

CHAPTER 9 – CATERING INFRASTRUCTURE, EQUIPMENT AND DEFENCE ACCOMMODATION STORES

0901. **Catering Infrastructure.** All catering buildings, infrastructure and equipment and any refurbishments must comply with Defence Infrastructure Organisation (DIO) Policy Instruction 2015/05 and Building Performance Standards. The DIO Building Standards & Catering Technical Assurance (BSCTA) acts as the technical authority for catering assurance on the MOD estate and therefore all requests for changes to catering facilities should be directed to BSCTA.

0902. **Planned Maintenance.** Beyond the standard warranty period, Planned Maintenance will be undertaken by the Regional Prime Contractor (RPC)¹. Project Staff Officer/Budget Manager should, in consultation with the DIO Project Manager, consider through life cost of the equipment and life-cycle replacement.

0903. **User Maintenance.** As users of the equipment (catering staff) are responsible for undertaking regular maintenance checks. All equipment will have a user manual showing how to operate the equipment effectively and will advise on user maintenance.

0904. **Regular Maintenance.** Most equipment will require regular maintenance from a qualified engineer or maintainer. Although there is no defined requirement for units to carry out regular maintenance, the benefits should outweigh any financial costs. Catering and property managers are strongly advised to seek financial authority for maintenance contracts.

0905 **Repairs.** All Requests for repairs should be reported to the DIO RPC helpdesk. The helpdesk will log the request and respond according to the operational urgency of the fault and the response criteria of the contract.

0906. **Cleaning Materials and Catering Consumables.** See JSP 315

0907. **Business Continuity Plans.** All Establishments have Business Continuity Plans (BCP) in place to identify threats and risks (Health and Safety) to the day to day operational management of the site and the means of managing such events; the mandate and process is laid down by Head Office & Commissioning Service HOCS / Directorate of Business ResilienceDBR. This plan should address immediate, short term, medium term and long term loss of functionality brought about by an event or events. The BCP philosophy is about maintaining operational output regardless of what fails (emergency closure) or occurs (planned closure) so it may be about infra and non-infra solutions.

0908. All stakeholders (unit staff, DIO and contractors) should be involved in the Business Continuity Plan and in particular the CRL contractors as there is no claim for “consequential loss” for reduced or loss of sales. All efforts should be made to allow the commercial contractors to continue to undertake their business.

0909. **Catering Design and Equipment on board HM Ships & Submarines.** Catering on board HM ships and submarines is principally dealt with by DES Ships Fleet Wide Equipment Maritime Equipment Support Utilities and Fire Safety Logistics Design Authority (LDA) based at Abbey Wood, Bristol. The LDA supports the IPTs through planning and general advice relating to the fabric, material state and layout of Logistics Department compartments and associated fittings, equipment and spaces in HM Ships, Submarines and Royal Fleet Auxiliaries. LDA provides Quality Assurance ensuring all compartments and equipments are fit for purpose, legislatively compliant, reflect best practice and maximise operational capability.

¹ RPC The commercial company, contracted to DIO, and responsible for the construction work and through life maintenance

0910. **Protective Clothing and Lockers.** Refer to the Defence Clothing Catalogue, JSP 315 - Services Accommodation Code (Edition 3), AP 830 Clothing Regulations for the RAF. Lockers for the storage of protective and outdoor clothing are provided for within JSP 315.

0911. **Air Movement Entitlement.** Chefs/food handlers travelling on air trooping flights via RAF or Charter aircraft have an excess weight allowance of 9 Kg. Where chefs/food handlers are required to take protective clothing, the weight of the protective clothing should be incorporated into the unit's freight requirements. JSP 800 the Joint Service Manual of Travel Instructions is the authoritative document for this entitlement.

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