

FIELD MANUAL
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**TACTICS, TECHNIQUES, AND PROCEDURES
FOR
GARRISON FOOD PREPARATION
AND
CLASS I OPERATIONS MANAGEMENT**

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PREFACE

PURPOSE

This FM provides doctrine through tactics, techniques, and procedures for the operation and management of garrison dining facilities and Class I operations. It provides guidance for commanders, Class I officers, food advisors, troop issue subsistence officers, food service officers, food service supervisors, food service sergeants, subsistence supply handlers, cooks, and bakers. Guidance from other manuals has been incorporated to provide comprehensive information in one document. This document represents the final consolidation of portions of the following manuals: FM 10-22, FM 10-24, FM 10-25, FM 10-26, and TM 10-415. FM 10-23, December 1991, also consolidated portions of these manuals. These manuals are hereby superseded and will no longer be maintained.

ORGANIZATION AND COVERAGE

This manual is divided into five parts. Part One discusses responsibilities, budgets, manpower, contracts, and management. Part Two deals with training, energy management, safety, sanitation, menus, nutrition, and equipment replacement. Part Three provides guidance for troop issue activities, storage, transportation, and handling of Class I supplies. Part Four deals with dining facility accounts, headcount procedures, and production within dining facilities. Part Five covers food preparation and serving in garrison facilities.

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Unless this publication states otherwise, masculine nouns and pronouns do not refer exclusively to men.

PART ONE
**RESPONSIBILITIES, BUDGETS, MANPOWER,
CONTRACTS, AND MANAGEMENT**
**CHAPTER 1
RESPONSIBILITIES**
GENERAL

The Army Food Service Program covers the people, processes, and resources involved in feeding soldiers worldwide. Everything is included from research and development of a food item through the cooking and serving processes. Commanders and food service and Class I personnel do their part by making the most efficient use of their personnel, equipment, facilities, and supplies. Each person must know his job and work as part of a team.

OBJECTIVE

The basic objective of the Army Food Service Program is to provide authorized diners quality meals in an environment that is comparable to first-class commercial cafeterias, such as any of the national chain restaurants that provide full meal service. Troop Issue Subsistence Activities and food service operations must be properly organized, utilized, and managed to meet this objective. Key individuals must be aware of their responsibilities and how they relate to a successful food service program.

COMMANDERS

AR 30-1 and AR 30-18 provide specific responsibilities of commanders at each level. Unit and organization commanders are responsible for the operation of dining facilities.

Active Army Unit Commanders

Commanders of units with a military-operated dining facility must ensure that--

- Sufficient personnel are assigned and trained to accomplish the mission.
- Subsistence is ordered, received, and accounted for in accordance with regulatory requirements.
- Subsistence items are not used in support of social activities (for example, retirements, awards ceremonies, graduations, religious activities, and changes of command).
- Subsistence supplies are safeguarded per AR 30-1, Appendix I.
- Dining facility operations conform to established standards in food preparation, service, atmosphere, safety and occupational health rules, and sanitation.
- Equipment and facilities are adequate and include equipment maintenance and replacement programs.
- Meal hours support the unit's training schedule.
- Soldiers are trained in how to control their diets for fitness, and information on nutrition is readily accessible.
- Separate seating or personal services are not provided for officers, basic allowance for subsistence, or civilian personnel other than established smoking and no-smoking areas.
- Requests for meals supporting soldiers away from the dining facility are completed per AR 30-1, Chapter 7. Figure 1-1 (page 1-2) shows a request for meals using individual signatures. Figure 1-2 (page 1-3) shows a request for meals using one-line entry procedures.