



UNITED STATES MARINE CORPS  
II MARINE EXPEDITIONARY FORCE  
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10110.1  
G-4/FDSVC

II MARINE EXPEDITIONARY FORCE ORDER 10110.1

**SEP 13 2011**

From: Commanding General  
To: Distribution List

Subj: II MARINE EXPEDITIONARY FORCE STANDARD OPERATING PROCEDURES  
(SOP) FOR FOOD SERVICE AND SUBSISTENCE SUPPORT (SHORT TITLE:  
II MEF FOOD SERVICE SOP)

Ref: (a) MCO 10110.14M  
(b) MCRP 4-11.8A  
(c) NAVMC 3500.35  
(d) 31 U.S.C. 1517  
(e) MCO P7300.21  
(f) 31 U.S.C. 1535  
(g) UM 4400-124  
(h) NAVMED P5010.1  
(i) FMFPACO 4080.2D  
(j) MCO 10110.48  
(k) MCO P4790.2C  
(l) MCO P4790.18B  
(m) MCO P4400.150  
(n) II MEF MSG DTG 072212Z 7 APR 10

1. Situation. To promulgate policies and procedures authorized by reference (a) and established in reference (b). To amplify these policies and set forth the responsibilities, restrictions, and procedures for food service and subsistence management within the II Marine Expeditionary Force.

2. Cancellation. All previous II MEF Food Service policies.

3. Mission. To provide policies for the management, operation, budget, and administration of the II MEF food service program.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. This manual provides the direct guidance and administrative instructions for implementing and managing the Food Service program throughout the II MEF AO. Commanders are responsible for the implementation of the policies and procedures contained herein.

(2) Concept of Operations

(a) This order establishes procedures for Food Service support and should be reviewed in its entirety. The contents of this manual supplement the instructions provided in the references.

(b) The Commanding General, II Marine Expeditionary Force, has financial responsibility for the management of 1105 funds designed for II MEF Subsistence-In-Kind. These funds are administratively managed by the AC/S G-4, Food Service Officer (FSO). This financial responsibility shall not be delegated to subordinate commanders.

b. Tasks

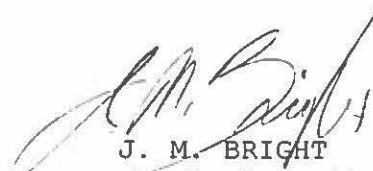
(1) Major Subordinate Commands/Elements. Appoint an FSO, MOS 3302, to function as a special staff officer to provide day-to-day management, recommended action, and interpret policies and directives that concern appropriated fund food service matters and food service and subsistence matters in accordance with this manual and the references.

5. Administration and Logistics. Upon signature, this order supersedes all previous guidance provided.

6. Command and Signal

a. Command. This Order is applicable to all Marine Corps units conducting training or operations in the II MEF AO.

b. Signal. This Order is effective the date signed.

  
J. M. BRIGHT  
Chief of Staff

Copy to:  
II MHG, S-4  
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Subj: II MARINE EXPEDITIONARY FORCE STANDARD OPERATING PROCEDURES  
(SOP) FOR FOOD SERVICE AND SUBSISTENCE SUPPORT (SHORT TITLE:  
II MEF FOOD SERVICE SOP

Location: \_\_\_\_\_  
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RECORD OF CHANGES

Log completed change action as indicated.

Change Number	Date of Change	Date Entered	Signature of Person Incorporated Change

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## Chapter 1

### POLICY AND GENERAL INFORMATION

1. General. This chapter provides the detailed information on the mission, objectives and responsibilities for execution of the Field Food Service program for the II Marine Expeditionary Force.

2. Mission. The mission of the II Marine Expeditionary Force Food Service Program is to budget and administer Subsistence-In-Kind (SIK) funds to support II MEF combat readiness with the right personnel, rations, equipment and training.

3. Objectives. The objectives of the Marine Corps Food Service and Subsistence Program are outlined in reference (a), The Marine Corps Food Service SOP and in ref (b), The Marine Corps Field Feeding Program.

a. Ensure every Marine in II MEF is provided with meals that are sufficient in quantity and nutritionally optimized to support mission requirements.

b. Ensure the efficient and effective use of personnel, equipment, training, and financial resources.

c. Provide standard procedures for the delivery of rations and recovery of rations not utilized during field training.

4. Administration. Administration of the Food Service Program by Marine Corps activities is a function of command. II MEF Commanders shall ensure that personnel under their charge are provided with food which is of good quality, sufficient quantity, and is well prepared.

#### 5. Responsibilities

a. II MEF Food Service Officer is a special staff officer under the cognizance of the AC/S, G-4. Per ref (b), the Food Service Officer is responsible for:

(1) Preparing the Class I support portion of operational plans.

(2) Maintaining liaison with higher, lower, and adjacent echelons on food service and Class I combat service support related matters.

(3) Serving as the commodity manager for food service equipment for II MEF; monitoring equipment readiness,

recommending allocation of assets, coordinating fielding, modernization, and modifications to food service T/E assets.

(4) Making recommendations on the emplacement and construction of field mess halls and ration distribution sites for all operational plans and training exercises.

(5) Planning and managing Class I Military Personnel Marine Corps (MPMC) subsistence-in-kind funding support for all MSC's which includes annual projections, requirements, quarterly budget updates, and reporting of funds expended in support of FMF operational and exercise units.

(6) Making recommendations to the AC/S, G-1 on assignment of food service personnel.

(7) Exercising appropriate technical, tactical, and logistical coordination with general and special staff sections and with staffs of interested units.

(8) Monitoring the training of all food service personnel to ensure that they meet their combat mission requirements.

b. Major Subordinate Commands (MSC).

(1) Validate all feed plans, in support of exercises, prior to submission to II MEF.

(2) Submit annual, quarterly, and periodic consolidated subsistence budget updates in accordance with this order.

(3) Ensure proper supporting documentation for the execution of MPMC/1105 subsistence funds is maintained.

(4) Ensure Marines OCCFLD 3381 are trained in accordance with ref (c).

(5) Develop plans, interpret policy, and develop procedures to support the Field Food Service program.

c. Unit Responsibilities

(1) Unit Commanders are responsible for accountability and control of rations during field training exercises.

(2) In coordination with local/Command Food Service Officer (MOS 3302), develop and submit the annual MPMC (1105) budget for all Packaged Operational Rations (POR's) required for exercises in accordance with annual guidance published by II MEF, AC/S G-4.

(3) As part of each exercise confirmation brief, the unit mess manager must present the plan for class I support to the unit Commander and to the MSC FSO.

(4) Ensure the mess manager takes all necessary documents to the field, (i.e., cost analysis, financial status, meal verification records, block signature stamp, temperature charts, man-day fed reports, sanitation cards, required publications/technical manuals). Use of Automated Data Processing Equipment (ADPE) is authorized to automate processes associated with field mess operations.

(5) Redeploy non-prepared remaining residuals.

(6) The mess chief maintains complete responsibility of all rations and residuals until returned to an authorized storage facility.

(7) Prior to leaving the field exercise, the mess manager should contact the army veterinary activity to schedule a "ration inspection" appointment. Rations platoon will not accept rations not previously inspected by the veterinary office. The veterinary office will determine the level of inspection required based on the amount of time the unit retained the rations and the conditions in which they were maintained.

(8) Ensure all food service equipment assigned to the command is functioning properly and ready to deploy in support of II MEF missions.

(9) Establish a training program to ensure Marines (3381) are trained in accordance with ref (c) and prepared to deploy in support of II MEF missions.

## Chapter 2

### Budget

1. General. The Commanding General, II MEF, maintains a Military Personnel Marine Corps (MPMC) 1105 (SIK) Subsistence-in-Kind Operating Budget, as authorized by Headquarters, Marine Corps per reference (a). The 1105 SIK budget provides subsistence funding for all II MEF field exercises, deployments or other special situations requiring subsistence support. Water and ice are not authorized for purchase utilizing SIK funds. Per reference (d) and (e) 1105 SIK money should only be used to purchase food.

2. Budget Responsibilities. All MSC's within II MEF are responsible for formulating and submitting an annual budget and quarterly updates to the Commanding General II MEF (Attn: AC/S G-4, FSO). The submitted budget and quarterly updates will contain quantities of Meals Ready to Eat (MRE), Unitized Group Rations B (UGR-B'S), Unitized Group Ration-Heat and Serve (UGR-H&S) and enhancements for field training conducted in CONUS and OCONUS. Additionally, the budget will identify host nation support, host nation messing and contracting requirements.

3. Budget Formulation. A major factor in developing unit subsistence budget input is the proper review of the training, exercise and evaluation plan (TEEP). Once the TEEP is reviewed an exercise feed plan is developed to support the goals of the unit. Planning considerations for the formulation of a feed plan include: flow of forces, exercise requirements, supported mission, liberty, other eating establishments, i.e. MCCS food establishments, liberty schedule, and location of the training unit. Additionally, requirements for Host Nation Messing (HNM) and Host Nation Support (HNS) which are based upon historical data (actual costs) should be included in the unit's subsistence budget input.

a. The electronic Quarterly Subsistence Financial Report (QSFR) spreadsheet file will be used to determine the amount of rations required for each exercise throughout the FY. Upon annual rations price updates, II MEF G-4 Food Services Office will provide an updated QSFR to the MSC's.

b. When calculating ration, enhancement and other costs for the QSFR for budgeting requirements use the following guidance:

(1) Unitized Rations Dollar Value. Determine the meal to be consumed (breakfast or dinner) and the number of personnel consuming the meal, multiply by number of days, divide by number

of meals inside the modules and multiple by cost of the module. This will provide the cost of the modules to be consumed for breakfast and dinner. Take the amount of modules and cost and place in the QSFR under the type of rations.

**Example:**

Select the meal: Dinner

Number of patrons: 125

Number of days: 8

Step #1: 125 (patrons) X 8 (days) = 1000 portions.

Step #2: 1000 (portions) / 50 (man modules) = 20 modules.

Step #3: 20 (modules) X \$287.50 (module price) = \$5750.00.

Step #4: Place this dollar figure in the QSFR.

(2) "A" Ration Enhancements for Unitized Rations Dollar Value. Use the supplemental allowance of 15% of the total cost of unitized rations to calculate the cost for enhancements. If more than one ration is used, the supplemental allowance of the enhancements will not exceed 15% of the module cost of the primary ration consumed for which the enhancements are requested.

(3) "A" Ration Enhancements for Individual Packaged Operational Rations dollar value. Use the supplemental allowance of 8% per box/case of individual rations. Authorized enhancement funding will not exceed total rations consumed during the exercise.

(4) Use the actual unit (case/module) price for the fiscal year in which the purchase will occur. If future FY prices are unavailable use current FY prices to submit budget requirements.

4. Budget Submission. Accurate budget submissions are essential to maintain good stewardship of 1105 funding. To ensure funding is available for all exercises within the II MEF AO, MSC's must include all exercises when submitting annual budget requirements.

a. In order to meet submission requirements to HQMC the MSC's must submit timely budget reports to the II MEF Food Service Office.

(1) Annual SIK budget requirements are due no later than 15 July of the current FY for the following FY.

(2) Quarterly SIK budget updates are due no later than the 10<sup>th</sup> day of the 2<sup>nd</sup> month of the accounting period (10 Nov, 10 Feb, 10 May and 10 Aug). Monthly updates are due during the 4<sup>th</sup> Qtr of each FY.



b. The electronic QSFR (appendix a) will be used to submit requirements, which may be obtained from the II MEF, FSO.

5. Field Feeding Policy. II MEF field feeding policy is based upon two hot meals and one Meal Ready to Eat (MRE) per day, which parallels the Marine Corps Wartime Feeding Policy outlined in ref (a) and (b). Ideally, breakfast and dinner should be hot meals, while the MRE is provided for the lunch meal.

a. Hot meals will consist primarily of Unitized Group Ration-B (UGR-B) or Unitized Group Ration Heat and Serve (UGR H&S) rations. A-Ration enhancements may be added to augment UGR's variety, add dietary fiber and increase troop acceptance. The emphasis should be primarily on the usage of operational rations to support field feeding and to maintain Military Occupational Skill (MOS) proficiency of food service personnel.

b. Using UGR-B's aid in the rotation of War Reserve Stocks (WRS) thereby ensuring adequate "B" Rations, with recent Dates of Pack (DOP), are stocked for wartime requirements. UGR-B's reduce the need for refrigeration assets and reduce the likelihood of losses due to spoilage.

c. Every effort should be made to dispense hot meals as soon as possible both tactically and logistically. As a minimum, for field operations of four days or more, a field mess hall providing hot meals should be established by day four. This procedure is established to achieve subsistence economy, enhance troop morale, and effectively train food service personnel in the use of field food service equipment and supplies. Recommend the first hot meal be a lunch or dinner meal to ensure adequate personnel are available to support messing requirements.

d. Unitized Group Rations (UGR's). UGR's will be used during all field exercises when field kitchens are established. All UGR's will be supplemented with "A" Ration enhancements, which will be used in the development of feed plans/menus and budgeting for all field exercises when field and/or garrison mess halls are used. "A" Ration enhancements will primarily consist of fresh fruits, Ultra High Thermostabilized (UHT) milk, fresh bread, and selected produce items (lettuce, tomatoes, carrots, celery, etc.).

e. Host Nation Feeding. Host Nation Support may consist of two types of support:

(1) Host Nation Support (HNS). HNS is defined as a procedure where in bulk subsistence items are procured from a Host Nation and prepared by Marine Corps food service personnel.

(2) Host Nation Messing (HNM). HNM is defined as Marine Corps personnel subsisting in a Host Nation mess hall (civilian or military) in which the Marine Corps reimburses the Host Nation for meals provided (non-contractor support). Reimbursement is in cash or on a cross service basis, unless agreements have been made between the United States and the foreign government for other procedures and charges. Reimbursement for meals furnished to foreign military personnel from a Marine Corps field mess located in a Host Nation will be effected as follows:

(a) A signed receipt will be prepared by the Mess Officer listing the number of foreign officers and enlisted personnel receiving meals, the specific meal received and the meal cost.

1. The request to provide subsistence to foreign military members must be forwarded to II MEF, AC/S G-4 for approval.

2. If approved, foreign military members subsisting in the field mess or garrison mess hall must arrange for payment prior to consuming the meal. They must pay the full meal rate for that fiscal year for the meals to be consumed. The payment will be submitted to the II MEF comptroller for deposit in the 1105 line of accounting.

(b) A North Atlantic Treaty Organization (NATO) invoice or approved billing document will be presented to the Host Nation government for payment ability. This will normally be accomplished through a designated military liaison or the appropriate U.S. Embassy.

(c) A copy of the billing invoice or document will be submitted to the appropriate force Commander with the command OSFR for review.

f. Contract Feeding. Contracted field meals are not a substitute for essential Marine Air Ground Task Force (MAGTF) organic feeding and Combat Service Support (CSS) feeding capabilities. The use of a commander's organic and CSS feeding capability will be the first viable option for field feeding. This maintains the proficiency of food service personnel on field equipment, ration preparation, field sanitation, and ensures the required rotation of operational rations to support the war reserve requirements per reference (a).

(1) Contracted field meals require review of the cost per meal, menu, and other associated costs prior to funding being provided from HQMC (LFS-4) by the CMC (P&R). When contract feeding is approved for funding, the MPMC appropriation will reimburse the contractor at the published USD cost discount meal

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rate. Commanders requesting contracted field meals will pay the difference between the MPMC appropriation reimbursement and the cost of the contracted meals, to include all other associated costs. Exceptions to the cost the MPMC appropriation will reimburse for contracted field meals will be approved by the DC, I&L prior to negotiating and executing the contract.

(2) Contracted field meals during active duty training exercises shall be identified on the command's annual, quarterly, and monthly budget submissions. Full justification for contracted field meals during active duty training must be provided, to include the reason why the commander's organic and CSS feeding capability is not utilized.

g. Reciprocal Unit Exchange Program. The Reciprocal Unit Exchange Program (RUEP) 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 journalized as part of a bonafide international agreement. Under the agreement, the recipient foreign country will provide, on a reciprocal basis, comparable training and support within a 12-month period.

6. DD 448 Military Interdepartmental Purchase Request (MIPR). For the purpose of Host Nation Feeding and contract feeding, a point of contact for the accepting official, with e-mail, phone number and mailing address, is required for execution of the funding request that will initiate the MIPR. The DD 448 authorizes funds for an external command, outside the Department of the Navy, to perform work, or services, for the requesting command. For example, if a Marine unit is training at an Army base, the Marine unit will send funds to the Army Base comptroller with the DD 448 to fund work, or services, required by the Marine unit. DD 448 is always a commitment document, because it documents the request to the external command to perform the services required. The external command has the option of accepting or declining the work request.

7. NAVCOMPT 2275 Order for Work and Services. The NAVCOMPT 2275 is used to request reimbursable work or services from any component within the Department of the Navy. The form authorizes funds for a performing activity to provide work or services for the requesting activity. For example, a II MEF unit is training at a Navy or Marine Corps base other than their own, the training unit will send funds to the supporting command's fiscal office, or comptroller, to perform work, or services, for the unit that is conducting the training. The NAVCOMPT 2275 requires a Source Document Number (SDN) with a Document Type Code (DTC) of work requested. Prior to acceptance by the performing activity, the NAVCOMPT 2275 is considered a commitment document to the

requestor. Once signed and accepted by the performing activity the form becomes an obligation document.

8. Reimbursement for Sale of Rations. Reimbursement of funds for sale of rations is to be coordinated through the individual MSC Comptroller via the II MEF Comptroller to receive the Line of Accounting (LOA) for deposit.

9. Determinations and Findings (D&F). Special form of written approval by an authorized official that is required by statute, or regulation, as a prerequisite to taking certain contracting actions. The "determination" is a conclusion or decision supported by the "findings." The findings are statements of fact, or rationale, essential to support the determination, and must cover each requirement, or the statute or regulation. For the purpose of Host Nation Feeding, and contract feeding per reference (f), the D&F is required when there are no provisions of the Implementation Arrangement between the United States Department of Defense and the other country's Department of Defense concerning Mutual Logistic Support. MSC Food Service Officers must check with their comptroller's office to ensure a D&F is completed, or a Mutual Logistic Support Agreement has been established.

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## Chapter 3

Authorized Rations and Storage

1. Operational Rations. The Marine Corps' family of field rations authorized for use for field feeding consists of individual rations, unitized group rations, and A-ration enhancements. Current menus and meal components for each operational ration can be found at:  
<http://www.dscpl.dla.mil/subs/rations/programs/index.asp>

2. Individual Rations. Individual rations are designed for individual or small group feeding when the tactical situation does not allow for the establishment of a field mess. Individual rations include MREs, First Strike Rations (FSR), Religious Meals (Kosher and Halal), Humanitarian Daily Rations (HDR), and Meal Cold Weather (MCW)/Long Range Patrol (LRP).

a. MRE. The MRE is the Marine Corps' primary individual ration. Each MRE is designed to sustain an individual engaged in heavy activity such as military training or during actual military operations. MRE's are packaged meals designed for consumption by a single individual for one meal, or issued in multiples of three, to complete a full day's ration. Except for the beverages, the entire meal is ready to eat. MREs should not be used as the sole daily diet beyond 21 days of sustained service. Hot meals should be integrated into the feed plan as soon as the situation permits. If MREs are prescribed to be the sole ration for periods exceeding three days, enhancements should be incorporated after the third day in order to fulfill daily dietary fiber requirements. Each MRE also contains a flameless ration heater (FRH) to heat the entrée.

b. FSR. The FSR is a compact, eat-on-the-move, assault ration intended to be consumed during the first 72 hours of intense conflict by forward deployed units. All components are comprised of a variety of shelf stable eat-out-of-hand foods that require little or no preparation. It is a totally self contained meal, and the packaging enables the beverages to be reconstituted and consumed directly from the drink pouch. The FSR is designed to be the size of one MRE meal bag, with enough food to replace three MRE meals. If all components are hydrated, the water requirement is 30 ounces per meal.

c. Meal, Religious. Religious meals consist of Kosher and Halal meals. These meals feed individuals serving in the military who have been screened by their command and whose religious preferences require them to maintain a strict Kosher or Halal diet. These packaged meals are designed for consumption by a single individual for one meal, or issued in multiples of three, to complete a full day's ration. Each meal consists of one Kosher or Halal certified entrée and religiously certified/acceptable complementary items sufficient to provide the



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recommended daily nutritional requirements. It is a totally self contained meal; however, it is not combined in a flexible meal pouch. Except for the beverages, the entire meal is ready to eat. Due to the short shelf life of these meals, these rations must be ordered 30 days prior to the delivery date.

d. HDR. The state department is responsible for HDRs. These rations are not funded for, or intended for consumption by, military personnel. Unit Commanders may be tasked to transport HDRs. After arriving on site in the AO, appropriate nongovernmental agencies or embassy personnel assume managerial responsibility of these rations. HDRs are designed for feeding large populations of displaced persons or refugees under emergency conditions. These rations are not Kosher or Halal certified entrées and have not been religiously certified. The HDR is similar in concept to the MRE in that it is composed of ready-to-eat thermo-stabilized entrees and complementary components, which are similarly packaged. The entrees may be eaten cold, but are generally more desirable when heated. The entrée package may be immersed in hot water or the contents may be placed in a pot for heating over flame. The meal is designed as a complete day's supply of food.

e. Meal Cold Weather/Long Range Patrol (LRP). The Meal, Cold Weather/Food Packet, Long Range Patrol (MCW/LRP) provides an operational ration for two separate operational scenarios. The Meal, Cold Weather (MCW) is intended for cold weather feeding, it will not freeze and supplies extra drink mixes for countering dehydration during cold weather activities. It can be issued at three per day for a complete cold weather ration. The MCW is packaged in a white camouflage pouch similar to the RCW. The Food Packet, Long Range Patrol (LRP) is a restricted calorie ration meant for special operations, where resupply is not available and weight and volume are critical factors. It is issued at one per individual per day for up to ten days. The LRP is packaged in a tan camouflage pouch similar to the current MRE. The combined product assembly consists of twelve ration/meal packets per shipping container. The net weight per case is approximately 15 pounds and 1.02 cubic feet, while each pallet weighs 758 pounds and is approximately 57.1 cubic feet.

3. Unitized Group Rations. Unitized group rations include the Unitized Group Ration-Heat and Serve (UGR-H&S) and the Unitized Group Ration-B (UGR-B). The UGR-B is best used when units are located in more stable or uncontested regions on the battlefield or AO. These meals require more time and resources to prepare and require a secure area and the logistical capability to deliver, prepare, and serve all components. "A" ration enhancements will be added to the menu as they become available.

a. UGR-H&S. The UGR-H&S consists of thermally processed, pre-prepared, shelf-stable food items packaged or unitized in 50-man modules designed for short term group feeding situations. These

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rations best support forward feeding of maneuver units or when the tactical, logistical, or operational situation precludes the establishment of an organized field mess. The UGR-H&S is a bridge between individual rations and the UGR-B. Long term sole subsistence on UGR-H&S will have the same effect on physiology and morale as individual rations. This ration requires no refrigeration, unless A-ration enhancements are added to the menu. UGR-H&S items include entrées, starches, vegetables, and desserts. UGR-H&S items are generally packaged in hermetically sealed rectangular pans; however, some vegetables are packaged in #10 cans. Trained food service Marines, military occupational specialty (MOS) 3381, are required for preparation of the UGR-H&S rations using the TRHS/E-TRHS.

(1) UGR-H&S menus include 3 breakfast meals and 14 lunch/dinner meals, and each module contains disposable service support items (tableware, trays, cups, and trash bags) to feed 50 individuals. Information pertaining to the nutrition, weight, cube, and ordering requirements can be found at <http://www.dscp.dla.mil/subs/rations/programs/index.asp>

b. UGR-B. The UGR-B is the Marine Corps' primary unitized group ration. The UGR-B consists of canned/dehydrated items unitized in 50-man modules and is designed to sustain groups of military personnel when the tactical, logistical, or operational situation permits the establishment of an organized field mess. This ration requires no refrigeration, unless A-ration enhancements are added to the menu. The UGR-B modules include entrées, starches, vegetables, desserts, drink mixes, juices, and bread mixes. Trained food service Marines, military occupational specialty (MOS) 3381, are required for preparation of the UGR-B rations using the field food service system.

4. Enhancements and Supplements. An enhancement is the subsistence item added to the meal for nutritional purposes (fresh fruits and vegetables, milk, and bread). A supplement is the authorized monetary allowance to be added to the cost of the meal for procurement of the enhancement items. For security and safety purposes, A-ration enhancements that are not provided by a DSCP approved prime vendor must be certified as an approved source of supply before procurement. Local procurement of food will not be made without coordination and approval from a veterinary services, or Navy, PMA. Additional planning considerations are; A-ration enhancements are perishable items that require refrigeration and increase transportation, fuel, equipment, and water requirements. The workload, liquid and solid waste disposal, and sanitation requirements for food service personnel are also increased. Concurrent with the introduction of perishable rations into the theater of operations, refrigerated transportation and storage assets are required from the receiving theater subsistence distribution activity to the using field mess. Refrigeration sources include existing T/E assets (organic tactical refrigeration, refrigerated International Organization for Standardization [ISO]

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containers from maritime prepositioning ships [MPS], and contracted refrigeration).

a. Enhancements to Individual Rations. A-Ration enhancements are authorized for use with individual rations when the individual ration is the sole daily diet. Individual rations A-Ration enhancements will be limited to hot/cold beverages, soups, fresh fruits and/or vegetables. The amount of monetary supplement authorized for individual ration enhancements is limited to 8 percent of cost per individual ration box consumed. The cost of the UHT milk is not included in the authorized 8 percent supplemental allowance.

b. Enhancements to UGRs. When the tactical, logistical, and operational situations permit, A-ration enhancements may be added to UGR-B and UGR-H&S meals in order to provide a complete menu. Authorized A-Ration enhancements consist of bread, milk, cereal, fresh fruits and vegetables (salad bar type items). The supplemental allowance of the enhancements will not exceed 15 percent of the module cost of the primary ration consumed. UHT milk costs are not included in the 15 percent supplemental allowance.

5. Individual Ration Heating Devices. There are three individual ration heating devices available for Marines to heat individual ration entrée packets and water for instant soups and beverages. These devices are the canteen cup stand, Ration Supplement, Flameless Heater (RSFH), and Fuel Bar, Trioxane (FBT).

a. Canteen Cup Stand. This reusable, lightweight, aluminum stand fits over the standard canteen cup for travel. The stand allows the Marine to heat the POR entrée by immersing it in a canteen cup of hot water. Water is heated by the standard FBT heat tablet or, if necessary, any other combustible material. The stand can also be used to heat water for soups, beverages, and dehydrated entrée items.

b. RSFH. The FRH is a water-activated, exothermic, chemical heating pad. It is packaged with each MRE to heat the main entrée items. Hydrogen gas is a byproduct of heating process; therefore, users need to ensure they use the heaters in an area that provides enough ventilation to ensure the hydrogen dissipates as quickly as possible.

c. FBT. The FBT is a compressed, solid fuel bar used for heating water in a canteen cup. An MRE entrée can be placed in the canteen cup for heating, or the heated water can be used for POR hot beverage mixes and hydrating of the MCW and RCW entrées. Packaged three bars per box, each bar will burn approximately 7 to 9 minutes. If individual heating devices are not available, each MRE requires one fuel bar with each meal for heating beverages. Each MCW and RCW requires two fuel bars for heating water to hydrate components and beverages.



6. Health and Comfort Pack (HCP). The DC, I&L, Logistics Plans, Policies, and Strategic Mobility Division, Logistics Capabilities Center, Supply Chain Capabilities Team (LPC-3) is responsible for policy guidance on the acquisition of HCPs. The HCP is classified as a gratuitous item under Class I vice Class VI (personal demand/nonmilitary sales). The HCP is a service contingency item designed to provide health and comfort items for male and female personnel. HCPs are delivered into theater as outlined in DLA Regulation 4145.36, Operational Rations and Health and Comfort Items, or until forward area exchange facilities are established. HCPs are not held in peacetime as part of War Reserve Material (WRM).

7. Storage

a. Rations lot number identity must be maintained at all levels from acquisition to consumption. Rations shall not be removed from their original packing containers until required for use (consumption).

b. Using units are not authorized to store rations per ref (g). At the completion of any training or exercise all unbroken boxes and complete modules will be turned into the respective storage facility for use in future exercises.

c. Using units are authorized to hold broken boxes of rations returned from training/exercises for use in future exercise for 30 days. Unit will submit complete inventory of all residuals to G-4 FSO. Every attempt must be made to use broken boxes for future training. If residuals can not be used within 30 days, but are needed for upcoming planned exercises, authorization to extend the holding period must be requested via higher command level to the local office responsible for the issue/receipt and control of the rations; however, rations will not be held by the using unit in excess of 60 days. Rations that cannot be used within the authorized time frame will be turned into the Authorized Class I ration section for redistribution.

8. Food Safety. The safety of storing and preparing subsistence in a field environment can not be over emphasized. Using units are required to follow the guidance outlined in ref (h) to ensure Marines receive the safest food possible while conducting II MEF missions.

## Chapter 4

### Rations Inspections

1. General. The importance of proper storage cannot be over emphasized. Basic principles in warehouse management and storage rotation will apply; i.e., oldest Date Of Pack issued first. Exceptions to this principle should be made only when periodic inspections by qualified veterinary food inspectors indicate a newer DOP should be used to preclude loss to the government.

2. Time and Temperature. The most important factors that influence the deterioration of processed foods are time and temperature. Fluctuation of temperature, depending on the severity, may cause accelerated deterioration, especially repeated freezing, thawing and extreme temperatures of heat.

a. The following shelf life information is provided:

(1) The MRE has a minimum shelf life of 36 months when stored at 80°F, and 6 months when stored at 100°F.

(2) The FSR has a minimum shelf life of 24 months at 80°F, and 6 months when stored at 100°F.

(3) The Meal, Religious has a maximum shelf life of 10 months; the minimum shelf life at the time of delivery will be 3 months.

(4) The HDR has a shelf life of 36 months when stored at 80°F, and 6 months when stored at 100°F.

(5) The UGR-H&S has a shelf life of 18 months at 80°F.

(6) The UGR-B has a shelf life of 18 months at 80°F.

### 3. War Reserve Material

a. The Deputy Commandant for I&L and the Defense Logistics Agency maintain a Performance Based Agreement (PBA). The PBA outlines the responsibilities of each agency and the quantities stored in war reserves.

b. Landing Force Operational Reserve Material (LFORM). MREs stored in LFORM can be expected to experience temperature ranges which allow them to last for 18 months. Therefore, those rations will be rotated to operating stock annually to ensure quality control and to reduce premature deterioration. Consideration should be made in placing individual rations in the coldest section of the LFORM storage space when designing the load plan.

(1) Temperature logs will be maintained on LFORM storage areas where MREs are held to ensure the rations are fit for human consumption.

(2) Requests for onload/offload dates will be submitted per reference (i). Reference (i) additionally provides the guidance on the quantity of rations for LFORM and who is authorized to release them.

#### 4. Inspection of Rations

a. Pest control management techniques are contained in OPNAV instruction of the 6250 series and shall be employed to preclude loss to the government.

b. Identifying deterioration of rations can be accomplished most effectively through periodic inspections by qualified food inspectors.

(1) Inspections must be scheduled at such intervals that allows for the detection of changes while they are still minor in nature and ensures that the rations can be used before the meals or components become unfit for consumption.

(2) Inspections should function as a means to determine the condition of rations upon receipt, during storage, and to provide a basis for accelerated rotation, if required.

(3) The responsibility for the conduct of inspections and reporting procedures is assigned to veterinary food inspectors. DOD Directive 6400.4, DOD Veterinary Services Program defines the U.S. Army Veterinary Service responsibility for surveillance-type inspection of all Service-owned food stored, issued, sold, or shipped by installations.

(a) Implements ref (j), Veterinary Surveillance and Inspection of Subsistence as it pertains to veterinary food hygiene, safety, food defense, and quality assurance inspections.

(b) Prescribes procedures to ensure maximum serviceability for all government-owned foods in storage and at the time of issue or sale.

(c) Provides sampling plans and standardized nomenclature to describe common deteriorative conditions.

(d) Veterinary food inspection personnel will perform the following:

1. Perform surveillance inspections as prescribed by procedures established in this regulation.

2. When appropriate, select samples and submit for laboratory analysis, coordinate with laboratory personnel.

3. Perform inspections and report deficiencies using descriptive terms on written or electronic reports. Reports will include identification of the product, detailed description of the defects noted, the percent of the lot affected, the effect on product serviceability, and recommended disposition.

4. Routinely monitor stored product for possible pest and rodent infestation.

5. Provide written recommendations for disposition of unfit subsistence.

6. Immediately notify and consult with a Veterinary Corps Officer (VCO)/Warrant Officer (WO) when critical defects are observed, or a potential health hazard is identified.

(e). 2nd Marine Logistics Group (2<sup>nd</sup> MLG), Supply Bn, Rations Platoon staff non-commissioned officer will perform the following:

1. Provide personnel and equipment necessary for assisting veterinary food inspection personnel in removing food samples from the storage area(s) and transporting the samples to the inspection station.

2. Notify the veterinary officer-in-charge of expansion or reduction of workload, facilities, or any other significant changes (permanent or temporary) that might affect the amount of veterinary resources needed to support the operation.

3. Take immediate corrective actions when advised of deficiencies in product quality or storage conditions.

4. Ensure timely and proper rotation of subsistence.

5. Request special inspections as required.

6. Provide accurate inventories of subsistence that include identification of products in storage by lot number, date of delivery, date of pack, and inspection test date (ITD) or approximate keeping time (AKT).

7. Ensure products are re-marked with the appropriate ITD when veterinary personnel extend product shelf life.

8. Ensure that subsistence placed on medical hold is appropriately marked and controlled (that is, designated area in mess hall or specific warehouse location).

(4) At installations where veterinary food inspection personnel are not assigned or available the preventive medicine authority (PMA) can perform veterinary food inspection personnel duties.

5. Investigations. If a survey or investigation is required due to the findings of the inspections, the II MEF, G-4, FSO shall be notified within 24 hours. Procedures for determining if an investigation is required and procedures for conducting the investigation are outlined in Chapter 18 of reference (a).

6. Disposition Instructions

a. Individual rations that have been on hand past the optimum storage period should be consumed as soon as practical if a food inspector indicates they are fit for consumption.

b. If consumption of meals in this manner is considered to be impractical, the number of excess meals should be reported to the II MEF, AC/S G-4, FSO for redistribution.

c. When rations have been determined to be unfit for human consumption by food inspectors per ref (j) and the II MEF FSO has been so advised, a certificate of unfitness (DA 7538) will be issued. Instructions for the disposal of the rations will be determined once the quantity of rations to be disposed of is determined.

d. Should disposal of rations result in the need for a replacement to meet operational requirements, a request shall be submitted to the II MEF food service office for replenishment.

## Chapter 5

### Rations Requisitioning

1. General. Accurate rations requirements are essential to support training units. Requisitioning excessive rations creates additional burdens on the command; therefore, accurate feed plans must be developed to support training evolutions. Appendix (c) is provided to guide using units through developing feed plans.

#### 2. CONUS Requisitioning Procedures

a. All II MEF commands located within CONUS will requisition operational rations requirements through utilization of the Combined Logistics Command and Control System (CLC2S).

b. All POR (i.e. MREs) requests for local exercises within the vicinity of Camp Lejeune, NC will be submitted from the Major Subordinate Command (MSC) G-4 Food Service office directly to the 2nd MLG rations warehouse no later than 3 working days prior to the requested pick up date.

c. All MRE requests for exercises outside of the Camp Lejeune, NC area and requiring delivery of rations to the exercise area, will be submitted from the respective MSC to the II MEF G-4 Food Service office no later than 30 working days prior to the requested delivery date.

d. The following documents are required for submission when requisitioning for MREs:

(1) Command-endorsed MRE request letter from requesting unit.

(2) Unit personnel roster depicting actual number of personnel needing to be supported.

(3) Payroll deduction letter with command endorsement.

(4) Payroll Deduction Receipt from the unit IPAC pre-deployment section.

e. All operational rations (i.e. UGR and UHT Milk) requests for local exercises within the vicinity of Camp Lejeune, NC will be submitted from the respective MSC to the II MEF G-4 Food

Service office no later than 15 working days prior to the requested pick up date.

f. All operational rations requests for exercises outside of the Camp Lejeune, NC area and requiring delivery of rations to the exercise area, will be submitted from the respective MSC to the II MEF G4 Food Service Office no later than 30 working days prior to the required delivery date.

g. All "A" Ration enhancement requests will be submitted via email to the II MEF Food Services Office. CONUS requests will be submitted no earlier than 14 days and no later than 7 days from the required delivery date and OCONUS "A" Ration enhancements requests will be submitted 30 days prior to the required delivery date.

h. The following documents are required for submission when requisitioning for operational rations:

- (1) Feed plan endorsed by unit commanding officer or designate.
- (2) Automated feed plan excel spreadsheet outlining requirements.
- (3) Unit personnel roster depicting actual number of personnel needing to be supported.
- (4) Payroll deduction letter with command endorsement.
- (5) Payroll deduction receipt from the unit IPAC pre-deployment Section.

### 3. OCONUS Requisitioning Procedures

a. Due to the unavailability of CLC2S for deployed Marine Expeditionary Units (MEU) and other II MEF units operating OCONUS, all OCONUS operational rations requirements will continue to be requisitioned utilizing the automated message handling system (AMHS). Once CLC2S capabilities are implemented for OCONUS II MEF units, utilization of the system will then become mandatory.

b. All OCONUS MRE and operational rations requests will be submitted from the respective MSC to the II MEF G-4 Food Service Office no later than 45 working days prior to the required delivery date.



#### 4. Accountability of Rations

a. The designated unit mess chief (CONUS or OCONUS) is responsible for the receipt and accountability of all operational rations and other types of subsistence items issued from the 2nd MLG rations warehouse, civilian prime vendors, the Defense Logistics Agency (DLA) or Defense Supply Center Philadelphia (DSCP).

b. The unit mess chief will immediately notify their respective MSC hierarchy (i.e. unit S-4 or food service office) if DD FORM 1348-1A (Issue Release/Receipt Document) or any form of receipt is not received upon pickup/delivery of all rations from the issuing entity.

c. If "A" Ration enhancements are authorized for issuing, and not received by the requesting unit by 1300 on the required delivery date, the unit mess chief should contact their respective MSC hierarchy (i.e. unit S-4 or food service office) to obtain status.

d. Upon retrograde from exercises (CONUS or OCONUS), all remaining, unused Operational Rations will be inspected by certified U.S. Army or Air Force veterinary personnel to determine serviceability.

(1) If deemed serviceable, coordination between the using unit, II MEF G-4 Food Service Office and the 2nd MLG Rations Platoon warehouse must occur to facilitate turn-in procedures of all unused, serviceable rations.

NOTE: Procedures for the turn in of rations are the responsibility of 2nd MLG, Rations Platoon.

(2) If deemed unserviceable, coordination between the using unit, the II MEF Food Service Office, and the U.S. Army or Air Force veterinary office that conducted the inspection, should be made in order to obtain disposition instructions of the assets in accordance with disposal procedures.

#### 5. OSFR

a. The OSFR will be submitted from the respective MSC (using unit) to the II MEF G-4 Food Service Office no later than 15 days after retrograde of any exercise where PORs or operational rations were ordered and consumed.



b. The following documentation is required when submitting an OSFR package:

- (1) OSFR cover letter endorsed by unit commanding officer or designate.
- (2) OSFR cover letter signed by respective MSC (i.e. unit S-4 or mess chief).
- (3) OSFR form.
- (4) Consolidated man-day fed report (NAVMC 565-1).
- (5) DD FORM 1348-1A (Issue Release/Receipt Document) and local vendor issue receipts (if applicable).
- (6) Veterinary Service Food Sample Record (Medical Command [MEDCOM] Form 57-R).
- (7) Voucher for Disbursement and/or Collections (SF 1080 or DD Form 1131) (if applicable).
- (8) HSN and/or HNM Billing Documentation (if applicable).
- (9) Copy(s) of invitational travel orders (ITO) for foreign military personnel (if applicable).
- (10) Inter/Intraservice support agreements or MOUs/Agreements (if applicable)

6. Crossing Accounting Periods. When an exercise crosses fiscal quarters the MSC's must ensure that they submit OSFR's for each quarter. This is accomplished by closing out at the end of the accounting period and opening the following day. For example, if an exercise was conducted in the later part of 2<sup>nd</sup> Qtr, but did not conclude until the beginning of the 3<sup>rd</sup> Qtr, the using unit is required to submit a 2<sup>nd</sup> Qtr OSFR and a 3<sup>rd</sup> Qtr OSFR for the rations consumed during that accounting period.

7. Packaged Operational Ration (POR) Report. The POR report reflects the usage of operational rations not used during a field mess exercise utilizing the OSFR. It is the responsibility of the using unit to submit the POR report to their higher MSC. The POR report is due to II MEF Food Service office NLT the 5<sup>th</sup> day of the ending quarter (5 Jan, 5 Apr, 5 Jul and 5 Sep). A sample POR report is located in Appendix (F).

8. Restock Procedures. 2nd MLG, Rations Platoon maintains ration stocks to support exercises within the II MEF area of operation. These stocks will be utilized for all training evolutions and contingency operations (when required). When feasible, these stocks will be included in the time phased force deployment data to support OCONUS exercises. When required, 2nd MLG Rations Platoon will request rations from the II MEF G-4 Food Service Office to maintain stockage levels that support anticipated training requirements.

## Chapter 6

### Food Service Equipment

1. General. Organic II MEF food service equipment (with corresponding operators [MOS 3381]) must be maintained in order to ensure optimum operational readiness when deployed in support of II MEF mission requirements.

2. Field Food Service Equipment. Field food service equipment is subdivided into five categories.

- a. Field Food Service System (FFSS)
- b. Expeditionary Field Kitchen (EFK)
- c. Tray Ration Heating System (TRHS)
- d. Enhanced Tray Ration Heating System (E-TRHS)
- e. Food and Beverage Containers

This equipment will support expeditionary feeding operations from platoon-size to MAGTF-size operations in all operational environments. Specific technical information for field food service equipment can be found in reference (b).

3. Maintenance. Maintenance will be performed on field food service equipment in accordance with equipment technical manuals and MCO P4790.2C, w/Ch 1 (Marine Corps Integrated Maintenance Management System [MIMMS] Field Procedures Manual).

a. Using Unit. The using unit is responsible for all organizational maintenance on field food service equipment, such as inspecting, cleaning, servicing, lubricating, adjusting, and preserving as required. The unit is also responsible for minor parts replacement. A pre-expended bin (PEB) of minor replacement parts, which contains high-usage, maintenance-related consumable materials that have been expended from the supply department stock records and financial accounts, can be approved by the unit commanding officer. Recommended food service equipment PEB items can be located in chapter 4 of reference (b).

b. Repairs or Modifications. Repairs or modifications to field food service equipment beyond the capabilities of the

using organization will be performed by support organizations. Procedures for obtaining parts and obtaining support beyond the organizational capabilities can be found in reference (k). Technical manuals and parts lists for food service equipment can be located in Appendix D of reference (b).

c. Corrosion prevention measures must be taken in order to ensure food service equipment reaches its service life expectation. Corrosion prevention and control measures must be an integral part of the preventive maintenance program. Using unit field mess chiefs must review reference (l) and implement an effective corrosion prevention program.

4. Accountability of Food Service Equipment. Using units must maintain strict accountability of field food service equipment assets.

a. Equipment inventories should be conducted:

- (1) Upon returning from a field exercise or operation.
- (2) On a quarterly basis.

b. Any/All missing equipment/parts, once identified, must be placed on order in accordance with reference (k).

c. The transfer of equipment from one unit to another must adhere to the guidance provided in references (m,n) which outline the procedures for permanent equipment transfers, temporary loans, and conducting command adjustments.

5. Quarterly Inspections. II MEF MSC food service offices will conduct quarterly inspections of subordinate unit field food service mess equipment. Inspection results from the conduct of the Commanding General's Inspection Program (CGIP), East Coast Food Management Team inspection, or the Inspector General's Inspection Program (IGIP) may be used in lieu of the II MEF MSC food service office inspection. II MEF MSC food service offices will, at a minimum, ensure the following is being conducted:

a. All food service equipment is functioning properly to support II MEF missions.

b. Food service Marines (MOS 3381) are properly trained and qualified in their assigned jobs and capable of meeting mission requirements.

NOTE: It is recommended that at least 8 hours of monthly MOS training be provided on the utilization of field food service equipment. A copy of the training schedule will be submitted to the respective II MEF MSC Food Service Office and annotated in the Marine's individual training folder.

c. Ensure all food equipment is properly accounted for and reported on the unit Consolidated Memorandum Receipts (CMR).

d. Using units are adhering to the guidance provided in reference (k) to include: having copies of the Equipment Repair Order Shopping List (EROSL) on hand or available, opening an Equipment Repair Order (ERO) for missing or inoperable equipment/parts, and ensure annotation onto the the unit's daily process report (DPR).

NOTE: The II MEF G-4 Food Service Office must be notified of items that have been on order for more than 90 days.

e. Validate actual equipment status against what is reported in the Supported Activities Supply System (SASSY).

f. Individual equipment records are properly maintained.

g. Field food service equipment desk top procedures are up to date.

h. The conduct of scheduled preventive maintenance.

6. Reporting. II MEF MSC food service offices will submit accountability and status reporting of all field food service equipment to the II MEF G-4 Food Service office no later than the last day of the last month of each quarter.