

UNITED STATES MARINE CORPS
I MARINE EXPEDITIONARY FORCE, FMF
BOX 555300
CAMP PENDLETON, CALIFORNIA 92055-5300

IN REPLY REFER TO

I MEFO 10110.1
G-4
15 may 90

I MARINE EXPEDITIONARY FORCE ORDER 10110.1

From: Commanding General
To: Distribution List

Subj: POLICY CONCERNING THE SALE AND CONTROL OF MEALS, READY TO
EAT (MRES)

Ref: (a) Marine Corps Manual
(b) MCO P10110.14L
(c) MCO 10110.40A
(d) FMFPacO P10110.2
(e) UM 4400-124

1. Purpose. To implement policies authorized by reference (a) and established in references (b) through (e). To amplify these policies and set forth the responsibilities, restrictions and procedures for the sale and control of Meals, Ready to Eat (MRES) within the I Marine Expeditionary Force (I MEF).

2. Background. The increased number of FMF commitments in recent years has drastically increased subsistence and field food service requirements. Consequently, there is the need for policy and procedural guidance to aid in planning, coordinating, and management of subsistence support. The policies as contained herein were developed to establish sound desktop management procedures for the sale and control of MRES.

3. Action. Upon receipt of this order, take the following action:

a. Commanding Officers

(1) Appoint in writing a primary custodian. Appointment letters will be in accordance with references (b) and (e). Appointees will accept appointments in writing and will collect funds from the sale of MRES. Copies of all appointment letters will be maintained in appropriate five year files.

(2) Check military pay accounts of officers and enlisted personnel receiving BAS in accordance with the Department of Defense Military Pay and Allowances Entitlements Manual (DODPM) and MCO P1080.35G (PRIM).

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b. Major Subordinate Units

(1) Identify to the Commanding Officer, the individual to be assigned as the custodian. If mission requires multiple sites where MRES are to be sold, cashiers will be assigned to make those collections. Cashiers will be appointed in writing to act under the supervision of the authorized custodian and safeguard this money until it is turned over to the custodian. Cashiers will not be assigned other duties while actually engaged in the handling of MRE Funds. Appointments will be made in writing in accordance with references (b) and (c).

(2) The custodian will requisition MRES from the Supply Officer, using DD-1348, after approval by the appropriate Headquarters (G-4).

(3) The following documents will be used when issuing MRES:

(a) Meal Verification Record (NAVMC 1~789). Each Marine authorized subsistence-in-kind (51K) will present proper identification and a meal card to the authorized custodian prior to recording on the Meal Verification Record (NAVMC 1~789) their social security number (SSN) and unit before receiving meals. A separate meal verification sheet will be required for each meal (i.e., breakfast, lunch, and dinner). Meal Verification Records will be returned to the primary custodian no later than two days after completion of the exercise.

(b) Block Signatures. In accordance with reference (b), block signatures are authorized during field exercises. The Meal Verification Record must include the following statement: "I acknowledge receipt of 1~ (must be numerical) meals this "date" which are for ten (must be spelled out) individuals who are entitled to subsistence-in-kind." A supporting roster listing individuals (name, rank, SSN, and unit) receiving MRES will be attached to the Meal Verification Record.

(c) Checkage/Stoppage of BAS. The sale of MRES is discouraged in the field. Maximum use will be made of pay checkage/stoppage of BAS. When cash payment cannot be avoided (e.g., visitors, TAD personnel, etc.) and the period of time is minimal (less than three days) the unit commander will provide applicable guidance.

(d) Sale of MRES. Cash payment for meals will be accomplished prior to consumption. The sale of MRES will be recorded on a Cash Meal Payment Sheet (NAVMC 1~298). Preparation

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of the cash meal payment sheet will be completed in accordance with paragraph 17b, of reference (b). It is a controlled serialized document which must be stored in the alternate custodian's safe. These forms can be obtained from the primary custodian.

(e) Meal Prices. When personnel are authorized to pay cash, on meal-by-meal basis, the meal rates are set forth in the current Marine Corps Bulletin 1~11~ series. Reference (c) applies.

(f) Loss of Cash Meal Payment Sheets (NAVMC 10298). If blank cash meal payment sheets are lost, the Unit Responsible Officer (URO) will submit a statement regarding the loss to the Commanding Officer. The original of this statement, with the Commanding Officer's endorsement thereon, will be filed with the primary custodian's records. If cash meal payment sheets that contain a record of collections are lost, the URO will submit a statement, to be used as a replacement cash meal payment sheet, to the Commanding Officer. This statement, with the Commanding Officer's endorsement thereon, will be filed with the primary custodian's records. Funds involved will be handled on a regular turn-in basis.

(g) Safekeeping of Funds

1. The authorized custodian will keep funds in a safe assigned exclusively for that individual's use. The safe must contain a dial-type, built-in, independent combination, locking device. Key-type or pull off type locks are not authorized.

2. The combination to the safe will be made known only to the custodian. The safe combination will be changed every six months and/or upon relief of custodian.

3. Suitable metal cash boxes with a key will be used while making collections.

4. A copy of any report of investigation involving lost funds will be filed with the alternate custodian's records for adjustments to cash meal payment sheets.

(h) Cash Turn In

1. When funds from the sale of MRES are missing or lost, an investigation will be initiated in accordance with the current edition of reference (d).

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2. Reports of investigations held in conjunction with shortage of funds will be submitted via the chain of command, to the Commandant of the Marine Corps (LFS) for final action.

3. The daily recapitulation and accumulated food cost portion of the Cash Meal Payment Sheet (NAVMC 1~298) will be adjusted to reflect the total value of funds held after deducting the loss of funds.

(i) Investigation of damaged, lost, destroyed or stolen subsistence supplies

1. Definition and Purpose. For the purpose of these instructions, an investigation is a procedure by which a Commanding Officer can determine facts related to material which is damaged, lost, destroyed or stolen. The present condition of lost, damaged or stolen material; recommendation as to the disposition, retention, and further accountability of such supplies and individuals responsible of the loss or damage of material.

2. When Required. All missing, destroyed, or damaged food items belonging to or on charge to the Marine Corps will be made the subject of an investigation when:

a. The cause of the condition is unknown.

b. The amount of food items subject to investigation exceeds (gains plus losses)

c. When involving possible "fault or negligence" by an accountable officer or agent.

3. Request for Investigation. The officer administering or exercising custody over the subsistence supplies (responsible officer) will submit a request for an investigation in letter form, via the appropriate chain of command, for missing, destroyed, lost or damaged food items to the responsible Commanding Officer exercising special courts martial authority.

4. Notification Procedure. The Commandant of the Marine Corps (LFS-4) shall be notified by message via the chain of command within 48 hours following any losses requiring an investigation. The notification is for accounting purposes and should also include a request for authority to drop the

subsistence items from the records if necessary. The total monetary value, nomenclature, and quantity of items being investigated shall be included. Notification requirements contained in this paragraph do not relieve the command from conducting appropriate investigations. Upon approval from the Commandant of the Marine Corps, credit for the total monetary value of damaged, lost, destroyed, or stolen items being investigated during the accounting period will be taken on-line 4a and/or line 8 of the SOAR submitted for the applicable accounting period to the Commandant of the Marine Corps (LFS-4).

(j) MRE Turn-in Procedures. Excess MRES will be returned to the Inventory Control Point (ICP) within two days after the completion of exercise. Units are responsible for the coordination of the required veterinarian's inspection and completion of a DD-1348 for turn in.

(k) Sale of MRES to civilian personnel. References (c) and (d) provide guidance for the sale and accounting of MRES to military and/or civilian personnel. MRES will not be sold to civilian groups without prior approval from HQMC (LFS-4). The price in the current Federal Supply Catalog Price List will be the governing price. These meals are taken out of Unit Training Allocation and will not be replaced.

4. Place a copy of this order in appropriate turn-over file for continuity and future reference.

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L. E. AUSTIN
Chief of Staff

Distribution: I/II