

MEMORANDUM OF UNDERSTANDING

BETWEEN

U.S. ARMY QUARTERMASTER CENTER AND SCHOOL

U.S. ARMY TRAINING AND DOCTRINE COMMAND

AND

MARINE CORPS COMBAT DEVELOPMENT COMMAND

SUBJECT: Consolidated /Collocated United States Marine Corps (USMC) and United States Army (USA) Food Service Training

1. **PURPOSE:** The purpose of this Memorandum of Understanding (MOU) is to define the roles of the U.S. Army Quartermaster Center and School, Fort Lee, VA, U.S. Army Training and Doctrine Command (TRADOC), Fort Monroe, VA, and the U.S. Marine Corps Combat Development Command (MCCDC), Quantico, VA concerning the following food service training at Fort Lee:

- a. **Consolidated Training:**
 - Basic Food Service (USA) (800-92G10)
with
 - Basic Food Service (USMC) (A1433L1)

- b. **Collocated Training:**
 - Food Service NCO (A1433N1)
 - Food Service Staff NCO (A14DA21)
 - Senior Food Service (A14FAD1)
 - Food Service Subsistence Clerk (A143031)
 - Reserve Field Food Service (A14FAK1)

2. **REFERENCES:**

- a. AR 351-9, OPNAVINST 1500.27D, AFR 50-18, MCO 1580.7C, Interservice Training.

- b. TRADOC Reg 351-1, Training Requirements Analysis System (TRAS).

- c. AR 350-10, Management of Army Individual Training Requirements and Resources.

3. PROBLEM: To specify guidelines, channels of command, control, and coordination attendant to performing host/tenant support responsibilities.

4. SCOPE: This MOU delineates specific responsibilities and procedures between the U.S. Army Quartermaster Center and School and the U.S. Marine Corps Combat Development Command for the conduct of the consolidated and collocated food service training. Included in its scope are course design, program of instruction (POI) modification, training, and the support needed to accomplish this training.

5. TERMS AND CONDITIONS:

a. Administration.

(1) The U.S. Army Quartermaster Center and School will:

(a) Establish standards of performance related to academic requirements for the consolidated Food Service Course, in consonance with Director, USMC Food Service Courses.

(b) Coordinate any administrative or academic policy changes which affect Marine Corps personnel with the Commanding Officer, Marine Corps Detachment (CO MCD), or designated representative.

(c) Act as host for USMC food service training and instruction taught at the U.S. Army Quartermaster School, and provide the following:

1 Appropriate facilities to support regular and unique training as agreed; this includes administrative space, access to classrooms, dining facilities and training areas, as well as quarters for students. USMC students will be billeted at DOD billeting standards.

2 Instructor Training Course (ITC) certification and faculty development courses, if required, as well as participation in any instructor recognition programs.

3 Maintenance, repair, and replacement of equipment for interservice courses except for service unique equipment and/or equipment maintenance provided by USMC (equipment in consolidated/collocated courses not shared by Army).

4 All equipment required for consolidated instruction.

(d) In conjunction with Combined Arms Support Command (CASCOM) Training Directorate, prepare training requirement analysis system (TRAS) documents IAW TRADOC Reg 351-1 for consolidated training.

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(e) Coordinate with Marine Corps to determine annual training requirement/quotas during the Department of the Army Structure Manning Decision Review (SMDR) process as defined in AR 350-10, Management of Army Individual Training Requirements and Resources.

(2) The Director of Food Service Training (USMC) will:

(a) Coordinate with the Chief, Basic Food Service Training Division, Army Center of Excellence, Subsistence, on scheduled leave and TDY for Marine Corps instructors who are assigned to consolidated training.

(b) Include the USMC annual training requirement during the Department of the Army Structure Manning Decision Review (SMDR) process as defined in AR 350-10, Management of Army Individual Training Requirements and Resources.

(c) Coordinate personnel administrative functions in support of students directly with the U.S. Army Quartermaster Center and School.

(d) Provide orientation on U.S. Marine Corps training requirements.

(e) Assist U.S. Army Quartermaster Center and School and CASCOM Training Directorate in applying the Systems Approach to Training (SAT) in the areas of analysis and design, and provide Subject Matter Experts (SME) as required to support related training requirements.

(f) Furnish the estimated training requirements projected by fiscal year (FY) to the Army's SMDR in time to be included in the proper planning cycle, but not later than 1 March.

(g) Administer USMC student recognition program.

(h) Purchase, provide, and maintain service - unique equipment.

(3) The Commanding Officer, Marine Corps Detachment will:

(a) Exercise all authority associated with command, including, but not limited to, administrative control, TAD, pay, legal, leave, liberty and Marine Corps training matters.

(b) Ensure conformity to local U.S. Army policies and Standing Operating Procedures in all instances except where they are in direct conflict with U.S. Marine Corps regulations. These conflicts will be resolved between U.S. Marine

Corps Detachment Commander and U.S. Army Quartermaster Center and School officials.

b. Concept Of Operations. The POI for the consolidated Food Service Training is a joint Army/USMC responsibility, and will be either single or multiple phased instruction based on USMC/US Army requirements. Any changes to the POI will be fully staffed between U.S. Army and USMC, and be mutually agreed upon prior to incorporation into the formal curriculum. The POIs for collocated courses are a USMC responsibility.

(1) The U.S. Army Quartermaster Center and School will:

(a) Provide instructor personnel to share proportionately in the consolidated instruction as determined in accordance with Interservice Training Review Organization Manpower Analysis Procedures.

(b) Ensure that U.S. Army instructors serve normal, stabilized tours to meet mutually agreed-upon instructor requirements, and provide timely replacements to the maximum extent possible.

(c) Provide appropriate instruction, equipment, and facilities to support consolidated USMC training as required by the jointly approved POI and training schedules. Facilities for the collocated courses will be provided by the host.

(d) Manage existing uniform academic recycle and drop policies for consolidated training. Administrative recycles and drops of Marine Corps students will be coordinated between the CO, MCD and the Director, Army Center of Excellence, Subsistence and the Director, USMC Food Service Courses.

(e) Coordinate with CO, MCD for issuance of TDY orders to Marines.

(f) Provide training materials/training aids required to support Marine Corps students in consolidated courses.

(g) Provide the Director, USMC Food Service Courses periodic academic status reports on Marine Corps students of the consolidated course.

(h) Ensure that additional duties within the academic department of the host service school are assigned equally to the USMC and USA instructors as concurred to by the Director, USMC Food Service Courses.

(i) Render efficiency/fitness reports as promulgated by CO, MCD/HQMC

LOI.

(j) In conjunction with the CASCOM Training Directorate, Quartermaster Cell, coordinate training impact and POI changes to the consolidated courses by submitting proposed POI changes to the CG, MCCDC (C461) for review via the Director, USMC Food Service Courses to ensure that changes meet current training requirements of the Marine Corps. Provide copies of POI changes to the CG, MCCDC (C461).

(2) The U.S. Marine Corps will:

(a) Budget for and obtain unique consumables in the Marine Corps unique portion of the consolidated course and all consumables in the collocated courses.

(b) Assign a course director responsible for direct coordination and operational control with the Army course director/operations personnel. The USMC course director has rating responsibility for all USMC instructors.

(c) Provide instructor personnel to share proportionately in the consolidated instruction as determined in accordance with Interservice Training Review Organization Manpower Analysis procedures.

(d) Provide USMC instructors who are technically qualified, and integrate them into the instructional element for the consolidated course. Provide USMC instruction and instructors for the USMC unique/collocated training.

(e) Assign USMC instructors to positions commensurate with their rank and experience.

(f) Ensure that Marine Corps instructors serve normal, stabilized tours to meet mutually agreed-upon instructor requirements, and provide timely replacements to the maximum extent possible.

(g) Ensure that the USMC instructors meet the standards of performance, personal, and professional conduct required by their assigned service.

(h) Purchase, provide, and maintain service-unique equipment.

(i) Provide USMC instruction and instructors for the USMC-unique training.

(j) Coordinate with the academic department for any action to change USMC-unique training materials and equipment requirements.

6. FUNDING.

a. For new training, host Service will advise the participating Service in writing of the anticipated funding requirements. Operations and Maintenance (O&M) funding requirements will include both mission and base support for all consolidated training and base support only for collocated training.

b. O&M funds to transfer will be based upon amounts approved by the ITRO Executive Board. Funding will be provided to the host Service by using Military Interdepartmental Purchase Requests (MIPRs) until Program Budget Decisions (PBDs) realign interdepartmental funding. If mission/training requirements change prior to a PBD, MIPRs will be adjusted to reflect increases/decreases in requirements.

c. After PBDs have accomplished interdepartmental transfers, any additional budget base transfers (PBDs) that are required as a result of changes in mission/training requirements caused by the participating Service will be initiated by the host Service. If participating Service desires immediate changes in mission/training requirements, it will provide host with interim funding through a MIPR until a PBD can be processed.

d. Host and participating Service will effect an Interservice Support Agreement (ISA). The ISA will be reviewed annually and updated as required.

7. TERMS OF UNDERSTANDING. This MOU becomes effective upon date of last signature, and will remain so unless canceled by mutual agreement, by operation of rule or regulation, or because of national security requirements. The terms of this MOU may be reviewed and supplemented, as required, by mutual consent, provided such changes are accomplished by written agreement and attached hereto. Each party agrees to conduct an annual review of this MOU on its anniversary date.



HENRY T. GLISSON
Major General, U.S. Army
Commanding
U. S. Army Quartermaster
Center and School

7/29/96

DATE



ROBERT E. SEGER
Senior Executive Service
Acting Deputy Chief of Staff
for Training
U.S. Army Training and
Doctrine Command

1/12/96

DATE



K. T. HOLCOMB
Colonel, USMC
Director, Training and
Education
Marine Corps Combat Development
Command

27 Aug 96

DATE