

## **2005 Coast Guard Excellence in Food Service Awards and Food Service Specialist of the Year Evaluation Program**

1. Eligibility Categories.
  - a. Large Afloat Category
    - (1) All High Endurance Cutters (378 class)
    - (2) Medium Endurance Cutters (270 class)
    - (3) All Ice Breakers (WAGB class)
    - (4) USCGC Eagle
    - (5) USCGC Alex Haley
  - b. Medium Afloat Category
    - (1) Medium Endurance Cutters (210 class)
    - (2) All Ice Breaker Tugs (WTGB class)
    - (3) USCGC Acushnet
    - (4) USCGC Storis
    - (5) USCGC Gentian
  - c. Small Afloat Category
    - (1) Patrol Boats (87' & 110' Class)
    - (2) Buoy Tenders Coastal (WLM & WLI)
    - (3) Construction Tenders (WLIC)
    - (4) Buoy Tenders, River (WLR)
    - (5) Buoy Tenders Seagoing (WLB)
  - d. Large Unit Ashore Category
    - (1) CGDF as defined in COMDTINST M4061.5
    - (2) All Coast Guard Integrated Support Commands (ISC) with CGDF's
  - e. Medium Unit Ashore Category
    - (1) CGDF as defined in COMDTINST M4061.5 with exception of all ISC commands
  - f. Small Unit Ashore Category
    - (1) CGDF as defined in COMDTINST M4061.5
  - g. Food Service Contract Facility Category
    - (1) USCG Academy New London, CT, USCG Groups Woods Hole, MA, Sault St. Marie, MI, and Fort Macon, NC, USCG Training Centers Cape May, NJ, Yorktown, VA, and Mobile, AL, USCG Air Stations Elizabeth City, NC, and San Diego, CA, USCG ISCs Kodiak, AK, Boston, MA, Ketchikan, AK, Portsmouth, VA, and Alameda, CA.
  - h. Food Service Specialist of the Year
    - (1) All active duty or reserve FS in pay grade E-6 and below.

## Enclosure (1) to COMDTNOTE 1650

2. Exclusions.
  - a. Private messes
  - b. MWR and CGES dining facilities
  - c. Secretary of Transportation Executive Dining Facility
  - d. Department of Homeland Security Executive Dining Facility
  - e. USCG Training Center Petaluma
3. Competition Recognition. One first place, One-second place and one honorable mention CGDF will be selected in each of the competition categories. One Winner and one Runner up will be selected as FS of the year.
4. Nomination procedures: Commanding Officers are encouraged to nominate their CGDF if they meet the criteria. Nominations are made by completing a nomination package to include a self-evaluation checklist of the CGDF. Units may request assistance by contacting the area Food Service Assistance and Training Team (FSAT), Maintenance and Logistics Command (MLC) Atlantic (757) 628-4396 or MLC Pacific (510) 637-1255. The nomination package shall be completed by the unit and forwarded to the appropriate FSAT MLC Atlantic/Pacific. Enclosure (2) and (3) list all the necessary items to be included in the nomination package. The deadline for submission of nomination packages to reach the FSAT MLC Atlantic/Pacific is 8 October 2004. The FSAT MLC Atlantic/Pacific will FEDEX all nomination packages to Commandant (WKW-1) not later than 22 October 2004. An evaluation team will review all nomination packages and select three finalists in each of the seven categories. Nominations should be mailed to:
  - (1) Commander (k), MLC LANT, 300 East Main Street, Suite 1000, Norfolk, VA, 23510
  - (2) Commander (k), MLC PAC, Ronald V. Dellums Federal Bldg., 1301 Clay Street, Suite 170 North, Oakland, CA 94612
5. Nomination Procedures for FS of the Year. A letter of recommendation from the commanding officer of the nominee whose performance justifies recognition above all other eligible FS's must be received at Commandant (G-WKW-1) no later than 7 January 2005. A selection board will review all nominations, rate them on the criteria listed in COMDTNOTE 1650, and select the FS of the Year and Runner-up.
6. Finalist Review Teams. G-WKW will convene two Coast Guard Excellence in Food Service Evaluation Teams (CGEFSET's). The CGEFSET's are chartered to evaluate the three CGEFS finalists within their respective category. The CGEFSET's will include one food service professional from International Food Service Executives Association (IFSEA) and one from G-WKW-1.
7. Review Time Frame. The one-day on-site review will be scheduled by G-WKW. The exact date of the review will not be identified or announced. CGDF finalist must submit a detailed operational schedule that identifies three one-week availability periods. For example, USCGC NEVER SAIL submits an availability schedule

identifying in port periods as 18-22 October, 1-5 November and 29 November-3 December. G-WKW-1 will schedule the on-site review date for one-day during one of those periods.

8. Review Process. The CGEFSET's visit will begin anywhere between 0700 and 1000 and will not go past 1600. The CGEFSET's visit will focus on the overall dining experience, customer satisfaction, paperwork, sanitation, and quality of service.
9. Competition Standing CGEFS
  - a. Winner. The CGDF scoring the highest possible points in each category during the one-day evaluation.
  - b. Second-Place. The CGDF scoring the second highest possible points in each category during the one-day evaluation.
  - c. Honorable Mention. The CGDF scoring the third highest possible points in each category during the one-day evaluation.
10. Competition Standing FS of the year.
  - a. Winner. The nominee selected by the board as the best candidate.
  - b. Second Place. The nominee selected by the board as an alternate candidate.
11. Recognition Ceremony. A military awards recognition ceremony will be held during the IFSEA annual conference and seminar. Food service winners from the Navy, Military Sea Lift Command, Marine Corps, Army, and Coast Guard will be recognized during a joint ceremony.
  - a. G-WKW will fund temporary duty travel expense for first place and second place unit representatives and the FS of the Year, who are within weight standards, to attend the IFSEA annual conference and seminar.
    - (1) CGDF command representative quotas are:
      - (a) First Place-One representative.
      - (b) Second Place-One representative.
12. Program Benefits. CGDF's and the FS of the Year will receive awards corresponding to their competition standing.
  - a. IFSEA will present a Gold plaque to each first place CGDF.
  - b. IFSEA will present a Silver plaque to each second place CGDF.
  - c. Commandant G-WK will present a Gold Plaque recognizing the FS of the Year.
  - d. A certificate of merit will be presented to every member of the finalist food service division by IFSEA.
  - e. First and Second Place CGDF's. G-WKW will fund one member from each Command to attend a two-week culinary course held at Johnson and Wales University, Norfolk, VA campus.
  - f. FS of the Year and Runner up. G-WKW will fund both to attend a two-week culinary course held at Johnson and Wales University, Norfolk, VA campus.

13. Program Timetable

- a. 08 October 2004. FSAT MLC Atlantic/Pacific receives all CGEFS award nomination packages from field units.
- b. 22 October 2004. G-WKW receives all CGEFS awards from FSAT MLC Atlantic/Pacific.
- c. 26 - 28 October 2004. G-WKW convenes a board comprising of four members to identify finalists.
- d. 02 November 2004. The commands that did not qualify as finalists will be notified by G-WKW.
- e. 05 November 2004. Finalist from the seven category's CGDF will be announced by G-WKW in ALCOAST.
- f. November 2004 – January 2005. CGEFSET's on-site review period.
- g. 7 January 2005. G-WKW-1 receives FS of the year nomination packages.
- h. February 2005. G-WK announces results of the finalist review (CGEFS award winners and seconds place) and the FS of the year and second place.
- i. April 2005. Annual IFSEA Conference and Seminar held in San Diego, CA.
- j. June 2005. Scholarship Program at Johnson and Wales University.