



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE
PSC BOX 20087
CAMP LEJEUNE NC 28542-0087

MCIEAST-MCB CAMLEJO 10110.1C
G-1/RPAC
6 Dec 24

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE
ORDER 10110.1C

From: Commander
To: Distribution List

Subj: ADMINISTRATION OF BASIC ALLOWANCE FOR SUBSISTENCE (BAS)
FOR ALL SUBORDINATE AND TENANT COMMANDS ABOARD CAMP LEJEUNE

Ref: (a) DoD FMR 7000.14-R, Vol 7A, Chap 25
(b) MCO 10110.47A

Encl: (1) Commuted Rations Action Form (NAVMC 10522)

1. Situation. The references define the overall policy for administering Basic Allowance for Subsistence (BAS) for enlisted personnel.

2. Cancellation. MCIEAST-MCB CAMLEJO 10110.1B.

3. Mission

a. To issue local policy for the administration, operation, and management of BAS for enlisted personnel aboard Camp Lejeune.

b. Summary of Revision. This Order has been updated to provide information about conditions of entitlement for BAS aboard Marine Corps Base Camp Lejeune and should be reviewed in its entirety.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Provide clarification, guidance and delegation of authority to unit commanders at the battalion/squadron levels and above, as well as Officers-In-Charge (OICs) of separate detachments, to approve the requests of enlisted Service Members permanently assigned to Camp Lejeune to mess separately.

(2) Concept of Operations. The below listed conditions of entitlement and procedures for processing requests are outlined herein.

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b. Tasks. Unit commanders do not have to confer with the Installation Commander for the following two categories of BAS requests:

(1) Service Members whose duties require them to perform individual Temporary Additional Duty (TAD) more than 60 percent of the time each month for three or more consecutive months. Example: A service member of an inspection team who is frequently issued TAD away from the members Permanent Duty Station.

(2) Service Members assigned to continual shift work where the hours of operations for mess halls do not reasonably accommodate their schedule. To qualify, Service Members must miss more than 30 percent of available meals in the mess hall, which equates to missing more than six meals per week. With prior coordination, box meals can be provided by mess halls aboard Camp Lejeune. This method should be utilized by unit commanders to the greatest extent possible to resolve any missed meal issues prior to authorizing enlisted Service Members to mess separately. Midnight rations (mid-rats) are intended for non-BAS Marines whose work schedule places them on duty at 2400 and would allow them to eat their third meal of the day. Mid-rats are not authorized as a replacement/backup for missed meals. All personnel should be afforded the opportunity to subsist at any given dining facility despite abnormal working hours. The numerous available dining facilities have liberal operating hours, to include mid-rats meal hours.

(3) Any Service Member that meets the criteria specified above will be required to request to mess separately via their chain of command utilizing enclosure (1).

(4) Diet/Vegetarians. The menus offered by the dining facilities are considered sufficient for the needs of vegetarians and those on special diets (i.e. low sodium, low cholesterol, lactose intolerance, pregnancy, etc.).

c. Coordinating Instructions

(1) Reporting Personnel

(a) Gunnery sergeants and above and all married personnel reporting for permanent assignment to units aboard Camp Lejeune who are not assigned single-type-government quarters are authorized to mess separately.

(b) Staff sergeants and below are not automatically authorized to mess separately. Staff sergeants may request to mess separately due to the uniqueness of their specialized supervisory responsibilities. Submit requests to mess separately should be routed through their respective unit commander for approval. Approved

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requests should then be forwarded to the Regional Personnel Administration Center (RPAC) utilizing enclosure (1).

(2) Personnel Authorized BAH Own Right (O/R). Authority to mess separately and the associated termination of the Discounted Meal Rate (DMR) deduction, will be considered approved with the BAH O/R approval. If the Service Member was previously in receipt of a DMR deduction, the DMR will not be terminated until the barracks vacancy letter has been turned in to the RPAC, Marine Corps Base Camp Lejeune.

(3) Personnel Residing in Barracks. Staff sergeants who are not authorized to mess separately as outlined in the above paragraphs, and all Sergeants and below residing in single type government quarters (Bachelor Enlisted Quarters), will have the DMR deduction started upon reporting to Camp Lejeune. Submit requests to mess separately utilizing the enclosure, via the appropriate chain of command, per the below instructions:

(a) Section I - "Application of Service Member" will be completed by the Service Member. Mark line 2 "Other" with an "X" and provide a reason for requesting to mess separately.

(b) Section II - "Approval or Disapproval" will be completed by the service member's unit commander (battalion/squadron or above, or OICs of separate detachments). If disapproved, provide the appropriate justification and return the request to the service member via their chain of command. If approved, place an "X" in the block. The unit commander must place the effective hour, sign and date the NAVMC 10522. The date/time entered into this block will be used as the start date (of approval) to mess separately by the reporting unit.

(c) The Service Member should be provided the original and a copy should be retained in the unit's command master files and maintained according to the records disposition manual. The Service Member will submit an Electronic Personnel Administrative Request (EPAR) or visit the RPAC to have their DMR deduction stopped. RPAC will report the effective date approved by the unit commander.

d. Restrictions. The following reasons are not sufficient justification to mess separately:

(1) Residing off base/station when adequate single type government quarters are available and provided, and the Service Member elects to reside in the local economy at their own expense.

(2) The travel time between the place of duty and the mess hall is 20 minutes or less each way by government transportation and there are no extenuating circumstances.

(3) As a privilege of rank, unless specific within reference

(4) As a reward for good service or work.

e. Termination of BAS. Approved requests to mess separately will remain in effect until revoked for cause or a change in status occurs such as:

(1) To support the economic operation of the mess halls.

(2) Change in marital/residential status which enables the Service Member to be "present for rations."

(3) Permanent Change of Station Orders.

(4) Change of duty or work status which enables the Service Member to be "present for rations."

(5) Incarceration.

5. Administration and Logistics

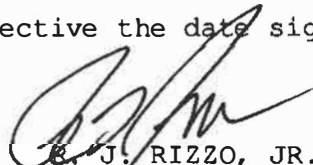
a. Comments and recommendations concerning the contents of this Order are invited. Forward such recommendations to the Commander, Marine Corps Installations East-Marine Corps Base Camp Lejeune (Attn: G-1/Director, Regional Personnel Administration Center).

b. Records Disposition. The records described within this Order are considered unclassified and cannot be destroyed until an approved records disposition is established.

6. Command and Signal

a. Command. This Order is applicable to Marine Corps Base Camp Lejeune and its subordinate and tenant commands.

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


E. J. RIZZO, JR.
Acting

DISTRIBUTION: A/C (plus H&S Bn and WTBn)

COMMUTED RATIONS ACTION (10110)

NAVMC 10522 (Rev. 1-88) (EF)

FOUO - Privacy Sensitive when filled in.

PRIVACY ACT STATEMENT

In accordance with the Privacy Act of 1974 (5 U.S.C. 552a/Public Law 93-579), this Notice informs you of the purpose for collection of information on this form. Please read it before completing the form.

AUTHORITY: 10 U.S.C. 5041, Headquarters, Marine Corps, 10 U.S.C. 5013, 37 U.S.C. 5201, and E.O. 9397

PRINCIPAL PURPOSE: Information collected by this form will be used to maintain military appearance data. The collection and maintenance of this information is authorized and governed by Privacy Act System of Records Notice MFD0003 MARINE CORPS TOTAL FORCE SYSTEM (MCTFS), posted at <http://www.defenselink.mil/privacy/notices/usmc/MFD0003.html>.

RETENTION: The collected information will be maintained in the MCTFS database with restricted, limited access permissions and PKI/password protections in place. Records in this file system will only be retrieved by the record subject's name and social security number. Records will be maintained for five years and will then be destroyed pursuant to provisions set forth in SECNAV M-5210.1; Subj: DON RECORDS MANAGEMENT PROGRAM.

ROUTINE USES: The only routine uses that apply are those published in Privacy Act System of Records Notice MFD00003 and the blanket routine uses published by the Department of Defense Privacy Office and posted at <http://www.defenselink.mil/privacy/notices/blanket-uses.html>.

DISCLOSURE: Providing information on this form is mandatory.

COMMUTED RATIONS ACTION (10110)

NAVMC 10522 (Rev. 1-88) (EF)

DATE _____

SECTION I - APPLICATION OF MEMBER

FROM:	Grade	Name	Social Security No.	Branch of Service, Organization
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TO: COMMANDING OFFICER, _____

1. It is requested that I be authorized to subsist separately and receive a commuted ration allowance instead of being subsisted in the dining facility.
2. The reason for this request is:

I am married and reside with my family at _____

I am married but reside with my (Relationship) _____ at _____

Other _____

3. I understand that I AM REQUIRED TO PAY for all meals eaten in a dining facility while in receipt of commuted ration and that I AM NOT ENTITLED TO THE ALLOWANCE until the hour and date of approval stated in section 11.

4. I CERTIFY that I will immediately notify my commanding officer of any change in conditions stated in paragraph 2 above.

SIGNATURE: _____

SECTION II - APPROVAL OR DISAPPROVAL

DATE _____

FROM: COMMANDING OFFICER, _____

TO: _____

1. Approved effective _____ (Hour and date)

Disapproved for following reason: _____

2. Should you be discharged while this authorization is in effect, such authorization remains in full force and effect, provided you reenlist at the same station within 24 hours of such discharge.

SIGNATURE: _____ BY DIRECTION

SECTION III - TERMINATION OF AUTHORITY TO RECEIVE COMMUTED RATIONS

DATE _____

FROM: COMMANDING _____

To: _____

1. The authorization previously granted to you to receive commuted rations is hereby terminated to take effect for the following reason: _____ (Hour and date)

SIGNATURE: _____ BY DIRECTION

DISTRIBUTION: Original to Member
Copy to Service Record Book
Copy to Unit submitting Unit _____