

# A La Carte Review Guide

Area	Main Question	Page
Food Item Pricing	What method do DFACs use to determine accurate food item selling prices?	2
Headcounting	Are a la carte headcounting procedures accurate?	10
A La Carte Procedures	Have a la carte specific issues been addressed and local procedures put in place to address them?	11
DFAC Account Earnings	How much does the DFAC account earn for each food item sold?	12
Operating Expense Return	How do I determine how much operating expense should the installation be getting back from the DFAC cash collection voucher turn-ins?	13

## **Food Item Pricing**

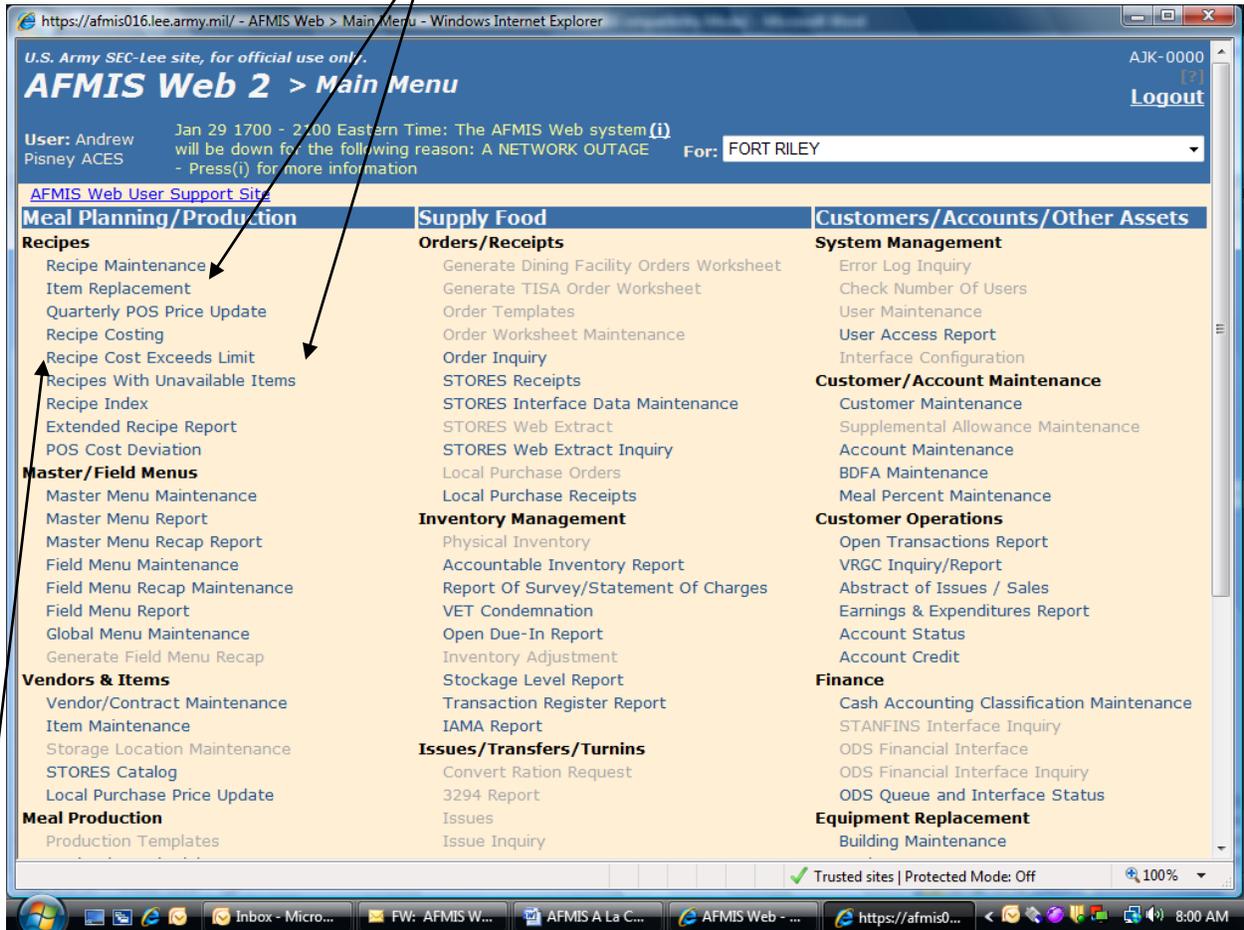
Ask the DFAC what method they are using to determine food item prices. They can only be using one of two methods:

1. Manual Method. If the DFAC is using the manual method, this means the DFAC manager is manually calculating out the cost of each food item and then manually inputting the item and the selling price into the POS. This is not the recommended method as these prices are usually not accurate and rarely get updated.
2. AFMIS Method. If the DFAC is using AFMIS, the AFMIS recipe cards determine the food item selling price. This is the preferred method but a lot Food Program Managers don't keep the recipe cards up to date in AFMIS.

To insure the recipe cards are correct, the DFAC manager and the Food Program Manager has to work together and review each recipe the DFAC is using for accuracy.

To start, the Food Program Manager should run two reports on Tuesday each week since the new STORES catalog is downloaded on Monday. These are:

**Recipes with Unavailable Items.** If food items have changed out with the new catalog, the new food items will have to be replaced on the recipe cards. Run this report to see. If recipes show up on this list, the Food Program Manager will have to go into item replacement and replace the ingredients that are no longer available.



**Recipe Cost Exceeds Limits.** Run this after you replace ingredients. This report shows if there are recipes that are too high. If items show up on this, the Food Program Manager should review the recipe to make sure the ingredients and the conversion factors are right on the recipe.

The Food Program Manager must review each recipe to be totally accurate. He should look for red flags such as why does one serving of meatloaf cost \$.50? Prices that seem out of whack should be reviewed. Also, the Food Program Manager should review the short order food items with reality in mind. TM 10-412 says the serving portion on burgers and hot dogs is one each. We know each DFAC serves 2 though. To get a real price, the recipe card must reflect two as a serving then. To review recipe cards, click into Recipe Maintenance.



Let's look at the cheeseburger, which is usually wrong. Type in burger and click view. It pulls up anything with burger in it. Let's click on the recipe N01201 for cheeseburgers.

The screenshot shows the AFMIS Web 2 interface for recipe search. The search criteria are set to 'Recipe Number/Name' with the value 'BURGER'. The results table lists 30 recipes, including 'TURKEY BURGER', 'VEGI-BURGER', 'CHEESEBURGER M/CARONI CASS', 'TURKEY BURGER/W CHEESE', 'VEGI-BURGER WITH CHEESE', 'RANGER BURGER (8063)', 'GRILLED HAMBURGER STEAK', 'HAMBURGER STROGANOFF', 'HAMBURGER PARMESAN', 'HAMBURGER PARMESAN', 'HAMBURGER PARMESAN', 'HAMBURGER YAKISOBA', 'HAMBURGER PIZZA', 'GRILLED HAMBURGERS', 'CHEESEBURGERS', 'CHEESY BACONBURGER', 'CHILIBURGER', 'GRILLED BURGER (ZARTIC)', and 'PIZZABURGER'. An arrow points to the 'GRILLED HAMBURGERS' row (N01200) and another arrow points to the 'CHEESEBURGERS' row (N01201).

	Recipe No	Recipe Name	Course	Cost
	L02803	TURKEY BURGER	6	\$0.81
	L02805	VEGI-BURGER	6	\$2.25
	L02808	CHEESEBURGER M/CARONI CASS	2	\$0.09
	L02810	TURKEY BURGER/W CHEESE	6	\$0.87
	L02811	VEGI-BURGER WITH CHEESE	6	\$2.38
	L03701	RANGER BURGER (8063)	2	\$0.65
	L03702	GRILLED HAMBURGER STEAK	6	\$0.84
	L05302	HAMBURGER STROGANOFF	2	\$0.63
	L06000	HAMBURGER PARMESAN	2	\$0.79
	L06001	HAMBURGER PARMESAN	2	\$2.88
	L06002	HAMBURGER PARMESAN	2	\$2.86
	L05201	HAMBURGER YAKISOBA	2	\$0.83
	L16503	HAMBURGER PIZZA	6	\$2.24
	N01200	GRILLED HAMBURGERS	6	\$1.58
	N01201	CHEESEBURGERS	6	\$1.12
	N01202	CHEESY BACONBURGER	6	\$1.46
	N01204	CHILIBURGER	6	\$2.33
	N01205	GRILLED BURGER (ZARTIC)	6	\$1.12
	N01206	PIZZABURGER	6	\$2.39

This pulls up the main recipe screen. From here you can see the serving portion, the base food cost, the food cost with condiment cost, and the POS selling price. Here is where the Food Program Manager would also exclude recipes when running quarterly price updates. Usually only the drinks are hard-coded into the POS. We can see that the serving portion is 2, but \$1.12 for two burgers seems low. To see the ingredients, click on ingredients.

U.S. Army SEC-Lee site, for official use only. AJK-P001B

## AFMIS Web 2 > Recipe Maintenance > Details

Main Menu

User: Andrew Pisney ACES Jan 29 1700 - 2100 Eastern Time: The AFMIS Web system will be down for the following reason: A NETWORK OUTAGE - Press(i) for more information

For: FORT RILEY

Recipe Details [Ingredients](#) [Instructions](#)

Complete:  Flag for Delete:

Recipe No:  Recipe Type:

Recipe Name:  CCP:

Description:

POS Name:  Yield:  Portion:

Course:

Cost:					POS Date
Portion	w/Cond	POS	Exclude from Price Update		2010-01-08 FRI
\$1.12	\$1.34	1.40	<input type="checkbox"/>		

**Nutritional Information:**

Calories	Carbohydrates	Protein	Fat	Cholesterol	Sodium	Calcium
400	22	25	23	77	461	

Done Trusted sites | Protected Mode: Off

Now we can review the ingredients and conversion factors. One look at this recipe it is easy to see why the cost of this recipe is too low. They are saying that 10 lbs of burgers will feed 100 people 2 burgers each. No way. The cheese and buns cost more than the burgers. The APQ column is used to calculate recipe cost. Let's change the APQ to 37 lbs.

U.S. Army SEC-Lee site, for official use only.  
**AFMIS Web 2 > Recipe Maintenance > Ingredients**  
 User: Andrew Pisney ACES Jan 29 1700 - 2100 Eastern Time: The AFMIS Web system will be down for the following reason: A NETWORK OUTAGE - Press(i) for more information  
 For: FORT RILEY

[Recipe Details](#) [Ingredients](#) [Instructions](#) [Print Recipe Review Report](#) [Delete](#) [Save](#) [Save & Return](#) [Cancel](#)

**Recipe No:** N01201 **Yield:** 100 **Portion:** 2 CHEESEB **Cost:** \$1.12  
**Recipe Name:** CHEESEBURGERS **Course:** 6 **SHORT ORDER**

**Checked Items** [Delete](#)

<input type="checkbox"/>	Step	Sub Step	TIIN	Item Name	Prop.	QTY	UM	Weight	Base Conv Ind	APQ	Item Cost
<input type="checkbox"/>	1		E60-6572	BEEF PATTY, OLD FASHIONED, FULLY COOKED NGENU		37.5000	LB	37.5000	W	10.0000	\$31.80
<input type="checkbox"/>	1		E19-7354	CHEESE, AMERICAN, PROCESSED, SLICED, CHL, 160 SLIC		200.0000	LB	12.7500	W	20.0000	\$41.80
<input type="checkbox"/>	2		E11-5539	ROLLS, HAMBURGER, FRESH, WHITE, PAN BAKED, 4.5 IN.		16.6660	PK	23.9750	W	23.9750	\$38.84

Trusted sites | Protected Mode: Off | 100%

Once we change the quantity and save it, the recipe cost is recalculated to \$1.98 per serving. Much more realistic. When working in conversion factors, it can get quite complicated, sometimes so it never hurts to call SEC-L.

U.S. Army SEC-Lee site, for official use only. AJK-P001C

## AFMIS Web 2 > Recipe Maintenance > Ingredients

[Main Menu](#)

User: Andrew Pisney ACES Jan 29 1700 - 2100 Eastern Time: The AFMIS Web system will be down for the following reason: A NETWORK OUTAGE - Press(?) for more information For: FORT RILEY

[Recipe Details](#)   [Ingredients](#)   [Instructions](#)   [Print Recipe Review Report](#)   [Delete](#)   [Save](#)   [Save & Return](#)   [Cancel](#)

**Recipe No:** N01201      **Yield:** 100      **Portion:** 2 CHEESEB      **Cost:** \$1.98  
**Recipe Name:** CHEESEBURGERS      **Course:** 6      *SHORT ORDER*

**Checked Items** [Delete](#)

<input type="checkbox"/>	Step	Sub Step	TIIN	Item Name	Prop.	QTY	UM	Weight	Base Conv Ind	PQ	Item Cost
<input type="checkbox"/>	1		E60-6572	BEEF PATTY, OLD FASHIONED, FULLY COOKED NGENU		37.5000	LB	37.5000	W	37.0000	\$117.66
<input type="checkbox"/>	1		E19-7354	CHEESE, AMERICAN, PROCESSED, SLICED, CHL, 160 SLIC		200.0000	LB	12.7500	W	20.0000	\$41.80
<input type="checkbox"/>	2		E11-5539	ROLLS, HAMBURGER, FRESH, WHITE, PAN BAKED, 4.5 IN.		16.6660	PK	23.9750	W	23.9750	\$38.84

Trusted sites | Protected Mode: Off      100%

On a Quarterly basis, the Food Program Manager must run the Quarterly Price Update. A la carte prices should only be updated quarterly so the diner doesn't see prices changing constantly. To run it, click into Quarterly POS Price Update.



## Headcounting

Headcounting is crucial in a la carte DFACs. Areas of concern are:

<b>Area</b>	<b>Issue</b>
Log Into the POS	Civilian headcounters will have their own login at the POS. If detailed Soldiers are pulling headcount, the DFAC manager must establish a dummy POS log-in (123456789 Soldier HC POS-1) and keep a roster of the detailed headcounter by POS for accountability purposes. It would help also if the DFAC or Installation has an SOP outlining these procedures.
Accuracy	When headcounters miss food items or ring up wrong food items, they can cost the DFAC account big money. Headcounters should check the POS prior to each meal and let the DFAC manager know if anything being served is not on the POS.
Cash Accountability	The DFAC manager should have a system to verify and clear each cash register at the end of each meal. The SOP would help here too.
Change Fund	A la carte DFACs need to start with more change than non-a la carte DFACs.
Speed	The POS is the bottleneck in a la carte DFACs. If a cashier is good, they will be lucky to process 3 diners per minute at each POS. Detailed Soldier Cashiers slow headcounting way down. Some DFACs have separate lines set up just for SIK diners to speed this process up. Take a look and see if this is an issue.

## A La Carte Procedures

When DFACs go a la carte, the FPM and DFM must sit down and address certain a la carte requirements such as:

<b>Area</b>	<b>Issue</b>	<b>Recommendation(s)</b>
SIK vs. BAS Diners	BAS diners can get anything they want because they are paying for it. What do I do about SIK diners?	1. Instruct personnel to serve standard portion sizes IAW recipe cards. No change from normal policy. 2. Don't implement separate color plates.
Reverting back to fixed meal pricing	Can I revert back to fixed meal pricing for super suppers?	No. Only authorized time DFACs can revert back to fixed meal pricing is for holiday meals.
Seconds	How do I do seconds?	1. Cash meal customers go back through line and go back through POS and pay just like they did before. 2. SIK diners follow normal seconds policy (at end of meal, once called by manager).
Merchandizing	What merchandizing requirements are there for a la carte DFACs?	DFAC must have prices available for each food item on/or close to items being sold. May use separate item price cards or centralized price list for each serving area.
Leftovers	How do I sell leftovers?	1. At normal price. 2. At reduced price. DFM can go input reduced price on the POS for each item leftover.
Price Averaging	Can I do price averaging for common foods?	Yes, only if the foods generally cost the same. Foods such as vegetables, drinks, soups, omelets, etc.
Commercial pricing	Can I commercially price drinks?	Yes. AFMIS will price out soda about \$.10 per glass. This is too low for the value of soda that you can buy in the store. I would recommend pricing it at the \$.50 range or so depending on the size of the glass.
Salad Bars	How do I price out the salad bar?	1. If the cash register has a scale this is the best way (price per ounce). 2. If no scale, price average by the bowl. Some installations also have a big and small bowl and both are priced separately.

## DFAC Account Earnings

Non-a la carte DFACs earn the meal BDFAs for their account for each meal sold. This is not the case with a la carte DFACs. Here is how the a la carte DFAC account earns money:

SIK Diners: The DFAC still earns the meal BDFAs for each meal sold.

Cash Diners: The DFAC earns only the base food cost plus condiment cost for each food item sold regardless if the meal sold was for the standard or discount meal rate. DFAC managers can see this meal breakdown by reviewing the Headcount/Cash Collected Report. For this meal, the DFAC earned a total \$483.65 for the a la carte meal sales. This total will be rolled into all the earnings for the day and reflected on the Earnings and Expenditure Report.

Headcount/Cash Collected Report				
MTSS Receive Army				
MTSS Army Reserve				
MTSS Army National Guard				
MTSS Other				
Total:	SIK MTSS	0		0.00
<b>Cash</b>				
	Garrison Buffet Cash Standard	0	0.00	0.00
	Garrison Buffet Cash Discount	0	0.00	0.00
	Ala Carte Cash Standard	196	473.75	130.45
	Ala Carte Cash Discount	6	9.90	0.00
Total:	Cash	202	483.65	130.45
<b>Payroll Deduction</b>				
	Garrison Buffet PD Standard	0	0.00	0.00
	Garrison Buffet PD Discount	0	0.00	0.00
	Ala Carte PD Standard	0	0.00	0.00
	Ala Carte PD Discount	0	0.00	0.00
Total:	Payroll Deduction	0	0.00	0.00
Total:	GARRISON	634	483.65	130.45
Page 1 of 2				
Date Printed: 2010-01-21 1434 Thursday				
AJK-H002-1				
<b>Headcount/Cash Collected Report</b>				
Customer:	Cantigny DFAC B7673	UIC: W6DG11	Meal Type: LUN	Meal Date: 2010-01-20 Wednesday
Reporting Category	Headcount	Food Cost	Operating Expense	Earnings

# Operating Expense Return

FPMs can determine how much operating expense they are earning by reviewing the Cash Turn-In Summary Report.

**Cash Turn-In Summary Report**

Date Printed: 2010-01-21 12:06 Thursday  
From: 2010-01-01 To: 2010-01-21

Customer Name: COMBS HALL DFAC      UIC: W6CGA1

Vouchers

Cash Collection Period	Cash Turn-in date	Date Prepared	Field Food Cost	Field Operation and Maintenance	Field Overage/Shortage	Fee Amount	Total Cash Turn-in
2010-01-16 To 2010-01-20		2010-01-21	0.00	0.00	0.00	0.00	637.00
2010-01-13 To 2010-01-15		2010-01-21	0.00	0.00	0.00	0.00	953.00
2010-01-13 To 2010-01-15	2010-01-18	2010-01-21	0.00	0.00	0.00	0.00	0.00

Disbursing Office Collection Voucher Number: 32  
Receiving Office Collection Voucher Number: 31  
Garrison Food Cost: 515.25  
Garrison Operation and Maintenance: 122.30  
Garrison Overage/Shortage: 0.00

Disbursing Office Collection Voucher Number: 31  
Receiving Office Collection Voucher Number: 30  
Garrison Food Cost: 780.85  
Garrison Operation and Maintenance: 173.10  
Garrison Overage/Shortage: 0.00

Disbursing Office Collection Voucher Number: \*\*VOID\*\*  
Receiving Office Collection Voucher Number: 30  
Garrison Food Cost: 0.00  
Garrison Operation and Maintenance: 0.00  
Garrison Overage/Shortage: 0.00

The FPM should keep a running tally of the Garrison Operation and Maintenance total for each turn-in for the month and year. For instance, looking at the report above, the installation should be getting back  $\$122.30 + \$173.10 = \$295.40$  total for the two cash turn-ins shown.