

Headquarters
Eighth Army
Unit #15236
APO AP 96205-5236

Army in Korea
Supplement 1 to AR 30-22

13 May 2015

Food Program
ARMY FOOD PROGRAM

***This supplement supersedes AK Supplement 1 to AR 30-22, dated 8 August 2007.**

FOR THE COMMANDER:

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Colonel, GS
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OFFICIAL:



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Summary. This supplement prescribes local policy for the garrison and field feeding operations and subsistence supply operations to be used by the Army in Korea.

Summary of Change. This document has been substantially changed. A full review of its contents is required.

Applicability. This supplement applies to all Army units in Korea and to the joint headquarters and United States Army Garrisons for which Eighth Army and 403rd Army Field Support Brigade (AFSB) are the executive agents.

Supplementation. Issue of further supplements to this regulation and issuance of command and local forms are prohibited unless prior approval is obtained from Food Advisory Staff, Eighth Army and 403rd Army Field Support Brigade (ASKO-SO), Unit #15016, APO AP 95218-5016. This supplement is automatically canceled by the publication of the next update of AR 30-22.

Records Management. Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Records titles and descriptions are available on the Army Records Information Management System website at <https://www.arims.army.mil>.

Suggested Improvements. The proponent of this supplement is the Headquarter, 403rd Army Field Support Brigade (ASKO-SO). Users may suggest improvements to this supplemental by sending DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Headquarter, 403rd Army Field Support Brigade (ASKO-SO), Unit #15016, APO AP 95218-5016.

Distribution. Electronic Media Only (EMO).

AR 30-22, 24 July 2012 is supplemented as follows:

Paragraph 2-26, Unit and organization commanders. Add the following paragraph after end unit and organization commanders' introductory:

a. Unit and organization commanders will ensure providing Operational Rations (OPRAT) forecasts to food service section, Eighth Army (8A) G4 and 403rd Army Field Support Brigade (AFSB). The following reports are required to provide by the designated timeline:

Annual forecast: 1 Jun

Quarterly forecast: 1st Quarter (1 October – 31 December) - 1 July
2nd Quarter (1 January – 31 March) - 1 October
3rd Quarter (1 April – 30 June) - 1 January
4th Quarter (1 July – 30 September) - 1 April

b. Temporary closure will be coordinated by Major Subordinate Command (MSC) with operational control of Garrison dining facility (DFAC) with concurrence through supporting units to AFSB.

Chapter 3, Garrison Food Service Operations. Add the following sentences after end of Garrison Food Service Operation's introductory:

Dining Facility Managers (DFM) operating and managing garrison dining facilities (DFAC) will ensure that multilingual signs are up to date, posted conspicuously, and publicize local national (LN) work schedules, cleaning schedules, hand-washing requirements, safety, and clearly identify "No Smoking" and "Authorized Personnel Only" areas.

Paragraph 3-1, Roles of Senior Mission Commanders. Add the following sentences at the end of subparagraph 3-1a:

A Quarterly Food Service Management Board (FSMB) will be established within each Logistics Readiness Center (LRC). All tenant units within the USAG will be notified of the board. Minutes will be forwarded to food service section, 8A G4 and 403rd AFSB (ASKO-SO), Unit #15016, APO AP 95218-5016.

Paragraph 3-8, Utilization Review. Add subparagraph 3-8e after subparagraph 3-8d:

e. A copy of the LRC's annual review, documenting the utilization rate of each DFAC, will be copy furnished to HQ 403rd AFSB (ASKO-SO), Unit #15016, APO AP 95218-5016. Proposed or scheduled disestablishment, realignment or consolidation of dining facilities will also be summarized by the LRC Food Program Manager (FPM) and forwarded to HQ 403rd AFSB as an addendum to the Utilization Review Report.

Paragraph 3-11, The Food Program Management Office. Add the subparagraph 3-11a(7) after subparagraph 3-11a(6):

(7) All Tables of Distribution and Allowance (TDA) Korean National (KN) food service personnel including Cooks and Dining Facility Attendant (DFA).

Paragraph 3-12. The food program manager and other food advisory personnel. Add the subparagraph 3-12a(13), 3-12a(14), 3-12a(15), 3-12a(16), and 3-12a(17) after subparagraph 3-12a(12):

(13) Ensure that newly assigned DFAC manager/supervisors are trained on KN specific programs and other internal policies.

(14) Facilitate supervisory and administrative duties pertaining to KN employees assigned to the DFAC.

(15) FPM and other food advisory personnel must review and analyze and validate their responsible DFAC's end of month report and forward it to food service staff, 8A G4 and 403rd AFSB by 15th day of each month.

(16) Establish a Chef of the Quarter Board for Corporal (CPL) and above and Specialist (SPC) and below categories that includes all tenant units within the USAG. Winner, or runner-up if winner is unavailable, will attend the 8A Warrior Chef of the Quarter Board for Corporal and above and SPC and below categories.

(17) Ensuring all garrison DFACs and their staff are encouraged and afforded an opportunity to participate in all Food Service Awards Programs to include Culinary Arts Workshop/Competition, Philip A. Connelly Awards Program, Holiday Decoration Competitions, etc. A result copy will be forwarded to 403rd AFSB (ASKO-SO).

Paragraph 3-15, Installation Food Service Financial Management. Add the following sentence at the end of subparagraph 3-15a:

A summary of the mid-year review of all DFACs on the installation, to include plans that developed by responsible FOS and reviewed by Food Service Technician (FST)/Senior FOS to ensure overspent DFACs end the fiscal year at zero or under spent status, will be forwarded to Headquarter, 403rd AFSB (ASKO-SO), Unit #15016, APO AP 95218-5016.

Paragraph 3-17, Financial Liability Investigation of Property Loss Instructions. Add the following sentence at the end of subparagraph 3-17c:

Financial Liability Investigation of Property Loss (FLIPL) will be copy furnished through command channels to SPO, G4 8A and HQ 403rd AFSB (ASKO-SO), Unit #15016, APO AP 95218-5016.

Paragraph 3-19, Responsibilities of Unit and Organization Commanders. Add the following sentence at the end of subparagraph 3-19a(5)(b)

An Enlisted Dining Facility Advisory Council will be conducted on a monthly basis. Minutes of the council meeting will be conspicuously posted within the DFAC for diner review. DFACs that serve Korean Augmentation to the United State Army (KATUSA) Soldiers will include a minimum of one KATUSA on the DFAC council.

Paragraph 3-24, Menu Standards. Add subparagraph 3-24d after subparagraph 3-24c:

d. Menu standard will be check by a food service personal for each meal with the menu standard checklist at Appendix C. The checklist will be filed with the particular meal production schedule and kitchen requisition.

Paragraph 3-28, Headcount Policies. Add subparagraph 3-28a(5)(e), 3-28a(5)(f), 3-28a(5)(g), 3-28a(5)(h), 3-28a(5)(i) after subparagraph 3-28a(5)(d):

(e) A separate DA Form 3032 (Signature Headcount Sheet) will be used for each category of foreign national and military personnel subsisted in Army appropriated fund (APF) DFACs. Categories are listed in the table below.

(f) Republic of Korea (ROK), and United Nations Honor Guard (HQ UNC) personnel will sign a separate DA Form 3032 annotated with their respective identification card over stamp abbreviation in the diner category block.

(g) All other personnel listed below will sign a separate DA Form 3032 annotated with their respective meal card over-stamp abbreviation in the “reimbursement” diner category block.

Categories of subsisted personnel and their authorizations		
<u>CATEGORY</u>	<u>MEAL CARD OVERSTAMP SYMBOL</u>	<u>AGENCY RECEIVING BILLING</u>
KATUSA	USE OF COMMON ACCESS CARD (CAC) OR IDENTIFICATION (ID) CARD ILO MEAL CARD	Military Personnel, Army (MPA); reported separately from other MPA funded meals
Honor Guard of UNC/CFC/USFK/Eighth Army/Republic of Korea Armed Forces	HQ, United Nations Command (UNC)	MPA (ROK military reported separately from other MPA funded member assigned meals) to UNC/CFC/USFK/Eighth Army Honor Guard
United Nations Military		Applicable UNC liaison Group
Thailand	UNCSPT-TH	
Philippines	UNCSPT-PH	
Canada	UNCSPT-CA	
Australia	UNCSPT-AU	
United Kingdom	UNCSPT-UK	
Military member of ROK Armed Forces or ROK civilian assigned or attached for planning or conducting exercises	MNDSPT	ROK Ministry of National Defense (ROK-MND)
Military member of ROK Armed Forces assigned to CFC	CFCSPT	Combined Forces Command (CFC)

(h) KATUSA Soldiers will not be issued meal cards. Their identification (ID) card will be used for identification/authorization to subsist. The last four digits of the ID card number will be annotated as the meal card number on DA Form 3032. KATUSA will use their Common Access Card (CAC) if they obtained a CAC.

(i) Local National Personnel may sign DA Form 3032, signature headcount sheet, in either English or Korean (Hangul).

Paragraph 3-29, Cash Meal Payment Books and Cash Collection. Add subparagraph 3-29e(1)(a) and 3-29e(1)(b) after paragraph 3-29:

(a) The memorandum will be provided to the installation control officer who will maintain the revalidation memorandum on file until the books are turned in. The installation control officer will verify of receiving the memo by signing or stamping on the memo.

(b) A copy of the signed or stamped memorandum will be provided to the FPM, FSO and DFM and must maintain on file with the DD Form 1544 book, which will verify that the DD Form 1544 books were revalidated.

Paragraph 3-29, Cash Meal Payment Books and Cash Collection. Add following sentence at the end of subparagraph 3-29h:

Electronic DD Form 1544 from point of sale system will be filed with DD Form 1131.

Paragraph 3-30, Headcount Summary. Add following sentence at the end of paragraph 3-30:

All DFACs will maintain AK Form 476-R-E (see Appendix F), Continuation Sheet to DA Form 2970, Headcount Report, to each of the allied nations. The FOS/DFM will submit this form to the supporting Subsistence Supply Management Office (SSMO) to allow for proper reimbursement to the US government. A copy will be maintained in DFAC files.

Paragraph 3-33, Basic Daily Food Allowance (BDFA). Add subparagraph 3-33g after subparagraph 3-33f:

g. Special food allowances will be provided as follows:

(1) All DFACs will receive a special food allowance for locally procured Fresh Fruits and Vegetables (FF&Vs). See para 5-13 for computation procedures.

(2) A 15% supplemental allowance is authorized for all DFACs subsisting KATUSA and ROK personnel on a continuing basis, including major training exercises. See para 5-13 for computation procedures.

Paragraph 3-37, Subsisting Personnel. Add subparagraph 3-37b(3)(d) and 3-37b(3)(e) after subparagraph 3-37b(3)(c):

(d) AK and 403rd AFSB food service staffs including LRCs and their on-duty supervisors are authorized to subsist in Korea APF DFACs as a cash customer.

(e) KATUSA Soldiers, United Nations Command (UNC)/USFK/8A Honor Guards and their Republic of Korea Army (ROKA) Officers and Noncommissioned Officers (NCO) who assigned as KATUSA and Honor Guard staffs are entitled to the same ration support as U.S. Soldiers with their ID. Those who receive separate rations must pay cash; the same practice as U.S. Soldiers. See paragraph 7-16, Army in Korea Regulation 600-2, Republic of Korea Army Personnel with the Army in Korea. See paragraphs 3-28 and 3-30 for procedures.

Paragraph 3-37, Subsisting Personnel. Add following sentence at the end of subparagraph 3-37b(4):

KATUSA Soldiers may be treated the same as US Soldiers for the purpose of being permitted to invite family members and dependents to dine in US dining facilities during Holiday Meals, weekends or otherwise. The same rate will be charged for the family members and dependents of US and KATUSA Soldiers. Notwithstanding this provision, nothing in this Supplement or AR 30-22 grants a right of installation access to persons not otherwise entitled to access US installations in Korea. See USFK REG 190-7 (Installation Access Control) for current installation access requirements.

Paragraph 3-37, Subsisting Personnel. Add subparagraph 3-37b(5)(c) after subparagraph 3-37b(5)(b):

(c) Guests of KATUSA Soldiers, may be authorized to purchase meals in an appropriated fund dining facility during the serving of traditional holiday meals.

Paragraph 3-38, Reimbursements. Add subparagraph 3-38d and 3-38e after subparagraph 3-38c:

d. Based on the Mutual Logistics Support Agreement (MLSA) between the United States Forces Korea and the ROK MND both parties can provide and receive food service supports. Reimbursement procedures from ROK to US of the supports are as follows:

(1) The MLSA Order/Receipt, Standard Order form, USFK Form 209EK, Mutual Logistic Support Order/Receipt, will be prepared by the ROK MND Subsistence Officer and sign.

(2) The signed USFK Form 209EK will be forwarded to US Subsistence Officer, 403rd AFSB to determine support abilities and approval. The Subsistence Officer, 403rd AFSB will process the request through FPM to appropriate DFAC.

(3) DFAC Managers must follow the headcount procedures at para 3-28 on this supplement.

(4) The signed DA Form 3032 must forward to supporting SSMO along with USFK Form 209EK at the end of month.

(5) The responsible SSMO must consolidate the headcount data and prepare a DD Form 1131 and forward to Finance Office.

(6) See Appendix D.

e. MIPR OMA funds to MPA funds cannot be done at the local level. See Appendix E for MIPR OMA to MPA procedures.

Paragraph 3-48, Equipment Replacement. Add following sentence at the end of subparagraph 3-48d:

Quality Deficiency Reports, SF 368, will be submitted through the respective LRC FPM to 403rd AFSB for review and submission to Defense Logistics Agency- Troop Support (ATTN: DISC-VAB), 700 Robbins Ave. Philadelphia, PA 19111 and Joint Culinary Center of Excellence, Facilities and Equipment Division, USAQMC&S, 1201 22nd Street, Bldg 5000, Fort Lee, VA 23801.

Paragraph 3-48, Equipment Replacement. Add subparagraph 3-48f after subparagraph 3-48e:

f. DFM has a responsibility of uncompleted maintenance work requests follow up actions. Further guidance is contained in DA Pam 30-22, para 3-64e.

Paragraph 3-49, The Philip A. Connelly Program. Add following sentence at the end of subparagraph 3-49d(1):

Military Garrison DFAC nominations will be submitted by each LRC. LRCs will include in their evaluation all tenant units' DFAC within their respective garrison.

Paragraph 3-49, The Philip A. Connelly Program. Add subparagraph 3-49d(2)(g) after subparagraph 3-49d(2)(f):

(g) 8A nominates a unit in the Active Field Kitchen Category.

Paragraph 3-50, The U.S. Army Culinary Arts Competition. Add subparagraph 3-50d after subparagraph 3-50c:

d. 403rd AFSB will program and submit a budget through 403rd AFSB RM to Army Sustainment Command annually.

Paragraph 3-55, The Food Recovery Program. Add subparagraph 3-55f after subparagraph 3-55e:

f. One copy will be provided to 8A G4 (EACG-SPO) and SPO, 403rd AFSB (ASKO-SO).

Paragraph 3-56, Food Service Management Boards. Add subparagraph 3-56a(5) after subparagraph 3-56a(4):

(5) A joint 8A/403rd AFSB FSMB will be held quarterly. In conjunction with 8A, 403rd will publish an announcement memo with the date and location at least 30 days in advance of the Board.

Paragraph 3-57, Food Safety, food defense and Nutrition Training. Add the following sentences after end of paragraph 3-57a:

United States Forces Korea (USFK) Chief Medical Officers or Nutrition Consultants in AK are responsible for the formulation and implementation of nutrition education programs. Medical Officer of Nutrition Consultant will provide National Nutrition Month suggested program information to LRC FPMs and unit food advisory personnel. Food advisory personnel from tenant units that operate the DFACs are responsible for coordinating these training and are responsible for publicizing nutrition information to tenant units.

Paragraph 3-58, Nutrition Programs. Add subparagraph 3-58a(5) after subparagraph 3-58a(4):

(5) A minimum of two Kimchi choices, sticky (Cal-rose) rice, hot pepper paste, bean paste, tofu, and seaweed products will be served for all Breakfast, Lunch, Dinner, Brunch and Supper meals in all DFACs feeding ROK/KATUSA Soldiers. This includes midnight meals (night dinner) when authorized.

Paragraph 4-6, Unit Basic Load (UBL). Add subparagraph 4-6d after subparagraph 4-6c:

d. All 8A/Army in Korea units, organizations, or activities are authorized and will maintain a UBL of nine (9) meals or 3 days of supply of Meals, Ready to Eat (MRE) for each military and Department of the Army civilian (EEC) person authorized including KATUSA Soldiers and Local National (LN) personnel (MEC), assigned or attached for a period of more than 60 days.

(1) All Subsistence Supply Managers will maintain a list of units, locations, quantity turned-in, quantity issued, date of pack, and date rotated for all MREs.

(2) The units initiate or increase UBL MRE or purchase MRE, units should prepare MIPR and process through the Army Budget Office. See Appendix E for MIPR procedures.

Paragraph 5-13, Basic Daily Food Allowance (BDFA) and other allowances. Add subparagraph 5-13e after subparagraph 5-13d:

e. Special food allowances will be provided as follows:

(1) All DFACs will receive a special food allowance for locally procured Fresh Fruits and Vegetables (FF&Vs). Excess cost for FF&V will be computed by the SSMO for each issue and posted to each DFAC's account using menu option Customer Operations, found in the Account Credit Sub-function and Account Credit Create for specific DFAC, Option "Vendor." The excess cost credit will be processed using the "Vendor" on screen Account Credit Create for specific DFAC. Computation of excess costs will be as follows:

(a) Determine the price difference between the local purchase price and the Defense Subsistence Office (DSO) price for each FF&V item issued.

(b) Multiply each price difference by the total amount of the item issued for that day. These results represent the excess costs to be posted as a credit.

(c) Excess costs determined above are posted to the DFAC account using Option Account Credit in Customer Operations. If more than one item requires excess cost credit, compute and total all excess costs for the day to create a single entry to the account.

(d) If the final issue for the month is made on the last working day, the excess credit must be computed and entered on the account card.

(2) A 15% supplemental allowance is authorized for all DFACs subsisting KATUSA and ROK personnel on a continuing basis, including major training exercises. The allowance is calculated on a weekly basis based on the number of KATUSA and/or ROK personnel subsisted, and will be applied as a credit for Kimchi, hot pepper and bean paste, tofu, Dangmyen-Japchae and seaweed products. Sample calculation is as follows:

(a) Number of KATUSA/ROK personnel subsisted from AK Form 476-R-E will be converted to man-days fed.

Breakfast 73 personnel x .30 (BDFA %) = 21.9 man-days fed
Lunch 118 personnel x .40 (BDFA %) = 47.2 man-days fed
Dinner 98 personnel x .30 (BDFA %) = 29.4 man-days fed
Total = 99 man-days fed

Number of man-days fed will be applied to 15% of the current BDFA (\$12.27), i.e. 99 man-days fed x \$1.84 = \$182.16 credit.

(b) Enter the special food allowance credit to the DFAC account using Account Credit Sub-function, Option Account Credit Create for specific DFAC "Kimchi" under Customer Operations.

(c) The food allowance for ROK/KATUSA specific feeding requirements will be accomplished on a weekly basis. FOS must be aware that the credit for the last week of the month, or part thereof, will not appear on the current month's account, but will be posted to the following month's account.

Appendix C
DA Pam 30-22, 3-70 Menu Standards

C-1. Breakfast

Breakfast			
Required Items	Yes	No	Comments
Two 100% juice choices; orange juice and other juice high in vitamin C	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Blended juices are acceptable but must be 100% juice Juice fortified with calcium and vitamin D served
Two or more fresh fruit per meal. One fruit canned or frozen on dessert or fruit bar. Bananas will be offered daily, when available	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> One or more good source of vitamin C per day (citrus fruit, kiwi, cantaloupe, strawberries, cranberry, tomato juice) Canned or frozen fruit in its own juice, water or light syrup Raisins or other dried fruits available at meals, based on demand
One whole grain hot cereal without added fat or sugars	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Plain individual oatmeal packets may be offered if not on the main line
At least four choices of ready-to-eat cold cereals with fewer than 230 milligrams sodium per serving. Of these, two must contain greater than eight grams of whole grains per serving, with at least 2.5 grams of fiber per serving. At least two cereals will be without sugar coating. One of the cereals must be 100% folate fortified. Operations offering more than four cereal selections will have 50% of the additional selections meeting the standards for whole grains, without sugar coating, and fortified with at least 50% of the daily folate requirement.	<input type="checkbox"/>	<input type="checkbox"/>	
Eggs to order including assorted omelets. Cholesterol-free eggs maybe offered	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Offer egg whites or egg substitutes as an alternative to whole egg products based on demand
One grilled specialty item (that is griddlecakes, French toast, or waffles, with syrup)	<input type="checkbox"/>	<input type="checkbox"/>	
Three breakfast meats. Bacon and creamed beef will be served daily, and one additional breakfast meat, rotated daily	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> One meat must be non-pork and one lower in fat (less than 12 g fat per serving for patties/links, and less than 5 g fat per serving for turkey bacon, Canadian bacon, center cut bacon. The non-pork option can be lower in fat
One potato choice. An additional starch selection may be provided to support customer demand	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Whole grain pastas and whole grain/brown rice must be offered throughout the menu cycle

Three bread types will be available for toast. In addition, at least one of the these three: biscuits, bagels, or English muffins	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> All sliced bread offered contains whole grain with at least 2 grams fiber per serving
One breakfast pastry, consisting of a raised or cake doughnut, a sweet muffin, a sweet roll, or a pastry/Danish item Fresh fruit will be served on all dessert bars	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Offer at least one reduced fat dessert such as reduced fat sweetbread, cakes, pies, donuts, or baked good are served (i.e. low fat yogurt and fruit parfaits, gelatin, reduced fat baked goods, fruit cup, etc. Offer trans-fat free (zero grams of trans fat preserving) baked products when available Fresh fruits may be cut and served as a fruit salad and served on the salad bar
Margarine or butter pats, choice of two or more spreads, plus jam or jelly	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Only trans fat free spread products used
Two flavors of individual or bulk low-fat yogurts	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Offer 0% to 2% fat yogurt without artificial sweeteners at all meals. Yogurts must contain fewer than 30 grams of sugar per 6 to 8 ounce serving and fewer than 20 grams per 4 ounce serving. Offer reduced or artificially sweetened yogurts when available and based on customer demand.
Standard beverage choices	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Coffee and hot teas available at all meals, decaffeinated options available based on demand Juice and juice blends must be 100% fruit juice,

Date: _____ Checked by: _____

C-2. Lunch/Dinner

DA Pam 30-22, 3-70 Menu Standards

Lunch/Dinner			
Required Items	Yes	No	Comments
One soup, either cream based or broth based. The type will vary from day-to-day. Lunch soup offerings are acceptable for use at dinner as long as they complement the meal	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Offer broth based soups at a higher frequency than cream- or milk-based soups. • All soups must contain fewer than 800 milligrams of sodium per 8-ounce serving. • If more than one soup is provided, offer at least one reduced sodium soup with fewer than 600 milligrams of sodium per 8-ounce serving. • Use of low sodium products encouraged (<400 mg/serving) • Products containing MSG must be avoided
Two main entrée choices must be provided. Three entrees are desirable; no more than four choices are recommended. An entrée will be prepared by either baking or roasting, to meet the reduced fat and calorie needs of customers. When three or four main entrée choices are offered one of them must be a low cost casserole type entrée.	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • One entrée choice must be lean or “green”, such as lean fish, poultry or meat (round or loin cuts; baked, grilled, or roasted with visible fat or poultry skin removed) prepared and served without added fat • Place the lean or “green” entrée before all other entrees on the serving line • Fish served at least three times per week as a main entrée. At least one must be high in omega 3 fat (salmon, tuna, trout, herring, mackerel, sardines) • Only lean ground beef and lean ground turkey (fat content not to exceed 10%) • No more than one fried entrée on the main line per meal
One or more appropriate sauce or gravy to accompany entrees	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Serve gravy and sauce on the side unless it is an integral part of the recipe
A choice of potato and additional starch to complement the entrees	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Whole grain pastas and whole grain/brown rice must be offered throughout the menu cycle
Two dark green or deep yellow cooked vegetables. One additional vegetable is optional	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • One vegetable must be non-starchy and a good source of vitamin A or C (colorful dark leafy and deep yellow, orange and red vegetables i.e. carrots, squash, tomatoes, zucchini, spinach, greens, broccoli. Potatoes will not count as one of these choices.) • No more than one starchy vegetable per meal (starchy vegetables include potatoes, corn, peas, black-eyed peas, lentils, beans, baked beans, black beans, chick peas, garbanzo, kidney, lima, navy, pinto, refined beans, etc.) • No more than one fried vegetable per day on the main line • Legumes and beans served three times per week or more

Two choices of fresh fruit	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Fresh fruit served on all dessert bars • One or more good source of vitamin C per day (citrus fruit, kiwi, cantaloupe, strawberries, cranberry, tomato juice) • Canned or frozen fruit in light syrup or its own juice when fresh fruit not available
Three bread types will be the minimum. Plus, one selection of hot rolls, cornbread, garlic bread, or biscuits will be offered to complement the entree	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • All sliced bread offered contains whole grain with at least 2 grams fiber per serving
Margarine or butter, plus jams or jellies for each meal	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Only trans fat free spread products used
At least four different dessert choices that vary daily (such as cookies, cake, pie, low-fat ice cream/yogurt, gelatin and /or pudding)	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Offer at least one reduced fat dessert such as reduced fat sweetbread, cakes, pies, donuts, or baked good (i.e. low fat yogurt and fruit parfaits, gelatin, reduced fat baked goods, fruit cups, etc.) • Offer trans fat free baked products • Fresh fruits may be cut and served as a fruit salad on the salad bar

Lunch/Dinner - Short Order Items

Required Items	Yes	No	Comments
At least four grilled short-order type items, to include sandwiches made with lean meat, hamburgers, cheeseburgers, grilled ham and cheese, grilled cheese, and frankfurters	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Offer one lean or “green” short order option such as lean grilled turkey or beef burger with no more than 10% fat, grilled chicken, turkey, or fish sandwich, taco, burrito or sub sandwich, etc.
A standard deli bar. Additional sandwiches will be offered to the extent requested by customers	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • All sliced bread offered contains whole grain with at least 2grams fiber per serving • Offer whole grain tortillas when available
A choice of two additional hot short-order entrees (pizza, fried chicken, and so forth)	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • A healthy pizza option made with whole grain dough and lean meat can satisfy the healthy short order requirement
French fries, onion rings, and assorted chips and pretzels	<input type="checkbox"/>	<input type="checkbox"/>	
Accompaniments and condiments such as sliced tomatoes, onions, pickles, lettuce leaves, catsup, mayonnaise, mustard, relish, and salad dressing	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Low sodium soy sauce should be used whenever possible • Salt/sodium free seasonings available at every meal

Lunch/Dinner - Salad, Deli Bar and Beverage Choices

Required Items	Yes	No	Comments
Leafy Green Salad and 7 fresh toppings such as carrots, radishes, tomatoes, cucumber, green pepper, onion, mushrooms, cabbage and so forth	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Leafy green salad minimum standard is 50% dark green leaves such as romaine, spinach, or dark green and red leaf Raisins or other dried fruits available at meals, based on demand Unsalted nuts and/or seeds available for salads based on demand Vegetarian protein should be available on the salad bar (i.e. starchy beans, unsalted nuts, peas, corn, egg, cheese, cottage cheese, tuna) All chilled based salads prepared with low-fat mayonnaise or low fat salad dressings
Five separate salad dressings (regular), and two choices of dressings which are low-fat or fat free. A selection of oil and vinegar will also be offered. Salad dressings offered on the salad bar will be offered in the bulk format. Individual salad dressing packets (PC) are only used for carry-out or grab-n-go service	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Reduced fat salad dressings, mayonnaise, and dairy products used in recipes when appropriate (i.e. miracle whip used in potato salad or coleslaw, low fat Italian dressing used in pasta salads)
Standard beverage choices are a variety of carbonated beverages, 100% juice or 100% juice blends, noncarbonated flavored drinks, coffee, tea (hot & iced), milk and water. Decaf coffee and hot tea will be offered based on customer preferences. The primary dairy choice will be 1% fat fresh white milk.	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Offer at least two caffeine-free sodas, one dark and one light Offer one low-calorie soda Coffee and hot teas available at all meals, decaffeinated options coffee available at all meals Offer iced tea sweetened and unsweetened
Deli bar will consist as a minimum of three deli meats choices (ham, turkey and roast beef), two cheese choices (American & Swiss) and three different choices of bread or rolls. It will be offered throughout the meal	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> All sliced bread offered contains whole grain with at least 2grams fiber per serving Offer whole grain tortillas

Date: _____ Checked by: _____

Appendix D

Standard Implementing Arrangement USG-ROKG-001 between The United States of America Department of Defense and The Republic of Korea Ministry of National Defense concerning Mutual Logistics Support

STANDARD IMPLEMENTING ARRANGEMENT USG-ROKG-001 BETWEEN THE UNITED STATES OF AMERICA DEPARTMENT OF DEFENSE AND THE REPUBLIC OF KOREA MINISTRY OF NATIONAL DEFENSE CONCERNING MUTUAL LOGISTICS SUPPORT

INTRODUCTION

The United States of America Department of Defense, represented herein by United States Forces, Korea (USFK), and the Republic of Korea Ministry of National Defense (ROK MND), hereinafter referred to as “the sides”, under the authority of the Mutual Logistics Support Agreement (MLSA) between the Government of the United States of America and the Government of the Republic of Korea of 8 June 1988 as amended on 23 February 2004, and desiring to further strengthen the logistics cooperation between the two nations through prompt and efficient mutual logistics support, have reached the following arrangement.

SECTION I AUTHORITY

This document is an Implementing Arrangement (hereinafter referred to as “Standard IA”) based on Article III, paragraph 2 and defined by Article II, paragraph b, of the MLSA and is subject to all other provisions of that agreement.

SECTION II PURPOSE

This Standard IA will assure prompt and efficient mutual provision of logistics support, supplies and services(LSSS) as defined by Article II, paragraph a, of the MLSA by specifying provisions relating to responsibilities of the sides, standard order form, functional POCs, and detailed support procedures required to execute the MLSA, and reducing the need to conclude multiple separate IAs.

SECTION III APPLICATION

1. This Standard IA is applied to facilitate the mutual provision of LSSS during combined training, exercises, deployments, military operations, and other missions and activities agreed by the sides including, but not limited to, Peace Keeping Operations (PKO) and Humanitarian Assistance/Disaster Relief (HA/DR).
2. All current duly-authorized MLSA IAs for specified support will remain in effect until they expire or are terminated by mutual agreement.

3. When special mutual logistics support required can not be provided using this Standard IA, a separate IA may be concluded.
4. This Standard IA does not, in and of itself, create or impose any additional obligations under the MLSA.
5. All transactions completed under this Standard IA will be reimbursable. No orders will be placed and no support will be provided under this Standard IA unless sufficient funds are available for the procurement or provision of such order or such support.

SECTION IV RESPONSIBILITIES OF THE SIDES

1. The sides, desiring increased logistical agility, improved interoperability, and enhanced operational readiness of their respective armed forces through increased logistics cooperation, will use their best efforts to enable the mutual provision of LSSS pursuant to the MLSA.
2. Each side will use its best efforts, consistent with its national priorities and interests, to satisfy the requests of the other side for LSSS, but neither side will be required to fulfill a request from the other side for LSSS.
3. The ordering side is responsible for arranging the receipt and onward transportation of supplies provided under this Standard IA. This does not preclude the supplying side from assisting with loading supplies provided under this Standard IA onto the transportation conveyance.
4. Both sides will retain all transaction records relating to the orders issued and the LSSS provided, and such records will be provided to the other side upon request.

SECTION V STANDARD ORDER FORM

1. The Mutual Logistics Support Order/Receipt, USFK Form 209EK (included as Annex A), will be used as a standard order form defined in Article III, paragraph c of the MLSA when an order for the provision of LSSS is placed through this Standard IA.
2. The number of this Standard IA will appear on all orders placed under this Standard IA. It will also appear in the subject of all correspondence between the sides regarding this Standard IA.
3. The Standard order form will be prepared by the ordering side when placing an order for provision of LSSS.
4. Officers authorized in accordance with this Standard IA are empowered to sign blocks 15 and/or 25 of the standard order form.

SECTION VI RESPONSIBLE AUTHORITIES

1. The responsible authorities (listed in Annex B) managing this Standard IA are Director General of Logistics Management Bureau, ROK MND and ACoS, J4, USFK. ACoS, J4, the responsible US authority will be replaced with a corresponding staff member from US KORCOM when the US side completes organizational changes and notifies ROK side.

2. The ROK and US functional Points of Contact (POCs) in charge of the overall execution of mutual provision of LSSS through this Standard IA are listed in Annex B.
3. The officers authorized to sign standard order forms to request logistics support and to receive the requests through this Standard IA will be selected so as to have the necessary knowledge and experience to carry out authorized transactions in accordance with applicable laws and regulations.
4. The financial agencies funding the transactions relating to mutual provision of LSSS in accordance with this Standard IA are listed in Annex B.
5. When mutual logistics support cannot be made through the responsible authorities listed in Annex B, the related ROK and US functional POCs may consult with one another and designate additional officers to be considered as responsible authorities approved IAW this Standard IA.

SECTION VII SUPPORT PROCEDURES

1. The ordering officer (or unit) will initially contact the supplying officer (or unit) to determine availability, price, desired method of payment, and location for the required LSSS prior to placing an order under this Standard IA.
2. The supplying officer (or unit) will inform the ordering officer (or unit) of availability, price, desired method of payment, and location of the required LSSS.
3. If the support is possible, the ordering officer (or unit) will prepare the standard order form and submit it to the authorized officer who may issue the support request.
4. The authorized officer issuing the support request will sign the standard order form and forward it to the authorized officer of the supplying side receiving the support request.
5. When approving the request, the authorized officer of the supplying side will sign the standard order form, submit it to the authorized officer of the ordering side, and direct the delivering officer to provide the requested support. The delivering officer will then inform the ordering side of the date and time the requested LSSS will be provided.
6. The individual receiving the LSSS on behalf of the ordering side will sign block 22 of the standard ordering form (USFK Form 209EK) as an evidence of receipt.
7. When replacement-in-kind is used as the method of reimbursement for LSSS provided, the ordering side is responsible for arranging return transportation and delivery to the location designated by the supplying side.
8. The supplying side's finance agency will submit invoices to the ordering side after delivery or performance of the LSSS according to the following procedure:
 - a) The supplying side's financial agency will forward a completed standard order form (USFK Form 209EK), with supporting receipt documents, if applicable, to the ordering side's designated financial agency no later than three months from the date the LSSS was provided to the ordering side for a reimbursable (cash) transaction.

- b) All billing and payment will be in the currency of the supplying side.
9. Payment by the ordering side to the supplying side will be made within 60 days of receipt of the invoice by the ordering side. However, when the payment date must be changed due to force majeure such as natural disasters, the date may be changed under mutual consent of the sides.

SECTION VIII EXECUTING ARRANGEMENT

When detailed guidance is required in bilateral provision of LSSS through this Standard IA, a separate executing guidance may be concluded between the sides while being consistent with the MLSA and this Standard IA.

SECTION IX SETTLEMENT OF DISPUTES

The sides will make a good faith effort to resolve disagreements arising with respect to the interpretation or application of this Standard IA. Any such disagreements will be resolved through negotiation and will not be referred to an international tribunal or third party for settlement.

SECTION X AMENDMENTS AND REVIEW

1. Amendments to this Standard IA may be made in writing with the consent of both sides at any time. Requests for amendment will be made by the requesting side at least 60 days in advance of the desired effective date of the amendment.

2. Notification of changes to responsible authorities listed in Annex B does not constitute an amendment of this Standard IA. Such changes may be made by a letter or e-mail from one side to the other.
3. Either side may request review of this Standard IA by submitting a written request to the other side.

SECTION XI ENTRY INTO FORCE AND TERMINATION

1. This Standard IA will enter into effect on the date it is signed by both sides.
2. This Standard IA will remain in effect until it is terminated or superseded by mutual consent of the sides.
3. Any amounts owed by one side to the other side for logistical support rendered before the termination of this Standard IA will be due and paid in full by the one side to the other side within 30 days following termination.
4. Signed in duplicate on the 30th of January, 2012, at Seoul, Republic of Korea, in the English and Korean languages, both texts being equally valid.

IN WITNESS WHEREOF, the undersigned, being duly authorized by their respective sides, have signed this Implementing Arrangement.

FOR THE UNITED STATES
DEPARTMENT OF DEFENSE

FOR THE REPUBLIC OF KOREA
MINISTRY OF NATIONAL DEFENSE




BG ROBIN B. AKIN
ASSISTANT CHIEF OF STAFF, J4
UNITED STATES FORCES KOREA
UNITED STATES OF AMERICA

MG DONGWOON JUN
DIRECTOR GENERAL
LOGISTICS MANAGEMENT BUREAU
MINISTRY OF NATIONAL DEFENSE
REPUBLIC OF KOREA

Annex A. Standard Order Form.

A-1. USFK Form 209EK, Mutual Logistic Support Order/Receipt

MUTUAL LOGISTIC SUPPORT ORDER/RECEIPT 상호군수지원 요청/수령서 (USFK REG 12-16)									
1. REQUEST NUMBER 요청번호		3. FROM: 요청자			5. IMPLEMENTING ARRANGEMENT NUMBER 시행 약정 번호				
2. DATE OF REQUEST 요청일		4. TO: 피요청자			6b. DATE OF REQUESTED DELIVERY 지원 요망 일자				
6a. FUND CITE 자금부호									
7. STOCK NUMBER 재고번호	8. DESCRIPTION (DETAILED DESCRIPTION MAY BE ATTACHED) 품목명세(세부 내용 별첨)	9. UNITS 단위	10. QUANT. REQD. 요청량	11. QUANT. DELIVERED 지원량	12. UNIT PRICE 단가	13. TOTAL 총액	14. DELIVERING OFFICER 물품 인도관		
1							NAME 성명		
2							GRADE 계급		
3							SIGNATURE 서명		DATE 날짜
4							ORGANIZATION 소속		
5									
6									
7									
15. AUTHORIZING OFFICER 승인권자.		16. METHOD OF REIMBURSEMENT 상환방법		PROPOSED 제안	AGREED 동의	18. TOTAL AMOUNT CLAIMED 총 청구액			21. LIABILITY LIMITATION 책임부담제한
NAME 성명		CASH 현금지불				19. PAYABLE TO: 수납처			
GRAD: 계급		REPLACEMENT-IN-KIND 현물상환				20. TO BE FORWARDED TO: 수신처			
SIGNATURE 서명	DATE 날짜	17. SCHEDULE FOR RIK 현물상환 일정							
22. RECEIVED, INSPECTION AND ACCEPTED 접수, 검사 및 수령자			23. PLACE OF DELIVERY 인도 장소			25. AUTHORIZED LENDING OFFICER 제공권자			
NAME 성명						NAME 성명			
GRADE 계급			24. REMARKS/TRANSACTIONS CODES 비고 또는 거래부호			GRADE 계급			
SIGNATURE 서명		DATE 날짜				SIGNATURE 서명		DATE 날짜	
						ORGANIZATION 소속			

USFK Form 209EK, 1 OCT 92

A-2. Completing Standard Order Form.

1. REQUEST NUMBER: filled in by supplying participant
2. REQUEST DATE
3. FROM: personnel/unit submitting request form
4. TO: personnel/unit receiving support request
5. IMPLEMENTING ARRANGEMENT NUMBER: USG-RKG 0XX
- 6-a. FUND CITE: not required for replacement-in-kind
- 6-b. DATE OF REQUESTED DELIVERY: for services, initial service start date
7. STOCK NUMBER: identification number of supplied items
8. DESCRIPTION: summarized description (detailed list of services or attach written description)
9. UNITS: units of measurement for supply; i.e. gallons, barrels & etc. Only applied to acquisition & transfer
10. QUANTITY REQUESTED: quantity of requested logistics support
11. QUANTITY DELIVERED: quantity of logistics support provided
12. UNIT PRICE: if fixed price not applicable, use not-to-exceed (NTE) price for 12, 13 & 18. The NTE is the ceiling price for the receiving participant
13. TOTAL: supplied quantity x unit price
14. DELIVERING OFFICER: Supplying Participant's officer or official authorized to issue/provide supplies or services
15. AUTHORIZING OFFICER: officer or official authorized to request supplies or services
16. METHOD OF REIMBURSEMENT: cash/replacement-in-kind (RIK)
17. SCHEDULE FOR RIK: fill in the date for reimbursement or replacement, not to exceed 90 days
18. TOTAL AMOUNT CLAIMED: total amount for the entire items in Supplying Participant's currency
19. PAYABLE TO: unit receiving reimbursement for logistics support
20. TO BE FORWARDED TO: unit receiving logistics support
21. LIABILITY LIMITATION: if cost not identified, NTE price
22. RECEIVED, INSPECTION ACCEPTED: individual approved by the Receiving Participant to collect supplies or services
23. PLACE OF DELIVERY: (military) unit and location of support
24. REMARKS/TRANSACTIONS CODES: codes are to be used by US Army only
25. AUTHORIZED LENDING OFFICER: Supplying Participant's officer or official authorized for the provision (Supplying Participant's counterpart of 'authorizing officer')

A-3. Responsible Authorities (POCs).

a. ROK POC:

(1) Responsible Authority

- (a) Primary: Director General of Logistics Management Bureau, ROK MND
 - Address: Office of DG LMB ROK MND, 22 Itaewon-ro Yongsan-gu, Seoul.
 - Postal Code: 140-701.
 - Telephone: 02-748-5700.
 - Fax: 02-748-5699.

- (b) Assistant: Director of International Logistics Cooperation Division, LMB, ROK MND.
 - Address: ILCD LMB ROK MND, 22 Itaewon-ro Yongsan-gu, Seoul.
 - Postal Code: 140-701.
 - Telephone: 02-748-5750.
 - ROK-US Logistics Cooperation personnel: 02-748-5751.
 - Fax: 02-748-5699.

(2) Functional POCs.

(a) Army.

- i. Army HQ: Director of Logistics Planning Branch, A-4.
 - Address: P.O. Box 501-7, Bunam-ri Shindoan-myeon Gyeryong City, Chungcheongnam-do.
 - Postal Code: 321-929.
 - Telephone: 042-550-4110.
 - Fax: 042-551-0666.

Division.

- ii. Army Logistics Command: Director of Plans and Operations, Logistics Planning
 - Address: P.O. Box 120-1-5 Banseok-dong Yuseong-gu, Daejeon.
 - Postal Code: 305-150.
 - Telephone: 042-616-3100.
 - Fax: 042-826-7061.

(b) Navy.

- i. Navy HQ: Director of Logistics Planning Branch, A-4.
 - Address: P.O. Box 501-203, Bunam-ri Shindoan-myeon Gyeryong City, Chungcheongnam-do.
 - Postal Code: 321-929.
 - Telephone: 042-553-4410.
 - Fax: 042-553-4106.

Division.

- ii. Navy Operations Command: Director of Plans, Logistics Staff Division.
 - Address: P.O. Box 7-4 Yongho-dong Nam-gu, Busan.
 - Postal Code: 608-090.
 - Telephone: 051-679-6410.
 - Fax: 051-679-5740.
- iii. Navy Logistics Command: Head of Materiel Team, Logistics Management
 - Address: P.O. Box 602-2-8 Hyeon-dong Jinhae-gu Changwon City, Gyeongsangnam-do.
 - Postal Code: 645-798.
 - Telephone: 055-549-3230.
 - Fax: 055-543-2065.

(c) Air Force.

- i. Air Force HQ: Director of Logistics Planning Branch, A-4.
 - Address: P.O. Box 501-306, Bunam-ri Shindoan-myeon Gyeryong City, Chungcheongnam-do.
 - Postal Code: 321-929.
 - Telephone: 02-506-4115 (External Coordination/Wartime Requirement personnel).
 - Fax: 042-551-3399.

Division.

- ii. Air Force Operations Command: Director of Logistics Operations, Logistics
 - Address: P.O. Box 309-42 Shinjang-dong Pyeongtaek, Gyeonggi-do.
 - Postal Code: 459-799.
 - Telephone: 031-669-4026 (Supply Management personnel).
 - Fax: 031-669-6669.

- iii. Air Force Logistics Command: Director of Planning Division.
 - Address: P.O. Box 304-102 Gumsa-dong Dong-gu, Daegu.
 - Postal Code: 701-799.
 - Telephone: 053-989-3727 (Wartime Planning personnel, Planning Division).
 - Fax: 053-985-0404.

(3) Financial Department POCs.

(a) Army.

- i. Army HQ: Director of Budgeting Division, Directorate of Forces.
 - Address: P.O. Box 501-7, Bunam-ri Shindoan-myeon Gyeryong City, Chungcheongnam-do.
 - Postal Code: 321-929.
 - Telephone: 042-550-2400.
 - Fax: 042-551-0666.

Planning Division.

- ii. Army Logistics Command: Director of Budgeting & Accounting Branch, Logistics
 - Address: P.O. Box 120-1-5 Banseok-dong Yuseong-gu, Daejeon.
 - Postal Code: 305-150.
 - Telephone: 042-616-3300.
 - Fax: 042-826-7061.

(b) Navy.

- i. Navy HQ: Director of Accounting Branch, Budgeting Division, A-5.
 - Address: P.O. Box 501-204, Bunam-ri Shindoan-myeon Gyeryong City, Chungcheongnam-do.
 - Postal Code: 321-929.
 - Telephone: 042-553-5460.
 - Fax: 042-551-3144.

Procurement Division.

- ii. Navy Logistics Command: Director of Financial Management Branch,
 - Address: P.O. Box 602-2-10 Hyeon-dong Jinhae-gu Changwon City, Gyeongsangnam-do.

- Postal Code: 645-798.
- Telephone: 055-549-3401.
- Fax: 055-549-3419.

(c) Air Force.

- i. Air Force HQ: Director of Administrative Support Branch, A-5.
 - Address: P.O. Box 501-302, Bunam-ri Shindoan-myeon Gyeryong City, Chungcheongnam-do.
 - Postal Code: 321-929.
 - Telephone: 02-506-2362 (Administration & Accounting personnel, Administrative Support Branch, A-5).
 - Fax: 042-551-3399.
- ii. Air Force Logistics Command: Director of Accounting Division.
 - Address: P.O. Box 304-107 Gumsa-dong Dong-gu, Daegu.
 - Postal Code: 701-799.
 - Telephone: 053-989-3727 (Logistics Accounting personnel, Accounting Division).
 - Fax: 053-985-0404.

b. US POC:

(1) Responsible Authority:

- (a) USFK Assistant Chief of Staff, J4.
 - Address: USFK J4, Unit 15237.
 - Postal Code: 96205-5237.
 - Telephone: 0505-723-5459, DSN 315-723-5459.
- (b) Primary OPR: Chief, Multinational Logistics Division, MLD, USFK J4.
 - Address: USFK J4, Unit 15237.
 - * Attn: Multinational Logistics Division.
 - Postal Code: 96205-5237.
 - Telephone: 0505-723-5209, DSN 315-723-5209.
 - * US MLSA Manager: 0505-723-6078, DSN 315-723-6078.
 - Fax: 0505-723-8477.

(2) Functional POCs.

- (a) Army: Eighth Army G4 Plans.
 - Address: PSC 303 Box 29 APO AP.
 - Postal Code: 96204.
 - Telephone: 02-7913-6705, DSN 315-723-6705.
- (b) Navy: Commander, U.S. Naval Forces Korea: Director of Logistics, CNFK/N4.
 - Address: Unit 15250, APO AP.
 - Postal Code: 96205-5250.
 - Telephone: Commercial 0505-723-4906, DSN 315-723-4906.
 - Fax: 0505-723-4908, DSN 315-723-4908.
- (c) Air Force: Seventh Air Force HQ: Director of Logistics Planning Branch, 7 AF/A4.
 - Address: Unit 2047, APO AP

- Postal Code: 96278-2047.
- Telephone: Commercial 031-661-7701, DSN 315-784-7701.
- Fax: Commercial 031-661-1103, DSN 315-784-1103.

(d) Marines: U.S. Marine Forces, Korea: AC/S G-4 (Director of Logistics).

- Address: Unit 15708, APO AP.
- Postal Code: 96205.
- Telephone: Commercial 02-7913-7184, DSN 315-723-7184.
- Fax: Commercial 02-7913-7042, DSN 315-723-7042.

(e) Special Operations: Special Operations Command Korea (SOCKOR) Director of Logistics/J4.

- Address: Unit #15622, APO AP.
- Postal Code: 96205.
- Telephone: Commercial +82 (0)505-723-4067, DSN 315-723-4067.

(3) Financial Department POCs.

(a) Army: 175th FMC.

- Address: 175th FMC, Unit # 15300.
- ATTN: EAFC-CPA-AOG.
- Postal Code: 96205-0073.
- Telephone: Commercial: 0505-723-7793 or DSN 315-723-7793.
- Fax: Commercial: 0505-723-3165 or DSN 315-723-3165.

(b) Navy: Commander, U.S. Naval Forces Korea: Director of Logistics, CNFK/N4.

- Address: Unit 15250, APO AP.
- Postal Code: 96205-5250.
- Telephone: Commercial 0505-723-4906, DSN 315-723-4906.
- Fax: 0505-723-4908, DSN 315-723-4908.

(c) Air Force: Seventh Air Force HQ: Director of Finance, 7 AF/FM.

- Address: Unit 2047, APO AP.
- Postal Code: 96278-2047.
- Telephone: Commercial 031-661-4129, DSN 315-784-4129.

(d) Marines: U.S. Marine Forces, Korea: AC/S G-8 (Budget Officer).

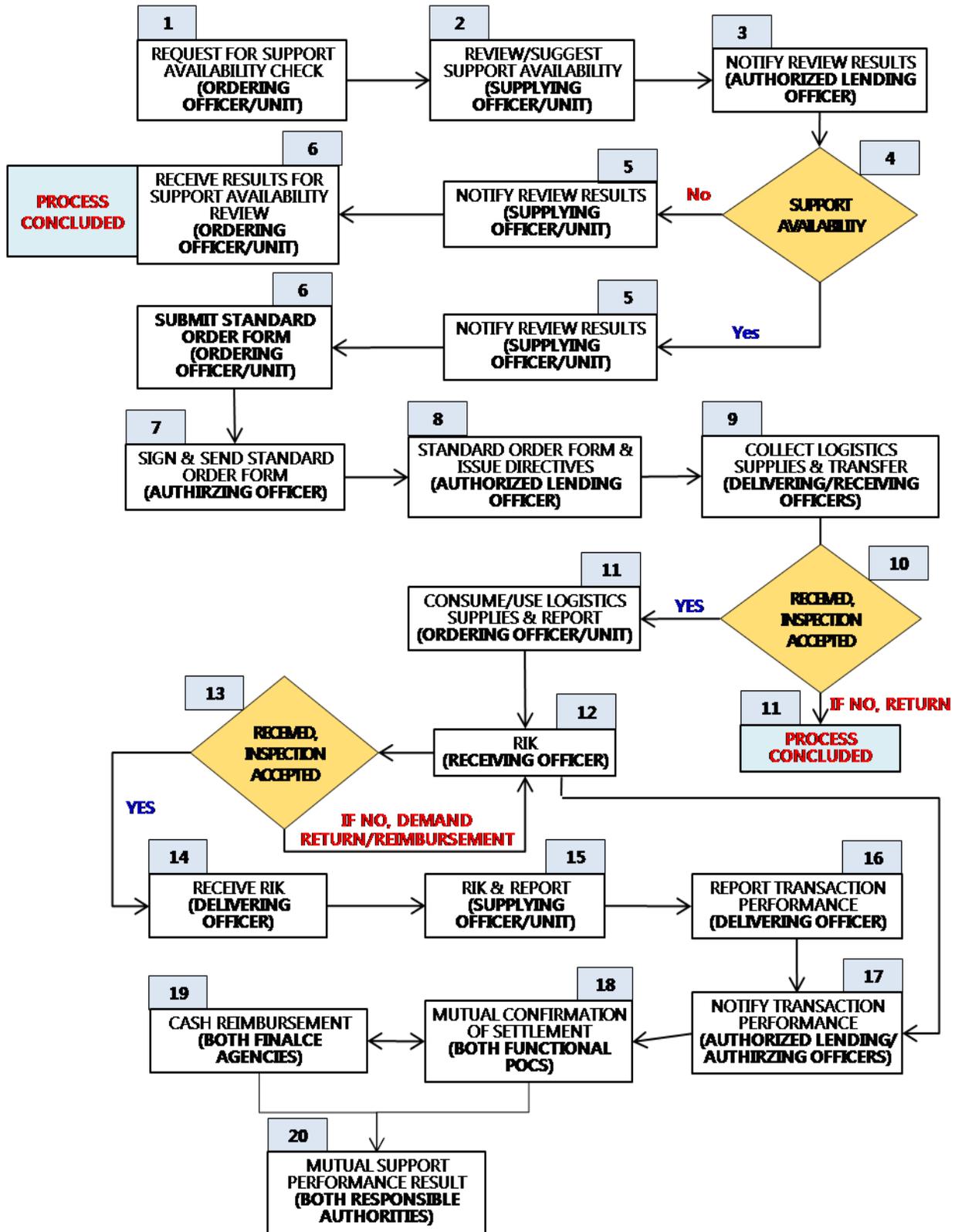
- Address: Unit 15708, APO AP.
- Postal Code: 96205.
- Telephone: Commercial 02-7913-7466, DSN 315-723-7466.
- Fax: Commercial 02-7913-7042, DSN 315-723-7042.

(e) Special Operations: Special Operations Command Korea (SOCKOR) Resource Manager /

RM.

- Address: Unit #15622, APO AP.
- Postal Code: 96205.
- Telephone: Commercial 0505-723-4067, DSN 315-723-4067.

A-4. Mutual Logistics Support Flow Chart.



Appendix E
Sample Memorandum of MIPR Procedures for DFAC Meal Purchases

EAGD-OFS

17 October 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Military Interdepartmental Purchases Request (MIPR) Procedures for Dining Facility (DFAC) Meal Purchases

1. Units that are requesting meal support and required to pay for meals will coordinate with the responsible food program manager (FPM) of the DFAC that will provide the meal no later than 20 working days prior to required date. The FPMs contact numbers are as follows:

Area I FPM: DSN 732- 9523/6586

Area II FPM: DSN 738-7211/7214

Area III FPM: DSN 753-6698/6971

Area IV FPM: DSN 768-7056

2. The request for meal support requires two different finance transactions. A MIPR is required to pay the food cost and is reimbursed back to the Military Personnel, Army (MPA) Account. A Work Breakdown Structure (WBS) element transaction through General Fund Enterprise Business System (GFEBs) can be processed to reimburse the Operations and Maintenance, Army (OMA) cost which offsets the operational cost at the installation.

3. The FPM will assist the unit by providing:

a. Meal cost: They will determine the breakout of food cost and OMA for proper processing of the financial transaction (MIPR or WBS).

b. MIPR information.

c. WBS element number for OMA transaction; POC is Ms. Casey Kim, Resource Management (RM), 403rd AFSB, Tel # DSN 768-7629 or casey.y.kim.civ@mail.mil.

4. In coordination with(ICW) the unit's RM; the unit will prepare and process:

a. MIPR for MPA transaction, see appendix E, annex A for a sample MIPR.

- DD Form 448, Military Interdepartmental Purchases Request (MIPR) Block #7, 'TO' information is as follows:

MILITARY PERSONNEL DIVISION
ATTN: SAFM-BUO-M,
Mr. Michael Mooney (703) 692-9836
michael.j.mooney1.civ@mail.mil
109 ARMY PENTAGON, ROOM 3B349
WASHINGTON, DC 21310-0109

EAGD-OFS

SUBJECT: Military Interdepartmental Purchases Request (MIPR) Procedures for Dining Facility (DFAC) Meal Purchases

- b. OMA transaction through GFEBS with provided WBS element number, see Annex B.
 - c. Unit RM can process through a FMBB transaction in GFEBS with a WBS number.
5. The Army Budget Office (ABO) will process the MIPR (DD Form 448) and provide an Acceptance of MIPR, DD Form 448-2, (see Annex A) to the unit submitting the MIPR.
 6. The unit will provide a copy of DD Form 448 and 448-2 to the DFAC manager. The DFAC Manager provides a copy of DD Form 448 and 448-2 to the responsible food program manager and the unit food supervisory personnel.
 7. The DFAC manager will use the copy of DD Form 448 and 448-2 to ensure that payment was received and to use as documentation for headcount procedures.
 8. The headcounter will report the headcount as Finance and Accounting Office (FAO) by using a separate DA Form 3032. DA Form 3032 preparation guidance is as follows:
 - Block # 5: Enter an 'x' in the 'Other' box and write in 'MIPR one-line entry'.
 - Block # 6: Enter the number of diners being accounted for with FAO i.e. 25 FAO.
 - Block # 7: Enter the person in charge signature and rank.
 - Block # 8: The person in charge will fully explain the reasons of the meal request.
 9. The headcounter will physically count the number of persons subsisting and confirm the entry annotated by the person in charge of the group.
 10. The headcounter will close out the form and sign the headcounter block.
 11. The point of contacts for this memo are Food Advisor, G4 8A, 723-4145, and Subsistence Officer, 403rd, 768-9345.

HAESOO KIM
CW5, GS
Food Advisor, G4 8A

DISTRIBUTION:
C

Annex A
Sample of DD Form 448, Military Interdepartmental Purchase Request

MILITARY INTERDEPARTMENTAL PURCHASE REQUEST					1. PAGE 1 OF 1 PAGES				
2. FSC		3. CONTROL SYMBOL NO.		4. DATE PREPARED		5. MIPR NUMBER		6. AMEND NO	
				07 NOVEMBER 2013		10434762		BASIC	
7. TO: W00G ARMY BUDGET OFFICE SAFM BUP M PENTAGON, DC 20301-0109 POC: Mr. Michael J. Mooney Email: michael.j.mooney1.civ@mail.mil Phone: (703) 692-9836				8. FROM: (Agency, name, telephone number of originator) Headquarters, Eighth Army Unit #15236 APO, AP 96205-5236 RM POC: CPT Ngoc-Uyen Do Email: ngocuyen.t.do.mil@mail.mil DSN: 315-723-3951					
9. ITEMS <input type="checkbox"/> ARE <input checked="" type="checkbox"/> ARE NOT INCLUDED IN THE INTERSERVICE SUPPLY SUPPORT PROGRAM AND REQUIRED INTERSERVICE SCREENING <input type="checkbox"/> HAS <input checked="" type="checkbox"/> HAS NOT BEEN ACCOMPLISHED.									
ITEM NO a	DESCRIPTION (Federal stock number, nomenclature, specification and/or drawing no.) b			QTY c	UNIT d	ESTIMATED UNIT PRICE e	ESTIMATED TOTAL PRICE f		
001	HA14-002 Thanksgiving Luncheon IHO TROKA & FROKA Leaders 1. FY14 Official Representation Funds (.0012 Limitation) from Region-Pacific located at USAG-Yongsan, Korea. 2. PURPOSE: Funds are provided to pay for meals at Camp Yongin DFAC. The Thanksgiving Luncheon is in honor of TROKA/FROKA Senior Leaders. 3. Funds expire 30 September 2014. 4. All billings must cite MIPR# (block 5) and complete accounting classification (block 14). 5. This Economy Act Order is placed IAW the provisions of DFAS-IN Reg 37-1/DoDFMR, Volume 11A, Chapter 3. 6. Request MIPR Acceptance, DD 448-2 and completed billing status forwarded to RM POC below for processing. 7. RM POC: CPT Ngoc-Uyen Do, DSN: 315-723-3951, email: ngocuyen.t.do.mil@mail.mil			1.000		219.30	219.30		
THIS MIPR MUST BE ACCEPTED AS RECEIVED ELSE IT SHOULD BE REJECTED.									
10. SEE ATTACHED PAGES FOR DELIVERY SCHEDULES, PRESERVATION AND PACKAGING INSTRUCTIONS, SHIPPING INSTRUCTIONS AND INSTRUCTIONS FOR DISTRIBUTION OF CONTRACTS AND RELATED DOCUMENTS.								11. GRAND TOTAL 219.30	
12. TRANSPORTATION ALLOTMENT (Used if FOB Contractor's plant)					13. MAIL INVOICE TO (Payment will be made by) DFAS-INDY VP GFEBB 8899 E 56TH STREET INDIANAPOLIS IN 46249-3800 PAY OFFICE D0DAAD				
14. FUNDS FOR PROCUREMENT ARE PROPERLY CHARGEABLE TO THE ALLOTMENTS SET FORTH BELOW. THE AVAILABLE BALANCES OF WHICH ARE SUFFICIENT TO COVER THE ESTIMATED TOTAL PRICE.									
ACRN	APPROPRIATION	LIMIT/SUBHEAD	SUPPLEMENTAL ACCOUNTING CLASSIFICATION			ACCTG STA D0DAAC	AMOUNT		
	02120142014 2020000		A82JO 114051W5CC 2580 0010434762 000001000151			021001	219.30		
15. AUTHORIZING OFFICER (Type name and title) CPT NGOC-UYEN DO, Budget Analyst					16. SIGNATURE DO.NGOCUYEN.THI.12661708 97 <small>Digitally signed by DO.NGOCUYEN.THI.12661708 DN: cn=US, o=US Government, ou=DDO, ou=PR, ou=USA, c=US, email=DO.NGOCUYEN.THI.12661708@pr.usa Date: 2013.11.07 18:44:13 -0500</small>			17. DATE 07 NOVEMBER 2013	

DD Form 448, JUN 72 (EG)

PREVIOUS EDITION IS OBSOLETE

Annex B
Sample of DD Form 448-2, Acceptance of MIPR

ACCEPTANCE OF MIPR					
1. TO (Requiring Activity Address) (Include ZIP Code) Headquarters, Eight Army Unit #15236 APO, AP 96205-5236			2. MIPR NUMBER 10434762		3. AMENDMENT NO. BAS
			4. DATE (MIPR Signature Date) 11/13/2013	5. AMOUNT (As Listed on the MIPR) \$219.30	
6. The MIPR identified above is accepted and the items requested will be provided as follows: (Check as Applicable)					
a. <input checked="" type="checkbox"/> ALL ITEMS WILL BE PROVIDED THROUGH REIMBURSEMENT (Category I)					
b. <input type="checkbox"/> ALL ITEMS WILL BE PROCURED BY THE DIRECT CITATION OF FUNDS (Category II)					
c. <input type="checkbox"/> ITEMS WILL BE PROVIDED BY BOTH CATEGORY I AND CATEGORY II AS INDICATED BELOW					
d. <input type="checkbox"/> THIS ACCEPTANCE, FOR CATEGORY I ITEMS, IS QUALIFIED BECAUSE OF ANTICIPATED CONTINGENCIES AS TO FINAL PRICE. CHANGES IN THIS ACCEPTANCE FIGURE WILL BE FURNISHED PERIODICALLY UPON DETERMINATION OF DEFINITIZED PRICES, BUT PRIOR TO SUBMISSION OF BILLINGS.					
7. <input type="checkbox"/> MIPR ITEM NUMBER(S) IDENTIFIED IN BLOCK 13, "REMARKS" IS NOT ACCEPTED (IS REJECTED) FOR THE REASONS INDICATED.					
8. TO BE PROVIDED THROUGH REIMBURSEMENT CATEGORY I			9. TO BE PROCURED BY DIRECT CITATION OF FUNDS CATEGORY II		
ITEM NO. <i>a</i>	QUANTITY <i>b</i>	ESTIMATED PRICE <i>c</i>	ITEM NO. <i>a</i>	QUANTITY <i>b</i>	ESTIMATED PRICE <i>c</i>
1	Subsistence Requirement	\$219.30			
d. TOTAL ESTIMATED PRICE		\$219.30	d. TOTAL ESTIMATED PRICE		
10. ANTICIPATED DATE OF OBLIGATION FOR CATEGORY II ITEMS			11. GRAND TOTAL ESTIMATED PRICE OF ALL ITEMS \$219.30		
12. FUNDS DATA (Check if Applicable)					
a. <input type="checkbox"/> ADDITIONAL FUNDS IN THE AMOUNT OF \$ _____ ARE REQUIRED (See Justification in Block 13)					
b. <input type="checkbox"/> FUNDS IN THE AMOUNT OF \$ _____ ARE NOT REQUIRED AND MAY BE WITHDRAWN					
13. REMARKS 2142010.0000 01-1100 C 210 4N****5570 S12120 \$219.30					
14. ACCEPTING ACTIVITY (Complete Address) ASA (FM&C) Army Budget Office 109 Army Pentagon Rm 3B349 (Michael Mooney) Washington, DC 20310-0109			15. TYPED NAME AND TITLE OF AUTHORIZED OFFICIAL Michael Mooney, Financial Analyst, MPA		
			16. SIGNATURE MOONEY, MICHAEL J. 1100396288	17. DATE 20131113	

SAMPLE COPY

Appendix F
AK Form 476-R-E, Subsistence Report and Field Ration Request

SUBSISTENCE REPORT AND FIELD RATION REQUEST (AK SUPPL 1 TO AR 30-22)							REQUIREMENT CONTROL SYMBOL CLGLD-1596 (R5)	
SECTION A - KATUSA								
LINE	TOTAL PERSONNEL SUBSISTED	MEALS	DAILY SUBSISTENCE			TOTALS		
			DATE b	DATE c	DATE d	TOTAL OF COLUMNS (b+c+d) e	ACCUMULATED FROM LAST REPORT f	CUMULATIVE TOTAL TO DATE (e+f) g
1	HEADCOUNT KATUSA	B						
		L						
		D						
		BR						
		S						
SECTION B - MEALS SERVED REQUIRING REIMBURSEMENT								
2	HEADCOUNT ROKMND	B						
		L						
		D						
		BR						
		S						
3	HEADCOUNT ROKCFC	B						
		L						
		D						
		BR						
		S						
4	HEADCOUNT ROKUNC	B						
		L						
		D						
		BR						
		S						
SECTION C - KATUSA								
LINE	TOTAL PERSONNEL SUBSISTED	MEALS	DAILY SUBSISTENCE			TOTALS		
			DATE b	DATE c	DATE d	TOTAL OF COLUMNS (b+c+d) e	ACCUMULATED FROM LAST REPORT f	CUMULATIVE TOTAL TO DATE (e+f) g
5	HEADCOUNT KATUSA	B						
		L						
		D						
		BR						
		S						
SECTION D - MEALS SERVED REQUIRING REIMBURSEMENT								
6	HEADCOUNT ROKMND	B						
		L						
		D						
		BR						
		S						
7	HEADCOUNT ROKCFC	B						
		L						
		D						
		BR						
		S						
8	HEADCOUNT ROKUNC	B						
		L						
		D						
		BR						
		S						

AK FORM 476-R-E, APR 2015

Glossary

Section I. Abbreviations

8A	Eighth Army
ABO	Army Budget Office
AFSB	Army Field Support Brigade
AK	Army in Korea
APF	Appropriated Fund
CAC	Common Access Card
CFC	Combined Forces Command
DA	Department of Army
DD	Department of Defense (forms only)
DFAC	Dining Facility
DFM	Dining Facility Manager
DSO	Defense Subsistence Office
EEC	Emergency Essential Civilian
FAO	Finance and Accounting Office
FF&V	Fresh Fruits & Vegetables
FST	Food Service Technician
FTX	Field Training Exercise
GFEBs	General Fund Enterprise Business Systems
HQ	Headquarters
HQ UNC	Headquarters United Nations Command
ID	Identification
KATUSA	Korean Augmentation to the United States Army
KN	Korean National
KSC	Korean Service Corps

LN	Local National
LRC	Logistics Readiness Center
LSSS	Logistics Support Supplies and Services
MEC	Mission Essential Civilian
MLSA	Mutual Logistics Support Agreement
NCO	Noncommissioned Officer
OPRAT	Operational Rations
PBO	Property Book Officer
QDR	Quality Deficiency Report
RM	Resource Manager
ROK	Republic of Korea
ROKA	Republic of Korea Army
ROK MND	Republic of Korea Ministry of National Defense
SPC	Specialist
UNC	United Nations Command
USAG	United States Army Garrison
USFK	United States Forces Korea
WBS	Work Breakdown Structure