



DEPARTMENT OF THE ARMY
DIRECTORATE OF FAMILY AND MORALE, WELFARE AND RECREATION
5663 SCREAMING EAGLE BLVD.
FORT CAMPBELL, KY 42223

IMCB-MWR

14 May 2018

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Army Fort Campbell Policy Letter #XX, On-Post Catering Services

1. This policy supersedes all other policy letters in reference to catering within MWR facilities
2. References:
 - a. DoD Instruction 1015.10, Military Morale, Welfare and Recreation (MWR) Programs, 6 July 2009
 - b. DoD Instruction 1330.09, Armed Services Exchange Policy, 7 December 2005
 - c. AR 40-657, Veterinary/Medical Food Safety, Quality Assurance and Laboratory Service, 21 January 2015
 - d. AR 215-1, Military Morale, Welfare and Recreation Programs and Nonappropriated Fund Instrumentalities, 24 September 2010
 - e. AR 420-1, Army Facilities Management, 12 February 2008
3. Purpose: To prevent unauthorized or prohibited food and beverage catering operations on Fort Campbell in Directorate, Family and Morale, Welfare and Recreation (DFMWR) managed facilities.
4. Applicability: This policy is applicable to all events, public and private, held in any DFMWR managed facility or space with the exemptions of events hosted by Family Readiness Group (FRGs), chapel sponsored suppers, neighborhood cookouts, and Directorate of FMWR (DFMWR) approved FRG and organizational fundraisers.
5. Policy:
 - a. DFMWR and its authorized contractors will be the only suppliers of catering services at Fort Campbell in DFMWR managed facilities. For the purpose of this policy, catering is defined as “the business of providing food and beverage services in a DFMWR facility to ten (10) or more people.”

b. Army Regulation 215-1 prohibits anyone other than a DFMWR employee from dispensing/serving alcoholic beverages in a DFMWR facility. Bringing alcoholic beverages not purchased from DFMWR into the facility is not permitted.

c. Army Regulation 420-1 prohibits Garrison Commanders from allowing home-based enterprises from competing with or duplicating Installation Garrison Morale, Welfare and Recreation Operational Entity (GMRWOE) or Army and Air Force Exchange (AAFES) sales and services.

d. DODI 1015.10 and 1330.09 direct MWR and AAFES as the primary resale activity for patron services.

e. Exceptions to this policy must be requested in writing to the Director, DFMWR, Fort Campbell least fourteen (14) days in advance of the event. The Director will only approve an exception to policy if:

(1) DFMWR activities and approved catering providers, and AAFES waive their first right of refusal as the primary activities for patron services.

(2) The proposed catering supplier meets all appropriate Department of Defense health standards. Food purchased from commercial sources must originate from sanitarily approved food establishments per AR 40-657. This is to ensure the safety of all Fort Campbell personnel by requiring that all food items meet the U.S. standard for wholesomeness and quality. The Fort Campbell Veterinary Office maintains a worldwide directory of approved food sources and well as a supplemental listing of locally approved food sources.

f. All outside food and beverages are strictly prohibited within Family and MWR Facilities and adjacent property excluding allergen specific nutrients and pertinent food or drink for infant supplement such as formula or milk.

6. POC is the Director, FMWR, at 270-798-9953.