



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

1 Jun 18

MEMORANDUM FOR 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. The Air Force Services Activity is committed to providing quality food service to our ESM members and we must be proactive to keep the program within Air Force ESM budget parameters. To that end, the attached guidance is provided to address and correct an upward trend in the ESM average cost per meal at Legacy and Food 2.0 food service locations.
2. Please provide the attached guidance to your Force Support Squadron Commander for distribution to their food and beverage staff and ESM customers. Appropriate oversight and management controls will help us maintain the viability of our Legacy, Food 2.0 and Campus Dining programs.
3. Please direct questions pertaining to this guidance to my POC, Mr. William Spencer, AFSVA/SVOF, [william.spencer.2@us.af.mil](mailto:william.spencer.2@us.af.mil), Commercial (210) 395-7792, DSN 969-7792.

JULIE S. NEWLIN, Colonel, USAF  
Director, Operations

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

## **Attachment**

### **ESSENTIAL STATION MESSING (ESM) AND CAMPUS DINING GUIDANCE**

#### **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 “ration” is the quantity of nutritionally adequate food required to subsist one person for one day (a ration equates to 3 meals per day).
  - A military member receiving rations in lieu of BAS is considered assigned to ESM.
  - ESM customers are authorized 3 meals per day at the Dining Facility (DFAC), dine-in, carry-out 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). Members may return to the serving line area for additional portions (seconds) within the same meal period and transactions are rung-up within the Point of Sale system (POS) but considered as only 1 of the 3 meals per day.
    - Airmen may eat a meal in designated activities within the Food program to include the DFAC and Flight Kitchen at both legacy and Food 2.0 locations as well as designated Food 2.0 Non-appropriated Fund (NAF) Food & Beverage (F&B) activities and kiosks (Campus Dining).

#### **PROGRAM PROHIBITIONS:**

- Members may not use ESM privileges 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 individual’s dorm room or work center
  - Pay for special functions or catered events (Quarterly Awards, Air Force Ball, etc.)
  - Purchase items in the Army & Air Force Exchange Service (AAFES)
  - Provide meals/snacks/beverages to other individuals
  - Obtain meals through Campus Dining if they are not entered in the Aloha Loyalty database
  - Receive more than one Entrée or one Snack Line item, two sides and two beverages per meal period transaction (ESM members are authorized seconds as an additional transaction for dine in only).
  - Receive more than 2 servings of eggs per transaction (ESM members are authorized seconds as an additional transaction for dine in only)
  - Exceed more than three meals per day

## **PROGRAM MANAGEMENT:**

- ESM members must be entered into the Aloha Loyalty database to participate in the program.
  - Validation and eligibility is tracked and monitored through the Aloha POS using the Common Access Card (CAC).
  - ESM customers not enrolled within 5 days of in-processing will pay cash for meals until their ESM entitlement is certified by the Unit Commander and validation is provided to the Food Service Officer.
  - Potential abuse (see program prohibitions) will be reported to the member's Commander and First Sergeant for review and is subject to action under the UCMJ.

## **ESM CAMPUS DINING GUIDANCE**

- Campus Dining authorizes validated and enrolled permanent party ESM customers to use their privileges at NAF F&B operations when assigned to an installation with Food 2.0.
- TDY Personnel, Active Duty Students, Academy Cadets and College ROTC students (all services) are not eligible to participate in campus dining.
- Campus Dining approved food & beverage menu items are centrally authorized and controlled by HQ AFSVA/SVOF.
- Participating NAF Food & Beverage operations will only be reimbursed for those valid and authorized items IAW the program overview and prohibitions.
- Potential abuse (see program prohibitions) will be reported to the squadron First Sergeant with a recommendation to revoke Campus Dining privileges if substantiated.
  - Reinstatement of Campus Dining privileges requires written approval by the first O6 in the chain of command, confirming no fraud, waste or abuse of privileges was discovered and that member has been counseled on the Campus Dining program prohibitions.
- Air National Guard and Air Force Reserve Airmen are not authorized 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 Campus Dining services must be clearly defined.
  - The installation is responsible for all costs associated with campus dining and will provide funding in full to AFSVA/FM.