

## CHAPTER 5 - MENU PLANNING

0501. **Menu Policy Overview.** The menu is the most important plan in catering management. It is a statement of intent and the base line from which the many tasks needed to feed and serve the customer are set. To ensure that the customer receives a well-balanced and consistent standard of messing throughout the Armed Forces, it is essential to have a policy that directs the method by which menus are compiled and how food will be prepared and served. Menu policy in the armed forces, as part of overall catering policy, is formulated and directed by Defence Logistics for implementation by unit catering managers. This Chapter should be read in conjunction with Chapter 4.

0502. **Principles of Menu Planning.** The menu reflects the complete array of needs of the consumer base within the parameters of the functional environment and financial constraints. This chapter is directed to home units with an assured and varied food supply, but will be adaptable for operational environments. The principles of menu planning are defined in the following paragraphs.

0503. **Balance.** The art of menu planning is balance providing accommodation of the variable needs of the consumers, adequate variety and choice from the 5 food groups, a variety of cooking methods, the opportunity to select nutritionally sound diets, a reflection of the season and environment and produced in a safe manner within the proscribed costs.

0504. **Catering for Diversity.** In accordance with current UK legislation and Government guidelines it is incumbent on the Armed Forces to cater for all personnel irrespective of gender, race, religious belief, medical requirements and committed lifestyle choices. It is fundamental to menu planning to know your consumer base.

a. **Gender.** Overall there should be no difference between the genders in terms of the type of food offered, however differing social attitudes to food defined by gender have been demonstrated and the unit menu should be planned to reflect the gender mix. There are no specific gender rules, but a menu that offers a broad choice of food, cooking methods and portion size should encompass most variables. Consumer consultation will be a valuable tool in this process.

b. **Race.** The Armed Forces recruit personnel from both the UK and the Commonwealth. The widely differing cultures are reflected in the highly variable food preferences. Menus can be enriched by the inclusion of dishes that are traditional in non-British cultures.

c. **Religious Belief.** Several religions place dietary restrictions on their adherents. It is imperative that these strictures are respected and are considered in menu planning if the unit consists of a significant number of personnel of a particular religious persuasion. Where only a few individuals who adhere to a particular diet for religious purposes are serving at a unit special arrangements are to be made. Catering Managers are advised to consult the individual because there are varying degrees of adherence to religious dietary restrictions. In general the following applies:

(1) **Judaism.** Jewish dietary laws are chiefly concerned with the selection, slaughter and preparation of meat and fish based on the Old Testament of the Bible. "Kosher" describes foods that have been prepared and served in accordance with the body of Jewish law dealing with food – Kashrus. Jews are not permitted to eat the following:

- i All products derived from the pig.
- ii Shell fish and eels etc (no fins or scales).

- iii Meats cooked in or with dairy products particularly milk and butter. Nor should meat be prepared, cooked or served in/with utensils, cutlery and crockery that have been in contact with dairy products.
- iv No birds other than domestic fowl (chicken, duck, turkey).
- v Leavened breads during Passover week.
- vi Foods cooked on the Sabbath.
- Vii Additional advice is given at Annex C.

(2) **Islam.** Eating is a matter of faith for Muslims and is founded on the premise of good health. Hence overindulgence is discouraged. Islam categorises food under 3 headings Halal, Haram and Mushbooh:

- i Halal describes foods that Muslims are permitted to eat according to Islamic dietary laws found in the Quran, Hadith and the Fiqh. All foods are Halal except those that are Haram or Mushbooh.
- ii Haram foods are forbidden to Muslims and include alcohol and intoxicants, all products derived from the pig, animals improperly slaughtered or dead before slaughter, carnivorous animals, birds of prey, blood and blood products and foods contaminated by any of the above.
- iii Mushbooh describes foods that is deemed to be of questionable origin and are, therefore, avoided by Muslims. Typical Mushbooh items are additives in processed foods such as emulsifiers, gelatine and enzymes.

Foods that are Halal are plentiful and include milk, honey, and fish (although some Muslims avoid fish) plants (non-intoxicating) fresh or frozen vegetables, fresh or dried fruits, nuts and grains. Beef, lamb and mutton, goat, venison, chicken, duck and game birds are acceptable if they have been slaughtered in accordance with Islamic law. Islamic dietary laws are not static and the Muslim Food Board determines the category for each new food that is introduced to the market.

(3) **Ramadan.** During the month of Ramadan a Muslim is required to fast between sunrise and sunset. During the dark hours they may eat but are encouraged not to over indulge. During Ramadan there are 3 feast nights when Muslims are expected to meet and celebrate their faith together.

(4) **Hindu.** In general, Hindus avoid all foods that are thought to inhibit physical and spiritual development. The Orthodox Hindu is vegetarian and will not eat any food, which has involved the taking of life. The cow is sacred, but dairy products may be used freely. Less Orthodox Hindus will eat mutton, poultry and fish, but not products of the pig, which are considered unclean. Other groups that share the basic ethics of Hinduism are Vaishnavism, Shavism and Shaktism.

(5) **Sikhs.** Although Sikhs participate in many Hindu practices, they differ significantly in their belief in a single God. Sikhs abstain from beef but pork is permitted. Alcoholic beverages are prohibited.

d. **Medical Requirements.** There are many dietary considerations that form part of therapy for medical conditions and are prescribed by Medical practitioners. A therapeutic diet is usually tailored to the needs of the individual hence the individual is well placed to advise on the foods that are suitable. However, it is common practice that therapeutic diets are, where possible, designed to be adaptations of the normal diet of the population. If in doubt advise may be sought from the Unit Medical staff. If special foods (usually supplied

by chemists, but increasingly by major supermarket chains) are required authority to purchase is to be sought through the Unit Medical Officer and the costs met by the Medical Vote (If applicable). The caterer will be required to prepare, cook and serve food appropriate for specific therapeutic diets, but must ensure that they do not provide dietary advice to an individual, which, in law, may only be provided by a registered medical practitioner or dietician. The most common diets presented to caterers to accommodate are as follows:

- (1) **Reducing diets.** Weight reduction and weight control are frequently necessary in the affluent society of today. The basic concept is to decrease the energy value of the diet to below the energy output of the individual. There are many reducing diets advertised and serial dieters will adopt the latest “craze”. However, a well-planned menu derived from all the food groups and utilising the complete spectrum of cooking methods can provide appropriate foods for a reducing diet.
- (2) **Diabetic diets.** These diets vary considerably depending on the type of diabetes diagnosed and the severity of the condition. Currently diabetes is an incurable, but manageable, condition concerning the lack or insufficiency of insulin necessary for the metabolism of carbohydrates. However, as carbohydrate is an essential nutrient, diabetics are taught to balance their carbohydrate intake with their drug treatment. It is not unusual for Type 1 diabetics dependant on daily injections of insulin to require high carbohydrate diets to provide them with sufficient energy for both work and leisure activities. Obesity is known to be a causative factor in Type 2 diabetes and in its mildest form might be treated by reducing diet alone. Often Type 2 diabetics will be prescribed drugs to reduce their blood sugar, but, additionally, they will be required to reduce and or control their weight. Most diabetics are very aware of their dietary needs and will manage their diet without you being involved. The newly diagnosed diabetic may need assurance from the caterer that the local menu will provide appropriate foods for their dietary regimen.
- (3) **Gluten Free Diets.** Coeliac Disease also known as gluten sensitive enteropathy, once a disease predominantly diagnosed in children is being increasingly diagnosed in adults. Gluten is the protein in grains, which, during cooking, provides structure to the product. Coeliac disease is a chronic condition, which severely impedes digestion and absorption of food and nutrients. Hence, if untreated, the individual will suffer all the symptoms of malnutrition. The gluten free diet is exactly as described, free of gluten, which means the complete avoidance of most whole grain products. Rice and maize (corn) are acceptable grains as neither contains gluten. Gluten free processed foods are becoming more available including breads and biscuits. Once the diagnosis of coeliac disease is made and treatment initiated recovery can be spectacular which concentrates the mind of the individual sufferer and most will adhere strictly to their diet. All the other food groups are suitable for ‘coeliacs’, which the menu should provide. The Coeliac Society publish a list of gluten free brand products annually, which is available through their website.
- (4) **Allergens.** There are many components of food some natural and some man-made, which precipitate an allergic reaction in some people. The sensitivity will vary from mild to severe. In its most severe form the reaction can lead to anaphylactic shock and is potentially life threatening. Sufferers avoid the obvious, but in food processing so many variants of these products are used that particular care with ingredients is essential. A detailed summary of the fourteen recognised allergens can be found at Annex A.
- (5) **Others.** There are many other therapeutic diets for medical conditions requiring the reduction, or increase of nutrients or the chemical parts of nutrients. Most are initiated in hospitals and the individual is taught to manage their own diet.

It is essential that caterers listen to their needs and where possible accommodate them from the main menu.

e. **Lifestyle Choices.** Vegetarianism is the most common lifestyle choice adopted by members of the Armed Forces and can be taken up in varying degrees. The usual categories of vegetarians are explained in Table 5.1.

f. **Veganism.** Veganism is not recognised as a 'protected characteristic' under the Equality Act 2010. Where possible all will be done to accommodate this diet. As a reminder Vegans will not eat dairy produce, eggs or animal produce, including shellac or honey.

**Table 5.1.**

Category	Explanation
Demi-Vegetarians	Will eat dairy products, eggs and traces of animal derivatives. Some may also eat fish.
Ovo-Lacto Vegetarians	Will eat dairy produce, eggs, honey and shellac, but no animal carcass, whether whole pieces or derivatives. This is the assumed definition of vegetarians within the MOD.
Ovo-Vegetarians	Will eat eggs, honey and shellac, but no dairy produce or animal carcass, whether whole pieces or derivatives.
Lacto Vegetarians	Will eat dairy produce, honey and shellac, but no eggs or animal carcass, whether whole pieces or derivatives.

0505. **Menu Composition.** The composition of the menu should be drawn from the 5 food groups as described in Chapter 4. In addition, all cooking methods should be employed to provide a variety of flavour and texture and to present attractive food by sight and smell at the point of service. The principle determinants of composition are as follows:

- a. **Compatibility.** A meal of compatible components can be derived from the menu options.
- b. **Variety.** Menus should provide a variety of flavour, texture, appearance and innovation to generate interest.
- c. **Availability.** The food commodities should be regularly available on the market and in sufficient quantity to service the menu.
- d. **Season.** Although many foods are now available year round it reduces menu boredom to produce food for the season and climatic environment and to reflect tradition.
- e. **Nutrition.** The menu should attract personnel to eat well and there should be sufficient choice to provide the options for varying nutritional needs.
- f. **Staff Availability and Capability.** It is essential that the staff possess the skills to produce the menu described and there are sufficient numbers to achieve the production volume and service.
- g. **Equipment Availability.** Due consideration should be given to both the range of equipment in the kitchen and the workload placed on the equipment in producing the menu.

f. **Cost.** The menu cannot be compiled to be more expensive than the level of finances available to support it. It is important that the catering manager/senior chef maintains a record of consumption rates to determine future production. Costs can be controlled by a variety of means, including:

- (1) **Cyclic menus.** These will ensure that there is a balance of menus throughout the week that will prevent against menu fatigue as well as providing a balance of offering and cost.
- (2) **Batch Cooking.** It is military policy to cook food just in time for service. This eliminates waste and ensures the best quality product is served to the consumer.
- (3) **Portion Control.** Portion control begins in the catering office where the numbers of portions of the various dishes to be produced are determined. The number of portions of each item is, of necessity, decided by the popularity of the dish concerned and the estimated meal attendance for the particular meal in question. The aim is to provide an adequate number of portions to ensure the maintenance of a choice of popular dishes throughout the service of the meal.
- (4) **Ingredients.** Use the appropriate ingredients for the dish, eg, cuts of meat for the menu choice.
- (5) **Rechauffé.** This practice is, rightly, limited, but economic use of rechauffé dishes as directed in JSP 456 Pt.2 Vol 3 are acceptable.
- (6) **Convenience Foods.** It is recognised that there will always be circumstances where the use of convenience foods is an option. However, the principle of military catering is to provide fresh food, which is freshly prepared.
- (7) **Staff Training.** Staff are trained to avoid wastage in the preparation and cooking processes.
- (8) **Storage.** Avoid spoilage of foodstuffs by ensuring produce is stored correctly.
- (9) **Stock Rotation.** Stock is rotated to maximise shelf life.
- (10) **Stock Holdings.** Do not hold excessive amounts of stock. Stocktaking should be carried out on a regular basis to ensure that the minimum necessary amount of stock is retained in order to produce daily menus.
- (11) **Supervision.** The kitchen manager should regularly attend the production and service of meals to satisfy himself that menus are being produced in accordance with the direction and that wasteful procedures are not allowed to develop in the production and service of meals.

0506. **Menu Choice.** It is a misconception that the number of dishes on offer at a set meal is an indication of the quality or standard of the food and service offered. The matrix below, together with a cyclical menu, is designed to indicate the minimum requirement for the core menu. This allows the menu planner to schedule traditional dishes, such as Sunday roasts, on the appropriate day besides allowing reduced weekend off-take to be planned. The number of choices a mess should offer will vary according to its feeding strength. Table 5.2 specifies the number of choices, which are to be offered at both the main meal of the day and the third meal.



**Table 5.2.**

<b>Matrix of Number of Menu Choices According to Feeding Strength</b>					
Number to be Fed	Main Course	Potato	Vegetables	Main Meal Only	
				Hot Sweets	Cold Sweets
1-30	2	2	2	1	2
30-60	3	2	2	1	2
60-100	4	2	2	1	2
100-200	5	2	3	2	3
200+	6	2	3	2	3

0507. **Menu Cycle.** It will be necessary for local management to adapt the menu cycle to meet the requirement of low off-take days such as weekends and public holidays. Where numbers to be fed are very low, a pre-ordering system could be considered as a method, but ordering dinner at breakfast does not add to the dining experience. However, batch cooking is both policy and accepted practice in military catering and will accommodate customer choice without wastage. For very low numbers an a la carte menu might be an advantageous option.

0508. **Operational Environments.** In operational environments (including on-board ships and submarines), it may not always be possible to offer the number of choices due to constraints such as equipment availability, which is outside the control of the caterer.

0509. **Planning Criteria for Different Meals.** One of the main considerations when planning the 3 main meals of the day and other meals such as night duty meals is the need to avoid repetition. Reaching the right balance and making the daily menu attractive and appealing to the customer requires careful planning.

0510. **Breakfast.** It is important to ensure that breakfast menus avoid repetition and that an alternative to the traditional cooked breakfast is always available. Breakfast menus are to be reviewed regularly; the inclusion of 'chefs specials' or 'house' dishes will help to reduce menu fatigue. Breakfast menus should always be on display in dining rooms and staff are to be briefed as to their content in the same manner as for the other main meals of the day. The minimum offer for breakfast should be effectively 3 courses with beverages available throughout (although there is no obligation on the diner to take the whole breakfast offer). A continental breakfast may be offered as an additional choice to a "full English" breakfast.

a. First Course from:

- (1) Popular breakfast cereals and accompaniments.
- (2) Fruit (fresh and dried), fruit juice.

b. Second Course from:

- (1) At least 3 portions of high quality protein commodities (eggs, bacon, sausage ham, cheese etc).
- (2) At least 2 portions of vegetables and fruits (beans, potatoes, tomatoes, mushrooms etc).

- c. Third Course from a combination of:
  - (1) Bread (toast) and a variety of bread rolls and possibly croissant, pastries.
  - (2) Marmalades, jams, honey, spreads.
  - (3) Butter and butter substitute spreads.
- d. Beverages (Tea, Coffee, Milk) and accompaniments including sweeteners.

0511. **Main Meal.** The main meal consists of 3 courses: a starter, a hot or cold main course and hot or cold sweet. The matrix table at 0506 shows the number of menu choices according to feeding strength. No dish should be repeated from the previous or on the next meal. The following should also be considered:

- a. The starter should consist of a choice from a fresh homemade soup or a simple dish.
- b. The main course menu should include a choice of freshly cooked hot main meat, fish and egg dishes according to the matrix. In addition to the basic matrix a non-meat dish and a salad should always be on offer. In larger messes, the salad should take the form of a cold buffet. Where practical, salads should be provided without dressings, but with a choice of dressing available to the diner.
- c. 2 choices of potato should be available throughout the meal period. At least one choice should not be fried. Pasta or rice can also be offered, either in replacement of, or in addition to a potato choice.
- d. 2 or 3 choices of vegetables should be available throughout the meal period according to the matrix. At least one should be fresh, but ideally both.
- e. Freshly made hot and cold sweets according to the minimum numbers identified in the matrix. Additionally, fresh fruit and yoghurts should be available to be offered in lieu of a cold sweet choice.
- f. Drinks should include tea, coffee and cold water. Squash may also be provided.

0512. **Third Meal.** The number and type of dishes to be offered is shown in the matrix table at 0506. No dish should be repeated from the previous or on the next main meal. The following should also be considered:

- a. Where funds permit, a starter can be provided; if it is soup, it should differ from that served at the previous or next meal.
- b. The main dish should consist of a choice of freshly cooked hot main meat, fish and egg dishes according to the matrix. In addition to the basic matrix a non-meat dish and a salad should always be on offer. In larger messes, this should take the form of a buffet. Where practical, salads should be provided without dressings, but with a variety of dressings available to the diner.
- c. Two choices of potato should be available throughout the meal period. At least one choice should not be fried. Pasta or rice can also be offered, either in replacement of or in addition to a potato choice.
- d. Two or 3 choices of vegetables should be available throughout the meal period, according to the matrix.
- e. Hot/cold sweets are optional, but fresh fruit and yoghurts should be provided where funds permit. Where feasible, cakes can also be offered.

- f. White and brown/wholemeal bread and/or rolls should be available, together with a low fat spread (high in poly-unsaturates) and butter, marmalade and preserves.
- g. Drinks should include tea, coffee and cold water. Squash may also be provided.

0513. **Night Duty.** Night duty meals are to be treated as part of the main menu planning system. In messes where the main meal of the day is provided at lunchtime night duty meals are to be treated as a replacement for it; where the main meal of the day is the evening meal they are to be treated as the Third Meal. In either case the principles of the menu planning system should apply, but the night meal should not be a repetition of either the 3<sup>rd</sup> or main meal. In general, unless a unit's work pattern changes unpredictably, the number of night meals served will not vary a great deal and the menu planner should be able to predict the likely numbers to be fed. This being the case, using the number to be fed as a base-line the number and type of choices offered should conform to the matrix table at 0506.

0514. **Packed Meals.** Packed Meals (issued at Crown expense) are intended principally for "Troops in Transit" who are unable to take meals under normal feeding arrangements (i.e. in their own unit's Mess or dining facility) or where no other feeding solution is deemed practical or possible, i.e. SP attending Adventurous Training Courses<sup>1,2</sup>. All packed meals should ideally be prepared fresh on the day of consumption<sup>3</sup> and are to be stored under refrigerated conditions until collected or delivered. They should ideally be consumed within 4 hrs of removal from the refrigerator to maintain the integrity of the produce, and the date and time of manufacture are to be stamped on the packed meal container.

a. A "transit"packed meal should consist of a minimum of 5 items as follows:

- (1) Two rounds of sandwiches or 2 rolls or similar product such as tortilla wraps containing a variety of fillings.
- (2) A savoury pie or pasty can be offered in lieu of one round of sandwiches/roll.
- (3) 2 individually wrapped commercial type bakery/snack/confectionery items and no more than 1 item of each.
- (4) At least one piece of fruit.
- (5) A bottle of Water (500ml) or soft non-carbonated juice/squash drink in a 330ml tetra pack. (Option - Units have the option of not providing this component and utilising its cash value to enhance other food items listed above).

Ideally, the diner should be offered a choice from above and allowed to exchange commodities, eg, a second piece of fruit for a bakery/snack/confectionery item.

b. A packed meal issued for Adventurous Training Centre students should consist of the following:

- (1) 6" baguette/hoagie with a protein filling i.e ham, tuna or cheese.
- (2) Trail mix or salted peanuts (50g)

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<sup>1</sup> JSMTTC (Indefatigable, Llanwrst, Ripon, Ballykinler, Ballachulish), JSATW Cyprus, ATFW Castle martin, ATFW Inverness, JSPC Netheravon. FDTC Crickhowell.

<sup>2</sup> INM Report No.2018.024 refers.

<sup>3</sup> Depending on the number of packed meals required and available resources.



- (3) 2 individually wrapped confectionery items; 1 x chocolate bar plus 1 x flapjack (60g).
- (4) At least one piece of fruit, ideally a banana.
- (5) A bottle of water (500ml). (Option – Centres have the option of not providing this component and utilising its cash value to enhance other food items listed above).

A vegetarian packed meal should be available on request.

0515. **Container and Hotlock Meals.** Meals provided to dispersed locations via containers or hotlocks, are constrained by the delivery system. Where possible, due regard of the guidance detailed above should be considered when planning these meals so that nutritious and balanced meals can still be offered, Chapter 4 refers.

0516. **Menu Language.** In the Armed Forces, it is the practice for menus to be written as simply as possible to enable customers to fully understand what is being served. Menus are to be written in English except where the use of the French word to describe a garnish or sauce would save the use of a cumbersome English translation. Descriptions must be precise so that customers are not misled and so that chefs may know how to prepare the raw ingredients. Conversely, chefs must ensure that they produce the dish described on the menu, complete with the appropriate garnish and/or sauce.

0517. **Items of Stock for Turnover.** It may be necessary from time to time to make compulsory issues of certain commodities for turnover purposes. When such issues occur it is necessary to absorb the items in to the cyclical menu on a gradual basis to ensure that normal messing standards are not impaired.

0518. **Non-Public Meal Systems.** Different messing systems are used in many Officers' messes and some Senior Rates/Ranks' messes. It is not appropriate to dictate the menu-planning format for non-public messing, but, where possible, the cyclical menu system should be followed. Officers' messes should be encouraged to use their extra messing income to enhance the quality of dishes rather than increase the number of choices offered. Bar snacks/à la Carte systems are useful mechanisms to prevent waste and are usually popular with officers' and senior rates/ranks' mess members. As such, their use is encouraged, but the choices offered should reflect the principles of the planning system wherever possible and practical. This means that menus would need to be regularly changed in order to avoid menu fatigue.

0519. **Production Monitoring and Records.** As the quality of food depends upon the most economic use of available funds, a record of the number of portions of each dish produced for each meal and the amount left over at the end of each meal may be monitored. This information will provide a sound basis on which to plan production when the same daily menu occurs on the planning system. This requirement can be included within a Units' kitchen management documentation. The manuscript production record book is to be available for all staff inspections.

0520. **Genetically Modified Food - Background.** Genetically Modified food, (GM) i.e. soya or maize products such as flour, oils and glucose syrups are a concept of food production technology. GM food involves altering a plant, animal or micro-organism's genes or inserting one from another organism – that is a living thing. When GM foods are consumed it is processed in the same way as non-GM foods. When any food is eaten the digestive system breaks down the tissue, the proteins and the DNA in the food. The DNA structure in GM food mirror images that of non GM foods and when eaten is broken down in the digestive tract. Sometimes all of the DNA in GM foods is not broken down and is therefore not absorbed. This DNA however is unlikely to become part of our genetic material by passing into our cells.

0521. **Revised Legislation.** On 18 April 2004 the GM Food and Feed Regulation (EC) No 1829/2003 for GM Labelling came into force in all EU member states. The regulations encompass all GM food and animal feed, regardless of the presence of any GM material in the final product. In

all aspects the Armed Forces will conform to the latest EC/UK legislation on GM and ACDS (Log Ops) will provide appropriate guidance.

**0522. Impact of Revised Legislation – Military Caterers.** In the EU, if a food contains or consists of genetically modified organisms (GMOs), or contain ingredients produced from GMOs, this must be indicated on the product's label. If GM products are sold "loose" information regarding this product must be displayed immediately next to the product.

**0523. GMOs and Food Supply.** Food is provided to units from a number of sources dependent on the location and circumstances as follows:

- a. The DFP contractor procures and supplies food to units, conforming to the contract currently let by the Delivery Partner (DP). All products on the core range are required to be GM free.
- b. Food purchased with non-public funds does not secure the same level of assurance as the core range products. Caterers must take all reasonable precautions to procure food from reputable sources and to confirm if GMO are present and subsequently inform the customer.
- c. When using CILOR, cash is given to units or formed groups to purchase food items locally whenever the food supply contractor cannot provide. This type of rationing puts the onus on the food purchaser to take all reasonable precautions to identify any GMO in the food products purchased. They must then take appropriate steps to inform the consumers, where food contains, or is suspected to contain GMO. The authority for CILOR will state the conditions of this requirement. Similar arrangements apply when ships are deployed to foreign ports and food is purchased from ships chandlers.
- d. In the course of letting contracts for food, Local Resource Troop must take all reasonable precautions to identify any GMO within the food products and draw them to the attention of those responsible for preparing and serving the food.
- e. ORP is not exempt government regulations and any GMO must be identified. The DP requires all ORP components to be GM free. Personnel will be advised if ORP components contain GMO.

**0524. Responsibilities of Those Personnel Preparing Food using GMO.** To ensure due diligence and compliance with current legislation, military units (regardless of whether food services are delivered by contractors or Service catering staff) are to take the following steps:

- a. Periodically publish in unit Orders the following statement:  
*"All dining facilities, whether in the field or on unit, will display a copy of the daily menu. Any food being served which is known to contain or suspected of containing GMOs, will be annotated "Genetically Modified", (not abbreviated), after the dish name in accordance with The Food Information Regulations 2014, Regulation (EU) No 1169/2011 on the provision of food information to consumers and Regulation (EC) No 1829/2003 on genetically modified food and feed.*
- b. It is a requirement that the wording 'Genetically Modified' should be given the same prominence as the menu item.
- c. When Packed or Containerised Meals are provided which contain GMOs, they should be labelled clearly with '*Contains GMO*'. Where they may contain GMOs, they should be labelled clearly '*May contain GMO*'. Where an alternative choice cannot be provided, caterers must take all reasonable precautions to ensure that the food provided does not, to the best of their knowledge, contain GMO.
- d. Food presented at a buffet or special functions that contain GMOs must be clearly identified to the customer/guests with the wording '*Contains GMO*'.

- e. Overseas, units are to conform to UK/EU legislative requirements as far as is reasonably practicable. If food items purchased overseas cannot be guaranteed to be free of GMO, units are to take all reasonable precautions and inform the customer that the prepared food '*May contain GMO*'.
- f. Dishes containing GMOs that are recorded on the daily menu records are to be annotated '*Contains Genetically Modified Ingredients*' in the ingredient title/description. These documents are to be retained for two years for checking purposes.

0525. **Allergen Legislation.** Allergen Legislation is applied across the EU and is therefore mandated for HM Armed Forces wherever they serve worldwide<sup>4</sup>. The new Food Information Regulation, which is effective from 13 December 2014, requires food businesses to provide information about the allergenic ingredients used in any foods they sell or provide. There are 14 major food allergens, which must be listed clearly in an obvious place (e.g. on a menu, menu board or as an information pack held at the service point) when they are used as ingredients in a food. An information pack template is shown at Annex B.

0526. **The 14 Allergens.** The 14 major food allergens that must be declared are listed below and a more expanded explanation can be found at Annex A.

- a. Celery (including celeriac)
- b. Cereals containing gluten
- c. Crustaceans
- d. Eggs
- e. Fish
- f. Lupin
- g. Milk/Lactose Intolerance
- h. Molluscs
- i. Mustard
- j. Nuts
- k. Peanuts
- l. Sesame seeds
- m. Soya
- n. Sulphur Dioxide

0527. **Impact of Legislation – The Customer.** It is incumbent on the customer to inform the front of house staff, server staff or the chef of any dietary requirements, allergy or intolerance. Similarly, the customer must read the menu carefully and check with the staff about the whole dish, for example, a pizza base may contain an unexpected ingredient, or butter may have been added to vegetables, or gravy mix may contain milk powder. Where a catering outlet states on a signpost that allergy information can be obtained by talking to staff, the customer has the responsibility to ask for the information.

0528. **Impact of Legislation – Military Caterers.** From the 13 December 2014, information on any of the 14 allergens used as ingredients will need to be provided for dishes offered to customers. Military Catering Staff will be held responsible for the following:

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<sup>4</sup> For further guidance for RN Ships, Submarines and RFA vessels storing in foreign ports see ACDS (Log Ops) letter dated 01 Dec 14 and the extant NCHQ Catering Circular.

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- a. Where specific allergen information is not provided on a menu clear signposting as to where this information is contained must be provided.
- b. These rules will only cover information about major allergens intentionally used as ingredients. They do not cover allergens present following accidental contact. However, food service staff must make every effort to reduce to a minimum the opportunity for any accidental contact or cross contamination of these allergen foods within the cooking processes in the kitchen and at the point of service.
- c. Military catering staff are to complete annual refresher training on allergen labelling.

0529 – 0599. Reserved.

## CHAPTER 5 Annex A – TABLE OF ALLERGENS

The 14 major allergens which need to be declared when they are used as ingredients in a food are detailed in the table below with examples of where they can be found.

<b>Celery</b>	This includes celery stalks, leaves and seeds and the root called celeriac. It is often found in celery salt, salads, some meat products, soup and stock cubes.
<b>Cereals containing gluten</b>	This includes wheat (e.g. spelt and Khorasan wheat/Kamut), rye, barley and oats. It is often found in foods containing flour, such as some baking powders, batter, breadcrumbs, bread, cakes, couscous, meat products, pasta, pastry, sauces, soups, and fried foods dusted with flour. The cereal will need to be declared.
<b>Crustaceans</b>	This includes crabs, crayfish, lobster, prawns, and scampi. It is often found in shrimp paste used in Thai curries and salads.
<b>Eggs</b>	Eggs are often found in cakes, some meat products, mayonnaise, mousses, pasta, quiche, sauces and foods brushed or glazed with egg.
<b>Fish</b>	This is often found in some fish sauces, pizza toppings, relishes, salad dressings, stock cubes and Worcestershire sauce.
<b>Lupin</b>	This includes lupin seeds and flour, and can be found in some types of bread, pastries and pasta.
<b>Milk</b>	Milk is a common ingredient in butter, cheese, cream, milk powders and yoghurt. It can also be found in foods glazed with milk, and in powdered soups and sauces.
<b>Molluscs</b>	These include clams, mussels, oysters, land snails, squid and whelks, and can also be found in oyster sauce or as an ingredient in fish stews.
<b>Mustard</b>	This includes liquid mustard, mustard powder and mustard seeds. It is often found in breads, curries, marinades, meat products, salad dressings, sauces and soups.
<b>Nuts</b>	This includes almonds, hazelnuts, walnuts, cashews, pecan nuts, Brazil nuts, pistachio nuts and macadamia (Queensland) nuts. These can be found in breads, biscuits, crackers, desserts, ice cream, marzipan (almond paste), nut oils and sauces. Ground, crushed or flaked almonds are often used in Asian curries or stir-fried dishes.
<b>Peanuts</b>	These can be found in biscuits, cakes, curries, desserts and sauces (e.g. satay sauce), as well as in groundnut oil and peanut flour.
<b>Sesame seeds</b>	These can be found in bread, breadsticks, houmous, sesame oil and tahini (sesame paste). They are sometimes toasted and used in salads.
<b>Soya</b>	This can be found in bean curd, edamame beans, miso paste, textured soya protein, soya flour or tofu. It is often used in some desserts, ice cream, meat products, sauces and vegetarian products.
<b>Sulphur dioxide</b>	This is an ingredient often used as a preservative in dried fruit (e.g. apricots and raisins), meat products, soft drinks, vegetables as well as in wine and beer.





**CHAPTER 5 Annex B – ALLERGEN RECORD (EXAMPLE)**

**GALLEY/KITCHEN/MESS:** *Main Galley*

**IC SHIFT:** *LLogs (CS) Smith*

**DATE:** *13 December 2014*

Dish	Celery	Cereals	Crustaceans	Eggs	Fish	Lupin	Milk	Molluscs	Mustard	Nuts	Peanuts	Sesame Seeds	Soya	Sulphur Dioxide	Remarks
<i>Chicken korma</i>							✓			✓					<i>Almonds</i>
<i>Seafood risotto</i>	✓		✓		✓		✓	✓							<i>Prawns, mussels, squid</i>
<i>Lemon cheesecake</i>		✓		✓			✓								<i>Wheat</i>
<i>Scotch eggs</i>		✓		✓										✓	<i>Wheat in the flour and rusk in the sausage meat. Sulphites in the ham.</i>
<i>Crumbed ham</i>		✓		✓										✓	<i>Wheat in the breadcrumbs. Eggs in the Egg wash. Sulphites in the ham.</i>
<i>Veal and Ham pie</i>	✓	✓		✓	✓		✓							✓	<i>Celery in the bouillon. Wheat in the flour and in the vinegar for Worcestershire Sauce. Fish and Barley in the Worcestershire sauce. Sulphites in the Ham</i>

## **CHAPTER 5 Annex C – Judaism – Framework for Feeding**

The following guidance has been provided from the Chief Rabbi to the Armed Forces.

1. The majority of Kosher adherent Jews in HM Armed Forces will be satisfied with the general vegetarian food provision in barracks including eggs, fish, and vegetarian cheese.
2. There are, however, some who are more meticulous in dietary matters for whom the provision of Kosher meat and cheese will be necessary. Other protein such as fish and eggs can be used from normal sources. These can be supplemented with vegetables and carbohydrates which will be widely available in barracks.
3. If there is any concerns over cross-contamination, within the cooking processes then cooking can be done undertaken by using disposable tin-foil containers thereby isolating individual portions of food produce.
4. If 1 and 2 above are not achievable; and/or if the Kosher individual has abiding concerns, then as a final resort, pre-cooked Kosher meals can be ordered. This action will be undertaken in consultation through the chain of command with Defence Logistics and Chief Rabbi to the Armed Forces. This option should only occasionally be necessary.
5. The Kosher 24Hr Operational Ration Packs (ORP) contain a wide variety of foods including proteins and main meals, which may also lend themselves to being served, with supplementation of fresh vegetables etc, in a cookhouse environment as well as being used on exercise and operational deployment.