



UNITED STATES MARINE CORPS
MARINE CORPS RECRUIT DEPOT/WESTERN RECRUITING REGION
SAN DIEGO, CALIFORNIA 92140

DepO 10110.15E

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29 MAY 1992

DEPOT ORDER 10110.15E

From: Commanding General
To: Distribution List

Subj: SUBSISTENCE OF ENLISTED PERSONNEL

Ref: (a) DODPM, Part Three, Chapter 1 (NOTAL)
(b) DepO 5330.30C
(c) MCO P10110.14L (NOTAL)

1. Purpose. To promulgate information and policy governing the subsistence of enlisted personnel.

2. Cancellation. DepO 10110.15D.

3. Summary of Revision. The major modifications to this Order are as follows:

a. Paragraph 8a. Battalion Commanders of the Recruit Training Regiment are now authorized to grant COMRATS.

b. Paragraph 8b. Support Company no longer exists and has been deleted from this paragraph.

4. Information

a. References (a) through (c) provide the basic policy for entitlement to and reporting of BAS for officer and enlisted personnel. This Order amplifies the information contained in these references and provides information for approving and terminating BAS for enlisted personnel.

b. The granting of a BAS, in lieu of subsistence in kind, is authorized only under specific circumstances outlined in reference (a) as amplified by paragraph 6 below.

5. Definitions

a. Subsistence in Kind. The essential feeding of enlisted personnel, at no cost to the individual, provided by a government messhall or field mess is considered subsistence in kind. Funds to support this type of feeding are provided as part of Military Personnel Marine Corps (MPMC) appropriation.

b. BAS. An amount of money, established by law, paid to an individual in lieu of subsistence in kind.

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c. Commuted Rations (COMRATS). An amount of money, established by law, paid to personnel authorized to subsist separately even though adequate facilities are available.

6. BAS Entitlement. Marines may be entitled to a BAS under the following conditions:

a. Has authorization to "subsist separately" (receive COMRATS) - Authorization by the Marine's CO and based on one of the following circumstances:

(1) Marine residing with dependents.

(2) Marine is permanently assigned or on TAD and the appropriate activity commander determines that the messhall can maintain economical operations without the patronage of the Marine requesting BAS.

b. When a government messhall is, in fact, not available and personnel are not afforded the opportunity to utilize a government messhall due to unusual working hours or duties which require their absence from a military installation or messhall, they may receive either full or prorated BAS depending on the specific situation. Examples of situations deemed appropriate for granting BAS are as follows:

(1) Personnel attending Degree Completion Program while administratively assigned to the Depot may be authorized full BAS. Refer to Table 3-1-4, rule (4), of reference (a).

(2) Personnel at home awaiting results of physical evaluation boards or on terminal leave awaiting discharge may be authorized full BAS. Refer to Table 3-1-4, rule (8), of reference (a).

(3) Personnel whose normal working hours differ significantly from those established by reference (b) may be authorized full or prorated BAS. This requires the CO's determination that sufficient hardship would be created by failure to compensate the individual for meals they could not conveniently eat in the messhall. Paragraph 30137a of reference (a) provides policy for entitlement to prorated BAS.

c. Personnel may be granted BAS for meals purchased from other sources when emergency conditions preclude the use of a government messhall. Reference (a), paragraph 30112 applies.

7. Policy

a. The majority of enlisted personnel, unaccompanied by dependents, will be provided subsistence in kind by the Depot messhalls.

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b. Requests to subsist separately will be considered on individual merit with the following restrictions:

(1) BAS will not be granted as an incentive/compensation for special duty, e.g., band or recruiting.

(2) BAS will not be granted as a personal convenience due to an individual's dislike of the menu or atmosphere of the messhall.

(3) BAS may be terminated upon the determination that economical operation of the messhall has deteriorated as a result of the liberal granting of BAS.

c. Installation commanders, or their designated representatives, will be the approving authority for all BAS/COMRATS requests from permanent personnel or members TAD to their command. For example, the CO, Naval Training Center becomes the approving authority for personnel TAD to the Naval Training Center from the Depot.

d. Enlisted Marines assigned duty in Messhall 620 or 569 are eligible to receive BAS under the same criteria as any other Marine.

e. Marines in receipt of BAS/COMRATS must pay for all meals when circumstances dictate their eating in the messhall, i.e., in duty status, attending prayer breakfast or leadership breakfast.

f. Entitlement to COMRATS begins at the time of verbal approval by proper authority and may not, under any circumstances, be retroactive. Verbal approval must be promptly confirmed, in writing, in accordance with reference (a), paragraph 30131a.

g. Marines authorized a prorated BAS, as addressed in paragraph 6b above, will be paid after the fact on a monthly basis. A certified DD Form 1475 will be presented to the Disbursing Officer for payment in accordance with paragraph 9c below.

h. Marines who cannot be subsisted in kind may receive a rate of BAS in accordance with criteria set forth in reference (a), paragraph 30317.

i. Personnel in receipt of BAQ and residing ashore may be authorized COMRATS. Authorization for personnel receiving COMRATS to eat in Messhall 569 is limited to periods when they are in a duty status and wearing the appropriate uniform of the day. Authorization for these personnel to eat in Messhall 620 is unlimited, however, they must wear the uniform of the day or appropriate civilian attire.

j. Personnel whose duty hours are such that full utilization of a messhall is unreasonable may be granted a prorated BAS. As

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a general rule, if the prescribed duty hours dictate the missing of more than one meal per day on a regular basis, a prorated BAS will be used vice subsistence in kind. These Marines may occasionally purchase and consume meals in the messhall while in a duty status. However, reliance on the messhall for purchase of meals on a continuing basis will be taken as prima facie evidence that the entitlement to a prorated BAS is no longer warranted.

k. Personnel who have been authorized BAS, and are departing or returning under TAD or PCS travel orders, may receive a prorated share as computed and authorized by the Disbursing Officer, using the applicable rate under the following conditions:

(1) For that part of the day before the beginning of either TAD or PCS travel status.

(2) For that part of the day after the end of TAD, provided the original BAS authorization remains in effect after the TAD.

(3) For that part of the day after the end of PCS travel status, if the person is authorized BAS from the date of arrival at the new station.

1. Entitlement to COMRATS automatically terminates as follows:

(1) On the date and hour the member departs the duty station on PCS orders.

(2) As of midnight on the date of detachment from a duty station, when discharged or released from active duty, if reenlistment at the same duty station does not occur within 24 hours after the date of discharge.

(3) As of the date and hour of departure from the station under release from active duty for training purposes.

(4) Upon the determination by the commander that termination of entitlement is necessary to improve the economical operation of the messhall.

8. Authorization to Grant Basic Allowance for Subsistence

a. The CO's of Recruit Training Regiment and Headquarters and Service Battalion are delegated authority to approve COMRATS requests. These officers may designate an officer from their staffs to sign approval authorizations. Additionally, CO's of Recruit Training Battalions and Support Battalion within Recruit Training Regiment are delegated authority to approve COMRAT requests. This authority may not be redelegated.

b. All CO's aboard the Depot and the Directors of Recruiters School and Drill Instructors School may be delegated authority to certify entitlement for a prorated BAS.

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9. Admin Procedures

a. COMRATS

(1) Requests to subsist separately and receive COMRATS will be submitted via the appropriate chain of command, utilizing the Commuted Rations Action Form (NAVMC 10522). Forms will be submitted in triplicate.

(2) Upon approval, the member will be notified immediately, either verbally or in writing, and will surrender their meal card. If initial notification is verbal, written approval must be provided within three working days.

(3) The approving officer will ensure that a copy of the NAVMC 10522 is filed in the member's SRB, and the original is returned to the individual after appropriate UD action has been completed.

b. BAS

(1) Requests for BAS will be submitted in triplicate, via the appropriate chain of command, using Special Request Form (NAVPERS 1336/3).

(2) Upon approval of BAS, the member will be immediately notified, either verbally or in writing, and will surrender their meal card. Written approval must be provided within three working days.

(3) The approving officer will ensure that the original copy of NAVMC 10522 is filed in the member's SRB, a copy is provided to the individual, and the final copy is retained on file by the approving headquarters after appropriate UD action.

c. BAS Certification (DD Form 1475). This form will be completed on a monthly basis and may contain a maximum listing of ten members. Completion of the form is accomplished as follows:

(1) The unit/school completing the form shall indicate certification is for a prorated allowance by checking the block marked "PRORATED." Indicate the month for which the reimbursements are claimed. For each member listed, place a check mark for the meal which was missed each (B, D, or S) due to verified duty hours. In that portion of the form designated for certification, the typed name, rank, and title of the supervising official having direct control over the member(s) listed on the form shall be entered along with the official's signature. The CO/school director will be indicated as the certifying official and will sign the form.

(2) No UD action will take place. The completed form will be forwarded to the Disbursing Officer who will take the necessary action to have the monetary amount credited to the member's pay.

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10. Action

a. The Depot Food Services Officer will monitor the granting of COMRATS and promptly advise this Headquarters (AC/S, G-4) of any situation which reflects unfavorably on the economic operation of the messhalls.

b. Personnel failing to meet the criteria for the granting of COMRATS, set forth in paragraph 7 of this Order, but who feel they should be granted special consideration, may submit an Admin Action Form (NAVMC 10274), via their chain of command, to this Headquarters (AC/S, G-4). Requests must contain specific information explaining why special consideration is justified. The decisions will be returned to applicant by return endorsement. Personnel receiving a favorable response are directed to report immediately to their admin officers for completion of the NAVMC 10522 and to surrender their meal card.

c. Commanders are to initiate measures to ensure that personnel in receipt of COMRATS conform to the policy as stated in paragraph 7i of this Order. While reference (b) provided general parameters for duty hours for military personnel, judicious prudence must be exercised in determining the validity of authorizing subsistence for personnel whose working hours vary from the norm. Care must be exercised while scheduling duty hours which would preclude attendance at meals in order to avoid establishing the essential requirement for obtaining a prorated BAS.



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