



UNITED STATES MARINE CORPS  
MARINE CORPS BASE  
PSC BOX 20004  
CAMP LEJEUNE NC 28542-0004

IN REPLY REFER TO:  
10110  
S-4/S-6/BPO

JUN 17 2011

COMMANDING OFFICER'S POLICY LETTER 02-11

From: Commanding Officer  
To: Distribution List

Subj: POLICY FOR SALE OF MEALS IN ENLISTED APPROPRIATED  
FUND MESS HALLS

Ref: (a) Title 37 United States Code, Section 1011  
(b) DOD 7000.14R Volume 12 Chapter 19  
(c) MCO 10110.14M  
(d) MarAdmin 002/07 CY2007 Meal Rates and Reimbursement  
Policy

1. Since 2002, the U.S. Marine Corps has contracted garrison food service operations on a regional basis in an effort to reduce costs and return Food Service billets to the operating forces. During this time, contract costs have continued to escalate to the point where meal rates are no longer sufficient to recoup the actual costs reimbursed to the contractor and the overhead (utilities, maintenance) attributed to providing the meals. References (a) through (d) provide guidance and authority to sell meals from *Enlisted Appropriated Fund Mess Halls* (mess halls). Per reference (c), the Installation Commander is responsible for assuring that meals are provided only to authorized personnel. There are very limited circumstances which allow for the sale of meals from mess halls provided no increase in direct resources are incurred and appropriate meal rates are collected.

2. The statutory and primary purpose of mess halls is to subsist enlisted personnel authorized to eat at Government expense. The subsistence portion of the Military Personnel Marine Corps (MPMC) budget which funds the Regional Contract is Congressionally authorized for this specific purpose. In order to ensure that the sale of meals from mess halls does not adversely affect the feeding of personnel authorized to subsist at Government expense and to reduce the escalation of contracting costs attributed to feeding other than Subsistence in Kind (SIK), only the following personnel are authorized to subsist in mess halls:

a. Enlisted personnel drawing a basic allowance for subsistence (BAS) are authorized to purchase meals on a reimbursable basis at any time regardless of duty status.

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b. Command Duty Officers when required to partake of a meal to determine quality and quantity of food served.

c. Military Officers may purchase meals if authorized by the Commanding Officer on an occasional basis when doing so would not affect the subsisting of enlisted personnel and no increase in direct resources results from feeding such personnel.

d. Federal Civilian employees in Command authority positions (Executive Officer, S-4 Officers) are authorized meals on a reimbursable basis to determine the quality of meals and service only when the Area Commander or Command Duty Officer does not partake of the same meal.

e. Dependents of Enlisted personnel E1 through E4, when accompanied by their sponsor are authorized to purchase meals in accordance with reference (a) and will be charged the discount meal rate. Enlisted personnel in the grade of E1 through E4 receiving BAS will pay the full meal rate.

f. Organized Nonprofit Youth Groups sponsored at either the National or local level and authorized by the Commanding Officer, Marine Corps Base, Camp Lejeune (MCB CamLej). Requests to subsist these groups will be submitted to the Director S-4/S-6/BPO, (attention: Base Food Service Officer) a minimum of ten working days in advance. Approval will be on a case by case basis based on the capacity of the mess halls and no adverse affect on feeding personnel authorized to subsist at government expense will result.

g. Per reference (a), civilian guests (i.e. Federal employees, retirees, dependents) may be extended an invitation by the Commanding Officer, MCB CamLej to purchase meals for the Marine Corps Birthday, Navy Birthday, Thanksgiving Day, Christmas Day, New Years Day, Installation published family days, military appreciation days, and open house days.

h. Non-DOD personnel who provide emergency/disaster assistance to MCB CamLej and New River Air Station will not be required to pay for any meals provided. Emergency/disaster feeding under these circumstances will be funded through local Operations Maintenance Marine Corps (OMMC) appropriations as an extraordinary expense. Prior to allowing these personnel to eat at no expense, the Director S-4/S-6/BPO (BFSO) will be contacted so the Commandant of the Marine Corps (RRDE) may be contacted to ensure the situation warrants classification as an emergent expense.

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i. DOD civilian personnel and military family members are not authorized meals at government expense and will be required to pay for all meals consumed if provided as part of an emergency/disaster relief effort. Every effort will be made to obtain reimbursement, however, shortfalls resulting from non-collection will be funded from local OMMC funds to ensure reimbursement of the MPMC account.

3. The feeding of Department of Defense or contracted employees will not be authorized. When deemed mission critical and only after exhausting other commercial or non-appropriated venues, such as Marine Corps Community Services facilities, a request for policy exemption for a specific event may be requested. All waiver requests must contain justification and will be forwarded to this Headquarters (Director, S-4/S-6/BPO, Attn: Base Food Service Officer) for approval.

  
D. J. LEECE

DISTRIBUTION: A

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