

This checklist is used to evaluate units at the DA level of competition. It contains ten major categories, with specific subsections to assist evaluators in all phases of the competition; however, the actual scoring method is used during subordinate phases.

ORGANIZATION:		EVALUATOR:		DATE
<b>1. Supervision/Training</b>	(1-20/120)		<b>7. Appearance/Attitude of Personnel</b>	(1-20/40)
A. SUPERVISION		20	A. APPEARANCE OF PERSONNEL	20
B. EFFECTIVE USE OF MANPOWER		20	B. ATTITUDE & COURTESY OF PERSONNEL	20
C. FOOD PROTECTION PROGRAM		20	<b>7. CATEGORY RATING</b>	
D. COST CONSCIOUSNESS		20		
E. REQUIRED PUBLICATION FOR OPERATIONS		20	<b>8. Serving/Troop Acceptability</b>	(1-20/160)
F. ON-THE-JOB (OJT) AND LOCAL TRAINING PROGRAMS		20		
<b>1. CATEGORY RATING</b>		<b>120</b>	A. COMPLETENESS OF THE MENU ON THE SERVING LINE	20
			B. ARRANGEMENT OF SERVING LINE	20
<b>2. Dining Facility Administration</b>	(1-25/125)		C. EYE APPEAL & GARNISHMENT	20
			D. PORTION CONTROL	20
A. DINING FACILITY RECORDS FILE		25	E. PROPER PROCEDURES FOR SERVING LINE REPLENISHMENT	20
B. QUALITY CONTROL/FOOD SERVICE OFFICER/ FOOD ADVISOR		25	F. NUTRITION PROGRAM	20
C. DINING FACILITY ACCOUNT STATUS		25	G. PROPER USE OF LEFTOVERS	20
D. PREPARATION & USE OF PRODUCTION SCHEDULE		25	H. TROOP ACCEPTABILITY (PRO/CON)	20
E. KITCHEN REQUISITION FORM (DA Form 4552 in AFMIS)		25	<b>8. CATEGORY RATING</b>	
<b>2. CATEGORY RATING</b>		<b>125</b>		
			<b>9. Equipment/Facilities</b>	(1-10/80)
<b>3. Headcount Procedures</b>	(1-20/60)			
			A. ARRANGEMENT & DECOR	10
A. HEADCOUNTER DUTIES		20	B. TEMPERATURE	10
B. CASH COLLECTION PROCEDURES		20	C. SOUND LEVEL	10
C. PROCEDURES FOR PERSONNEL AUTHORIZED SUBSISTENCE-IN-KIND		20	D. ENERGY CONSERVATION	10
<b>3. CATEGORY RATING</b>		<b>60</b>	E. OPERATING INSTRUCTION	10
			F. USE & MAINTENANCE OF EQUIPMENT/EQUIPMENT REPLACEMENT RECORD (DA FORM 3988-AFMIS) TRAINING	10
<b>4. Requisition/Receipt/Storage Procedures</b>	(1-20/60)		G. SAFETY STANDARD OPERATING PROCEDURES (SOP)	10
			H. WORK/SERVICE ORDER SUBMISSION & FOLLOW-UP	10
A. AUTHORIZED RECEIVING PERSONNEL		20	<b>9. CATEGORY RATING</b>	
B. FOOD REQUISITION AND RECEIPT PROCEDURES		20		
C. PROPER STORAGE OF SUBSISTENCE		20	<b>10. Food Preparation/Quality</b>	(1-25/175)
<b>4. CATEGORY RATING</b>		<b>60</b>		
			A. ADHERENCE TO THE PRODUCTION SCHEDULE & SOPs	25
<b>5. Food Safety/Protection</b>	(1-20/140)		B. ADHERENCE TO RECIPES	25
			C. ASSEMBLING, MEASURING, & WEIGHING	25
A. APPROPRIATE THERMOMETERS ON HAND AND IN USE		20	D. PROGRESSIVE COOKING (MEAT, STARCHES, VEGETABLES, & SAUCES)	25
B. PROPER THAWING PROCEDURES		20	E. SALADS & DRESSINGS & PASTRIES	25
C. WARE WASHING DETERGENTS & DISINFECTANTS		20	F. PROPER SERVING TEMPERATURES	25
D. OVERALL DINING FACILITY SANITATION		20	G. FOOD PALATABILITY	25
E. INTEGRATED PEST MANAGEMENT PROGRAM		20	<b>10. CATEGORY RATING</b>	
F. HAZARDOUS COMMUNICATION PROGRAM (HAZCOM)		20		
G. FOOD RISK MANAGEMENT (FRM)		20	SCORE OF CATEGORY 1	120
<b>5. CATEGORY RATING</b>		<b>140</b>	SCORE OF CATEGORY 2	125
			SCORE OF CATEGORY 3	60
<b>6. Command Support</b>	(1-10/40)		SCORE OF CATEGORY 4	60
			SCORE OF CATEGORY 5	140
A. COMMAND INTEREST		10	SCORE OF CATEGORY 6	40
B. RECOGNITION OF INDIVIDUALS		10	SCORE OF CATEGORY 7	40
C. COMMUNITY INTEREST/PUBLICITY		10	SCORE OF CATEGORY 8	160
D. TIMELY SUBMISSION OF PACKET IAW AR 30-22, 3-55		10	SCORE OF CATEGORY 9	80
<b>6. CATEGORY RATING</b>		<b>40</b>	SCORE OF CATEGORY 10	175
<b>TOTAL SCORE</b>				<b>1000</b>