



**Ministry  
of Defence**

**JSP 456  
Defence Catering Manual**

**Part 1: Directive**

# Foreword

1. JSP 456, Defence Catering Manual (DCM) provides an amalgam of regulations, instructions, advice and a point of reference for Service caterers to assist them in the delivery of the catering function across the entire range and diversity of Armed Forces catering. The DCM details the application of both European and National legislation.

2. The content of each of the Volumes in Part 2 has been agreed through consultation with the Commands and Top Level Budget holders (TLB) under the lead of Defence Logistics. Whilst common practices have been adopted, individual Service requirements have been retained, as necessary.

# Preface

## How to use this JSP

1. JSP 456 Defence Catering Manual is for use by Service caterers and Industry Partners (IP).

2. The JSP is structured in two parts:

- a. Part 1 - Directive. Service caterers are to comply with both European and National legislation as articulated within Part 2.
- b. Part 2 – Guidance. The DCM contains four volumes and for ease of reference these are listed below:

Volume 1 - Catering Management,  
Volume 2 - Catering Accounting Regulations,  
Volume 3 - Food Safety Management,  
Volume 4 - Catering, Retail and Leisure (CRL).

## Amendments and Advice

3. The custodian of this JSP is the Catering Services Management team within Defence Logistics. Proposed amendments to this JSP are to be sent through the respective chain of command for endorsement, prior to being forwarded to the Catering Services Management Team. Contact details are listed below:

<b>Job Title/E-mail</b>	<b>Project focus</b>	<b>Phone</b>
DEF LOG – Strat – Pol Cat Svcs	Catering Policy	9679 83565
DEF LOG – Strat – Pol Cat Svcs 1	Catering Policy	9679 83566

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## GLOSSARY

AFPRB	Armed Forces Pay Review Body
AO	Authorising Officer
AWF	Accumulated Welfare Fund
BDFL	British Defence Film Library
BEMS	Building Energy Management System
BOP	Basis of Provisions
CAF	Central Amenities Fund
ACDS (Log Ops) Cap JLE	Capability Joint Logistic Enablers
CASP	Command Acquisition Support Plan
CBA	Cost Benefit Analysis
CCM	Core Catering Manpower
CDL	Chief of Defence Logistics
CDT	Compulsory Drug Testing
CILOR	Cash in Lieu of Rations
CM/BOI	Court Martial/Board of Inquiry
CMO	Commissioning and Managing Organisation
CMT	Contract Management Team
CO	Commanding Officer
COC	Chain of Command
CPI	Catering Price Index (Ltd)
CRL	Catering, Retail and Leisure
CSA	Customer Supplier Agreements
CVWW	Council for Voluntary Welfare Work
DAMO	Duty Air Movements Officer
DAS	Defence Accommodation Stores
DAVRS	Director Army Veterinary and Remount Services
DBA	Defence Billing Agency
DBAS	Declared Baseline Availability Schedule
DCDS Pers	Deputy Chief of Defence Staff Personnel
DE	Defence Estates
DFC	Daily Food Charge
DFM (FMPD)	Director Financial Management (Financial Management Policy Development)
DFP	Deployed Food Programme
DFV	Defence Food Vote
DL	Defence Logistics
DGFM	Director General Financial Management
DIO	Defence Infrastructure Organisation
DIO IM	DIO Infrastructure Manager
DIO ODC	DIO Operations Development and Coherence
DIO SDA	DIO Service Delivery Areas
DIO SC	DIO Service Coherence
DIO SIM	DIO Senior Infrastructure Manager
DMR	Daily Messing Rate
DO	Designated Officer
DofQ	Denomination of Quantity
DP	Delivery Partner
DSO	Deputy Supervising Officer
DUS	Detainees Under Sentence

EMC	Extra Messing Charge
EMI	Extra Messing Income
EPOS	Electronic Point(s) Of Sale
ExJC	Exercise Joint Caterer
FLC	Front Line Commands
FMSSC	Financial Management Shared Service Centre
FSA	Food Standards Agency
FSI	Fully Serviced Infrastructure
FY	Financial Year
GFE/M/F	Government Funded Equipment/Materials/Facilities
GFI	Government Funded Information
GPP	Gross Profit Percentage
HA	Hospitality Assured
HAS	High Attendance Supplement
HLB	Higher Level Budget
HMRC	Her Majesty's Revenue and Customs
HNS	Host Nation Support
HoE	Head of Establishment
HR	Human Resources
IC	Intelligent Customer
IDT	International Defence Training
INM	Institute of Naval Medicine
IP	Industry Partner
IPT	Integrated Project Team
ITN	Invitation to Negotiate
JPA	Joint Personnel Administration
JRC	Junior Ranks/Rates Club
KPI	Key Performance Indicator
KSF	Key Success Factors
KUR	Key User Requirements
MAC	Multi Activity Contract
MCTC	Military Correctional Training Centre
MDRV	Military Dietary Reference Values
MO	Medical Officer
MOU	Memorandum of Understanding
MRS	Mountain Rescue Service
MRT	Mountain Rescue Team
MSR	Managing the Supplier Relationship
MWD	Military Working Dogs
NERTS	New Entry Recruit Training Supplement
NET	Non-Entitled Tariff
NTEP	National Training Estates Prime
NRTA	Naval Recruitment Training Agency
OMF	Official Mess Function
OPS	Operational Performance Statement
ORP	Operational Ration Packs
OS	Other Services
P2P	Preferred method of payment for Soft FM Contracts
PACE	Police and Criminal Evidence
PAYD	Pay as You Dine
PB	Project Board
PFI	Private Finance Initiative

PFM	Public Funded Messing
PMC	President of the Mess Committee
POS	Point of Sale
PPD	Partnering Principles Document
PPE	Personal Protective Equipment
PPO	Principal Personnel Officers
PPP	Public Private Partnership
PR	Performance Review
QA	Quality Assurance
QAR	Quality Assurance Reviews
QM	Quartermaster
QRA	Quick Reaction Alert
QRs	Queens Regulations
QT	Quantity Table
RAB	Resource Accounting and Budgeting
RAC	Resource Accounting Code
RBM	Resource Balancing Mechanism
RCWO	Regimental Catering Warrant Officer
RMT	Relationship Management Team
ROR	Requirement of Response
RPC	Regional Prime Contract
RVS	Royal Voluntary Service
SAC	Secondary Accounting Code
SAR	Search and Rescue
SC	Smart Contracts
SDA	Service Delivery Area
SDR	Strategic Defence Review
SIF	Service Institute Fund
SLA	Service Level Agreement
SLAM	Single Living Accommodation Module
SNPF	Service Non-Public Funds
SO	Supervising Officer
SOR	Statement of Requirement
SPB	Service Personnel Board
SPEG	Service Personnel Executive Group
SPP	Service Provision Payment
TLB	Top Level Budget Holder
UCM	Unit Catering Manager
VAT	Value Added Tax
VFD	Value for Defence
VFM	Value for Money
WLSG	Waterfront Logistic Support Group

## General

1. Instructions and regulations detailed in Part 2 supersede all single Service catering instructions. Where accounting procedures unique to either one or a combination of the Service Arms exist, their applicability is covered within the DCM.
2. Where extracts from this manual are printed to single Service publication, they are to be reproduced verbatim.
3. Changes to Catering, Retail and Leisure (CRL) policy are to be notified to Industry Partners (IP) through two channels:
  - a. Defence Infrastructure Organisation (DIO) Service Coherence team.
  - b. Front Line Commands
4. Contracts/Service level Agreements (SLA) let prior to the formal acceptance of the policy laid down within this JSP should, where possible, negotiate amendments to the contract/SLA to reflect the policy. Where this is not possible these contracts/SLAs take precedence. All contracts/SLAs negotiated since the promulgation of this JSP must reflect its requirements and contain caveats for future policy changes