



***Joint Culinary Center of Excellence (JCCoE)
US Army Quartermaster School
Food Management Assistance Team (FMAT)
Visit to -----
Installation Management Command
----- Region***

The following is a Sample Entrance Brief



Team Members

Joint Culinary Center of Excellence (JCCoE), Army Center of Excellence, Subsistence Operation Directorate (ACES OD)

Chief, Management Assistance Division (MAD)

Chief, Food Operations Management NCO

Senior, Food Operations Sergeant

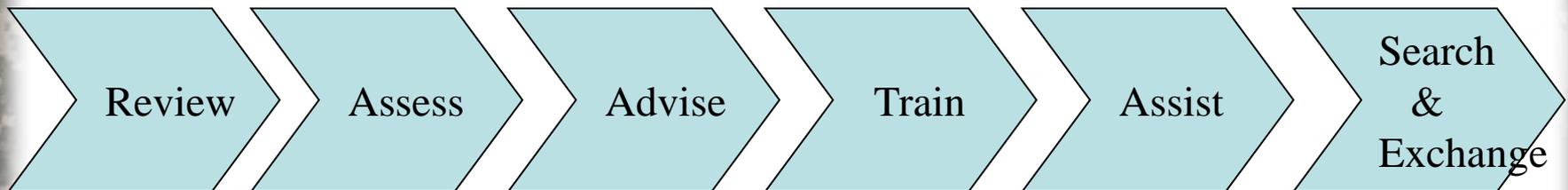
Food Service System Analyst

Facilities & Equipment Specialist



Mission & Objectives

- Render assistance in raising the quality of food service, achieve economy, and increase effectiveness of the Army Food Program.
- Ensure regulatory policies and procedures are uniformly applied to the Installation Food Service Program.
- Participate actively in an advisory and training capacity in the operation of the Installation Food Program.
- Record observations and recommendations to assist in improving the Installation Food Program and meeting the standards of the Army Food Program.
- Exchange, search for, and collect new ideas regarding food service for possible adoption and dissemination to all Installations.



Not an Inspection! No Ratings will be given.



Missions

FMAT Missions are typically 5 days or less (CONUS)

2
Types

- **Scheduled**- *Provide assistance in all areas of food service operations.*
- **Requested**- *Respond to particular problems identified by the command.*
- **CONUS visits are scheduled every 18 months.**
- **OCONUS visits are scheduled every 12 months.**

Fiscal Year (FY)	Number of Installations
2010	23
2011	21
2012	23 (Scheduled)



Scheduled Mission Format

- **90 Days:** Commanding General's Welcome Letter is sent to the Garrison Commander.
- **45 Days:** Initial coordination memorandum is sent to the Installation Food Program Managers (IFPM). The memorandum is geared towards addressing the needs of the installation and areas of special training. This pre-coordination and advance feedback affords the FMAT an opportunity to better prepare for the visit and conduct additional research while at home station. Detailed feedback will allow the FMAT to focus in critical areas and provide an assessment relevant to the food service needs.
- Review Installation Food Program and appropriate documents. Ensure regulatory policies and procedures are uniformly applied to the installation food program.
- Visit dining facility operations. Provide assistance and training as needed.
- Review specific areas of interest directed by Army G-4 or the visited Command.
- Record observations & recommendations to assist in improving the program and provide a basis for follow-up actions.
- Provide follow-up assistance until actions are complete.



MAD Excellence Award

The Management Assistance Division Excellence Award is presented to food service professionals serving in all aspects of food service, military and civilian, for extraordinary performance observed during the Food Management Assistance Team mission.



FMAT Team Composite and Timeline

- The FMAT is tailored to the needs of the installation.
- Additional personnel can be added to the 3-person FMAT if the installation requests additional support.
- Generally, FMAT CONUS visits are scheduled for five days or less.
- The length of OCONUS is based on the location and travel time required.
- The Facilities and Equipment Specialist will meet with the appropriate DPW and engineer agencies and address any field feeding equipment issues or concerns the Major Subordinate Command (MSC) Food Advisory personnel may have.



Focus Areas

Food Service Analyst	Chief, Food Operations Management NCO
Food Program Management Special/Training Programs Dining Facility Utilization Diner Use Policy Food Service Management Board Installation Contingency Plan Major Subordinate Command Advisory Support Subsistence Prime Vendor Contract Operations and Surveillance	Administration ARIMS AFMIS Account Management Inventory Management Food Protection and Sanitation Support Agencies Food Preparation & Service Menu Standards Operational Rations Subsistence Prime Vendor 92G Personnel Training Diner Satisfaction



Focus Areas

Facilities and Equipment Specialist

Dining Facility Infrastructure

MCA/Major Renovation projects

Food Service Equipment

Food Service Equipment Replacement Record in AFMIS

Food Service Equipment Annual Budget

Field Feeding Equipment Issues/Concerns

Dining Facility Modernization Plan Development

Maintenance Request Registers

Food Service Equipment training

Energy Conservation



Briefing & Reporting

- A comprehensive Entrance and Exit Brief is conducted with the Installation Commander, Food Program Manager and other support personnel.
- Formal Exit Brief and DRAFT Memorandum of Visit will be provided to each visited Command.
- Finalized Memorandum of Visit will be sent to the Command in approximately four weeks.
- The FMAT Team Chief will send a digital copy of the finalized Memorandum of Visit to the Food Program Manager for distribution to MSC Food Advisors.
- Follow-up assistance to the Command will be provided as required.



JCCoE Website



U.S. Army
Quartermaster School - Fort Lee, VA



JCCOE HOME

- Quartermaster Home
- JCCoE Home
- Operations Directorate
- Special Programs Directorate
- Joint Culinary Training Directorate
- Contact JCCoE
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Quick Links

- AKO
- ALU
- Army



JCCoE

Joint Culinary Center of Excellence
Home of the Food Service Professionals



U.S. ARMY QUARTERMASTER SCHOOL

U.S. Army Quartermaster School Presents

Chef Strong, Army Strong

Army Food Service
Operations & Training

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 - Supply General
 - Unit Supply
 - Property Book
 - Supply Support Activity
 - Food Service**
 - Concepts, Systems & Policies
 - Culinary Arts/OJT
 - Facilities and Equipment
 - Nutrition/Rations
 - Petroleum and Water
 - Aerial Delivery
 - Field Services
 - Mortuary Affairs
 - QIM Concepts, Capabilities and Gaps
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 - MULTIFUNCTIONAL LOGISTICS
 - SUSTANMENT AND LOGISTICS AUTOMATION...
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My Options | Ellen Magras | Ellen What are you doing/learn...
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Benefit/Value



This topic is designed to serve the technical knowledge needs of the professional Food Service NCO, WO and Officer.

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Popular Tags

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Topic Highlights Summary

S4/PBO/Food Service Team (ALOC) Training ideals for Afgan deployment.
SKM Team wrote "Seeks lesson learned S4/PBO/Food Service Team (ALOC) for upcoming deployment" created Fri, Nov 6, 2009 10:49 AM

Latest in this topic

- New ATPF 4-41, Army Field Feeding and Class I Operations manual has been released
by Ellen Magras Started Wednesday Last Week 8:26 AM
- JCCoE Winter 2011 Army Food Net
by Raymond Hosey Created Wed, Jan 5, 1:48 PM
- FM 4-20.2?

Active Members

- View my network activity
- Debra Chandler/Hays (9 items)
- Ellen Magras (6 items)
- leethornya Deal (2 items)
- Jaime Pieniasek (1 item)

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Top Ranked

- Class I Request SOP/Templates
- 92G's working outside the mos during deployment.
- ARNG Food Service
- Reinstitute a surcharge in Army Garrison Dining Facilities for DOD Civilians who choose to use the Garrison Dining Facility as a matter of choice , value and convenience.
- Food Service Training (OJT)
- DOES ANYONE HAVE A SAMPLE COPY OF ORGANIZATION DAY MEMO WITH CONTENTS?



Questions/Comments?

