

21st TSC General Purpose Checklist		Date(s) of Inspection:	
Functional/Subordinate Area: Food Service Operations		Checklist Effective Date: 15 October 2003	
Inspecting Office/Agency: ACofS, G4	Unit:	Inspector Name/Phone:	
Item		Yes	No
<p>APPLICABILITY: This standard checklist is applicable to all 21st TSC and attached units.</p> <p>1. Required regulations and publications:</p> <p style="padding-left: 40px;">a. Army Regulation 5-9, 16 October 1998, Area Support Responsibilities</p> <p style="padding-left: 40px;">b. Army Regulation 15-6, 30 September 1996, Procedures for Investigating Officers and Boards of Officers</p> <p style="padding-left: 40px;">c. Army Regulation 25-400-2, 18 March 2003, The Army Records Information Management System (ARMIS)</p> <p style="padding-left: 40px;">d. Army Regulation 30-5, 21 July 1989, Food Cost and Feeding Strength Summary</p> <p style="padding-left: 40px;">e. Army Regulation 30-22, 30 August 2002, The Army Food Program</p> <p style="padding-left: 40px;">f. Army Regulation 37-104-4, 30 Sep 1994, Military Pay and Allowances Policy and Procedures Active Component</p> <p style="padding-left: 40px;">g. Army Regulation 40-25, 15 June 2001, Nutrition Standards and Education</p> <p style="padding-left: 40px;">h. Army Regulation 40-657, 6 November 1997, Veterinary/Medical Food Inspection and Laboratory Service</p> <p style="padding-left: 40px;">i. Army Regulation 190-13, 30 September 1993, The Army Physical Security Program</p> <p style="padding-left: 40px;">j. Army Regulation 190-16, 31 May 1991, Physical Security</p>			

Item	Yes	No
<p>k. Army Regulation 190-51, 30 Sep 1993, Security of Unclassified Army Property (Sensitive and Non-Sensitive)</p> <p>l. Army Regulation 350-18, 28 May 1974, U.S. Military Academy Cadet Army Orientation Training (AOT)</p> <p>m. Army Regulation 385-10, 29 February 2000, The Army Safety Program</p> <p>n. Army Regulation 600-38, 11 March 1988, Meal Card Management</p> <p>o. Army Regulation 710-2, 31 November 1997, Inventory Management Supply Policy Below the Wholesale Level</p> <p>p. Army Regulation 735-5, 10 June 2002, Policies and Procedures for Property Accountability</p> <p>q. Department of the Army Pamphlet 30-22, 30 August 2002, Operating Procedures for the Army Food Program</p> <p>r. Department of the Army Pamphlet 710-2-1, 31 December 1997, Using Unit Supply System (Manual Procedures)</p> <p>s. Department of the Army Pamphlet 738-750, 1 August 1994, Functional Users Manual for the Army Maintenance Management System (TAMMS)</p> <p>t. Field Manual 10-23, 18 April 1996, Basic Doctrine for Army Field Feeding and Class I Operations Management</p> <p>u. Field Manual 10-23-2, 30 September 1993, Tactics, Techniques, and Procedures for Garrison Food Preparation and Class I Operations Management</p> <p>v. Technical Bulletin Medical 530, 30 October 2002, Occupational and Environmental Health Food Sanitation</p>		

Item	Yes	No
<p>2. Is there an established Brigade Food Service Program?</p> <p>3. Is there an established Brigade Food Service Incentive Awards Program, to include a Cook of the Quarter Board?</p> <p style="padding-left: 40px;">a. Do soldiers also have the opportunity to participate in the Philip A. Connelly and ASG Culinary programs?</p> <p>4. Are periodic evaluations of unit MTOE equipment conducted by the Brigade (i.e. Command Inspection Program) and are the results kept on file?</p> <p style="padding-left: 40px;">a. Is subordinate unit MTOE mess equipment at 10/20 standards?</p> <p style="padding-left: 40px;">b. If the MTOE equipment is not at 10/20 standards, is there a plan in place to correct deficiencies (such as document numbers for Class IX or Class II parts on order, job order requests submitted, etc)?</p> <p>5. Does the command have an updated checklist for inspecting subordinate unit dining facilities (both field and garrison)? Does the checklist cover all required areas including food service sanitation, nutrition, food preparation, dining facility administration, personnel and training, equipment, subsistence storage and accountability, safety, and equipment licensing?</p> <p>6. Are quarterly evaluations of subordinate garrison and field feeding kitchens conducted? Are these evaluations conducted IAW AR 30-22 and are the results kept on file?</p> <p>7. Are required reports (account status and cook status) collected, reviewed and forwarded to higher HQs?</p> <p>8. Is there a Brigade Food Service Garrison and Field SOP published?</p> <p>9. Are the Brigade dining facility accounts all within tolerance?</p> <p style="padding-left: 40px;">a. If not, has a cause for the over-spent or excessive under-spent status been identified and has a plan been put in place to correct it?</p>		