



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
U. S. ARMY QUARTERMASTER SCHOOL  
Joint Culinary Center of Excellence  
1630 BYRD AVENUE Building 4200  
FORT LEE, VIRGINIA 23801-1601

ATSM-CES

29 August 2014

MEMORANDUM FOR Record

SUBJECT: Food Management Assistance Team Analysis and Rating Procedures for the Army Food Program

1. The Food Management Assistance Team (FMAT) Analysis and Rating Procedures conducted at \_\_\_\_\_ during the time period of \_\_\_\_\_ 2014.

2. Fort \_\_\_\_\_ overall rating: \_\_\_\_\_

3. Purpose. The purpose of this memo is to provide Commanders and Food Program personnel with feedback to support decisions that will improve the Army Food Service Program by measuring performance against a standard, and to provide criteria for rating food service operations/missions. The objective of the mission is to assist with the overall improvement of food service operations.

4. The Installation Food Program is reviewed in three broad areas: Installation Food Program; Dining Facility Operations; and Facilities and Equipment. The specific areas of the review and analysis are listed in the attachment, as well as the results of the overall rating of the review and analysis in accomplishing the feeding mission. See attached evaluation checklist.

5. **Installation Food Program:** The installation food program rating is based on points awarded for each item on a scale of 0-2. An overall score of 118-122 results in "Commendable", 111-117 results in an "Excellence" rating, 85-110 is a "Success" rating, and a score of 0-84 indicates that significant improvement is needed. A score of 0 in any bold item of the evaluation is an automatic "Needs Improvement" rating for the entire inspection. Scores are calculated using 70% base line.

|                        |                                   |                                  |  |
|------------------------|-----------------------------------|----------------------------------|--|
| Needs Improve-<br>ment | Success<br>(meets stand-<br>ards) | Excellent (exceeds<br>standards) | Commendable (ex-<br>emplary standards) |
| 0-91                   | 95-117                            | 118-124                          | 125-131                                |

6. In the event the rating outcome is a needs improvement the designated Army Field Sustainment Brigade (AFSB) and LRC will be required to provide a 30/60/90 day plan of

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action to JCCoE on their methods of rectifying the listed deficiencies. The FMAT will revisit the installation to conduct a re-inspection in 90+ days.

7. This Food Management Assistance Team (FMAT) Memorandum of Visit and checklist in the Appendixes below specifies the results of the FMAT's analysis, and will be distributed to the Army Deputy Chief of Staff Logistics G4, Army Service Component Command, Army Sustainment Command, Installation Management Command, Installation Commander, Army Field Support Brigade G4, Installation Food Program Manager, and responsible Food Advisors.

8. The Joint Culinary Center of Excellence (JCCoE) members participating in this mission are based upon AR 30-22, The Army Food Program policy required areas of review and installation coordination for additional areas of emphasis or training.

9. The JCCoE FMAT is always available to provide training and/or assessment for installations on a scheduled or requested basis. Please contact us if your command requires additional assistance. The point of contact at JCCoE is CW4 Anita Williams, commercial (804) 734-3374, DSN 687-3374 or [anita.y.williams.mil@mail.mil](mailto:anita.y.williams.mil@mail.mil).

1 Encl

//Original Signed//

LTC, LG

Director, Joint Culinary Center Of Excellence

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