



DEPARTMENT OF THE AIR FORCE
AIR FORCE SERVICES ACTIVITY
JOINT BASE SAN ANTONIO LACKLAND TEXAS

JAN 08 2015

MEMORANDUM FOR ALL MSG/CCs

FROM: AFSVA/SVO
2261 Hughes Avenue, Suite #156
JBSA Lackland TX 78236-9854

SUBJECT: Essential Station Messing (ESM) and Campus Dining Guidance

1. In recent months, we've detected an upward trend in the cost per meal average for Essential Station Messing (ESM) at both Legacy food service and Food Transformation Initiative (FTI) food service locations with campus dining. We are committed to providing quality food service to our ESM members at a variety of easy access locations, but must be proactive in managing our guests' expectations and maintaining the program within budget.
2. Please provide the attached program guidelines to your Food & Beverage Activity Managers so they can share these guidelines with customers and staff. Appropriate oversight and controls will help us maintain the viability of our Legacy and FTI food service operations as well as the ESM entitlement for our Airmen. Your assistance in addressing this issue will help control the Air Force ESM budget and conserve tax payer dollars.
3. If you have any further questions, please contact the POC, Mr. Bill Spencer, AFSVA/SVOF, william.spencer.2@us.af.mil, Commercial (210) 395-7792, DSN 969-7792.

A handwritten signature in black ink, appearing to read "Mason B. Pigues", is positioned above the typed name and title.

MASON B. PIGUE, Colonel, USAF
Director of Operations

Attachment:
Air Force Food Service ESM Guidance

cc:
ALL FSS/CCs/CLs

Attachment

Air Force Food Service Essential Station Messing (ESM) Guidelines

PROGRAM OVERVIEW:

- DoDI 1338.10, *Department of Defense Food Service Program (DFSP)*, states Enlisted Service members are entitled to a ration for each day on active duty, except when they are entitled to a basic allowance for subsistence (BAS) or per diem
 - A military member receiving rations in lieu of BAS is considered assigned to ESM. IAW DoDI 1338.10 *Department of Defense Food Service Program (DFSP)* and AF Food & Beverage (F&B), a “ration” is the quantity of nutritionally adequate food required to subsist one person for one day (a ration equates to 3 meals per day)
 - ESM customers are authorized 3 meals per day at the Dining Facility (DFAC) or Campus Dining; a meal is considered a reasonable amount of food that can typically be consumed in one sitting/meal (sit down or grab-n-go)
 - Airmen may eat a meal in any designated activity within the Food program to include the DFAC and Flight Kitchen at both FTI and legacy locations as well as designated NAF F&B activities and kiosks at FTI locations.

PROGRAM PROHIBITIONS:

- ESM Members may not:
 - Use their ESM privilege to purchase alcoholic beverages, energy drinks (Red Bull, Monster, etc.), or dietary supplements (Muscle Milk, protein shakes, etc.).
 - Procure meal/snack items to “stock” an individuals’ dorm room or work center.
 - Use the entitlement to pay for special functions or catered events (Quarterly Awards events, Air Force Ball, etc.).
 - Use their ESM privilege in the Army & Air Force Exchange Service (AAFES).
 - Use their ESM privilege in NAF F&B operations that are not participants in the Campus Dining program.
 - Use their ESM privilege to provide meals/snacks/beverages to others.
 - Use their ESM privilege for Campus Dining if they are not entered in the Aloha Loyalty database.
 - Receive more than one (1) entrée serving (i.e. 1 steak or, 1 sandwich, or 1 pasta dish) per transaction through cashier. (ESM members are authorized seconds as an additional points of sale (POS) transaction for dine in only).
 - Use carryout meals as second meal in the same meal period; however, a carryout meal is authorized as part of the daily ration of 3 meals per day.
 - Receive more than two (2) beverages and two (2) snack items (chips, cookies, and convenience sundry items) per meal period.

PROGRAM MANAGEMENT:

- All ESM members must be entered into the Aloha Loyalty database to participate in the program IAW AFI 34-145, *Essential Station Messing Program*.
- Validation of an ESM member’s eligibility is tracked and monitored through the Common Access Card (CAC) at each point of sale by Food Service Accountants and AF Program Managers through Point of Sale (POS) transactions.

- ESM members not in the Aloha loyalty database (i.e. inprocessing/invalid transaction) can only receive their entitlement at the DFAC and are restricted at FTI installations from using campus dining pending commander's validation and entered into the ESM database. Violations are reported to the member's Commander and First Sergeant for review and are subject to the UCMJ. (Reference AFI 34-145, *Essential Station Messing Program*).
 - NOTE: Reinstatement of Campus Dining privileges requires Installation Commander (or designee) written approval.
- Active duty Army/Navy/Marines & Air Force/Army/Navy/Marine Corps Academy Cadets, College ROTC Cadets on temporary duty (TDY) in ESM status and pipeline students are not eligible at this time for the Campus Dining program. TDY personnel must utilize the Dining Facility for all government furnished meals.
- Air National Guard and Air Force Reserve Airmen are not authorized to utilize Campus Dining unless an installation policy memo has been coordinated with AFSVA/SVOF and incorporated within a Host Tennant Support Agreement. The reimbursement process for O&M expenses associated with providing the Campus Dining service must be clearly defined. The installation is responsible for all costs associated with campus dining and will provide funding in full to AFSVA/FM.