

Declassified E.O. 12356 Section 3.3/NND No. 785015

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MESSES
OCT. 1943 - MAY 1944

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CIRCULAR)

NO. 171)



FIELD RATION--HEAD COUNT AND ESTIMATE PROCEDURE.--

1. Introduction.--In order to conserve food to the maximum feasible extent, Circular No. 158, War Department, 1944, has further implemented the system of issuing rations which has as its basis the daily average attendance in individual mess halls. To effect savings the total rations issued should not exceed the total rations authorized, that is, the head count of the number of men eating breakfast, dinner, and supper divided by 3. In order to determine the number of rations authorized, a head count is required at each of the three meals. On the basis of the head count an adjustment is made of over issues and under issues of rations which in the first instance are issued on the basis of an estimate furnished in advance of the consumption date.

2. Responsibility of mess officer.--a. To assist in the preparation of accurate estimates of the number of rations to be requested for consumption on a future date, mess officers will maintain a mess attendance record as shown in paragraph 14. The form may be reproduced locally pending availability of W.D., A.G.O. Form No. 420, now in process of publication. The information entered on the record should prove of invaluable assistance in the preparation of accurate estimates. Unit commanders will furnish such information to consolidated mess officers as will be of value for inclusion in the mess attendance record.

b. Monthly mess attendance records will be retained by mess officers until such time as the annual inspection has been completed by The Inspector General and then destroyed.

3. Responsibility of unit commanders.--Unit commanders are held responsible for the efficient operation of unit messes. The operation of the mess and the maintenance of the mess attendance record will be accomplished by the mess officer and his personnel.

4. Responsibility of headquarters which consolidates daily ration requests. It will be the responsibility of the headquarters which consolidates daily ration requests to effect an unannounced spot check at least twice each month of head counts in messes which have forwarded their ration requests to them.

5. Responsibility of commanding officer.--It will be the responsibility of the commanding officer of the organization to take the necessary corrective action when inaccurate head counting is reported by those making the spot check.

6. Mechanics of counting.--To make the count, use a mechanical hand counter, a pile of disks, tuckshot, or a system of penciled check marks.

7. Method of counting.--The actual count will be made by a commissioned officer or a noncommissioned officer of the first four grades who is not part of

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X 430.4
X W/D

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6. Mechanics of counting.--To make the count, use a mechanical hand counter, a pile of disks, buckshot, or a system of penciled check marks.

7. Method of counting.--The actual count will be made by a commissioned officer or a noncommissioned officer of the first four grades who is not part of the mess personnel, and will be reported to the commanding officer of the unit or officer in charge of the consolidated mess and entered on the mess attendance record shown in paragraph 14. Appropriate commanding officers will issue the necessary instructions so that the required number of officers or noncommissioned officers are detailed to make the count at consolidated messes. One of the three methods outlined below will be followed in making the count.

a. When serving family style.--The person making the count will subtract the table settings unused from the total number of table settings prepared. The result is the number of men eating the meal.

Caution:

(1) Add the KP's, cooks, and the men eating before or after the regular meal.

(2) The mess must have enough seats for all the men.

(3) Explain the system to the men.

(4) Insist that each table be filled before starting a new table.

b. When serving cafeteria style.--The person making the count will subtract the number of trays or plates unused from the total number of trays or plates on hand for use. The result is the total number of men present for the meal.

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Caution:

- (1) Add the KP's, cooks, and the men eating before or after the regular meal.
 - (2) Additional trays cannot be used for "seconds".
 - (3) Trays used for purposes other than serving must not be counted.
- c. Direct counting.--When the methods given in a and b above cannot be used, the men should be counted as they enter the mess hall.

Caution:

- (1) Station a person to make the count at each entrance.
- (2) Add KP's, cooks, and men eating before or after the regular meal.
- (3) Check to see that each man entering actually eats his meal.

8. Duties after count is completed.--The mess officer will attend to the following duties:

- a. Compute the average mess attendance at the end of the day.
- b. Complete entries of rations drawn and rations estimated.
- c. Enter a note or symbol in the comment column to indicate the causes of variations in the number of men eating (pay day, holiday, etc.).
- d. The mess attendance record will be kept up to date.

9. Importance of good estimating.--The ration estimate for the day on which the rations are to be consumed will be checked by the headquarters charged with the responsibility of maintaining the ration record for the unit concerned against the actual attendance on that day. Subsequent issues are adjusted accordingly. Inaccurate estimates will cause substantial over and under issues. The mess will suffer from each over and under issue.

10. Some surprising mess attendance figures.--A survey of several camps indicates that the average attendance at messes on weekdays never exceeded 94 percent of the men present for duty. (Men missing separately and men attached for rations were excluded.) The average attendance on Saturday was 84 percent and Sunday 59 percent. The attendance also varied by individual meals: Breakfast 87 percent, dinner 90 percent, and supper 80 percent.

11. How mess attendance figures apply to individual company.--The figures quoted above are broad averages and as such they are only an indication of the number of absences that may be expected. The attendance in each company will vary with the branch of service, the type of work, the personal characteristics of the men, local eating facilities, the camp location, and many other local factors. These factors make the mess attendance record invaluable. Each unit's specific, individual daily attendance pattern is established by this record.

12. Estimating future requirements.--The mess attendance record is the basis of the estimate. If a record has not been kept of the mess attendance, post a roster on the bulletin board and have the men indicate the meals they expect to miss. This method will be very helpful on week ends and will suffice until sufficient data have been obtained for the mess attendance record. For example, for estimating requirements, select

785015

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a. Normal Tuesday.--As an example for estimating requirements, select a normal Tuesday. Secure the average attendance on several normal Tuesdays from the record, add the average attendances, and divide the results by the total number of Tuesdays selected. The answer is the estimate.

Caution:

- (1) Select normal Tuesdays.
- (2) Are any men being transferred? Are new men expected? Subtract or add these men.
- b. Wednesday pay day.--This should not be too difficult. Try the following:

- (1) Look in the record for a Wednesday pay day. Use that day as a basis for the estimate.
- (2) Remember a (1) and (2) above.
- (3) If a Wednesday pay day is not available in the records, use another week day on which there is a past record of the attendance on pay day.

13. A few things to remember.--The following items will require special consideration when estimating numbers present:

- a. Sports events in a nearby city.
- b. Weather.
- c. Camp shows, or special shows in town.
- d. Company restrictions.
- e. Extra duty.
- f. Holidays.
- g. Evacuations.
- h. Post sports events.

785015

Rations drawn
 Rations estimated
 Wednesday:
 Breakfast
 Dinner
 Supper
 Rations Drawn
 Rations Estimated
 Thursday:
 Breakfast
 Dinner
 Supper
 Rations Drawn
 Rations estimated
 Friday:
 Breakfast
 Dinner
 Supper
 Rations drawn
 Rations estimated
 Saturday:
 Breakfast
 Dinner
 Supper
 Rations drawn
 Rations estimated
 Sunday:
 Breakfast
 Dinner
 Supper
 Rations drawn
 Rations estimated

1. The mess attendance count will be entered in the "Count" column opposite the appropriate meal each day by the person making the actual count, who will place his initials in the "Initials of Counter" column. Total the three meals and divide by 3. Enter results opposite "Average." Enter total number of rations drawn for each day opposite "Rations drawn," and estimated number of rations required for each day opposite "Rations estimated." Enter in "Comments" column special influences such as pay day, bad weather, sports events in a nearby city, camp shows, or other special shows in town, extra duty, holidays, bivouacs, or other factors influencing attendance.
2. All entries except those made in columns "Count" and "Initials of Counter" will be made by mess personnel.

By order of the Secretary of War:

OFFICIALS:

ROBERT H. DUNLOP, Brigadier General,
 Acting The Adjutant General.

G. C. MARSHALL,
 Chief of Staff.

Reproduced by: PBS 2 July 44.
 DISTRIBUTION: "A" & "B" 711

FILE UNDER NO. 331.4 MESSIES.

BLUE 2572

INDEX SHEET SYNOPSIS

Circular No. 2 - 30 March 1944 -

Mess Requirements

Personnel
Quarters
Food and Mess Sanitation
Disposal of Wastes

DOCUMENT FILED UNDER NO. 2675TH REGIMENT (Circulars)

INSTRUCTIONS - Under «Synopsis» make brief entry showing date of communication and from whom received and synopsis sufficient to identify the papers. When these index sheets become numerous under a subject they will be entered on to consolidated index sheets and then destroyed.

3147

HQ COMDT ANT
FILE <i>Hqcln</i>
28 MAR 1944
<i>[Signature]</i>
CC <i>[Signature]</i>

REAR HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

EJC/sk 3426

25 March 1944

To : HQ Comdt, Main HQ ACC, Naples

Subject: Messing of Italian Officials

1. It is requested that the below mentioned Italian Officials, employed by the Rear ACC at Salerno, be permitted to mess at the HQ ACC Officers Mess in Naples:

Lt. Antonio Ventriglia

Lt. Vincenzo Frascolla

2. Since their duties often take them into Naples and the surrounding areas, often finding themselves in that vicinity when meal time comes around, they cannot return to Salerno in time to have their meals where they are normally rationed.

3. Any assistance you can give them in this matter will be greatly appreciated.

For the Chief Commissioner:

2447
29 MAR 1944

E. J. Chiocca
E. J. CHIOCCA
CWO, AUS
Asst Adj

HQC/11 1st Ind. RHR/ejb
OFFICE OF THE HEADQUARTERS COMMANDANT, Hq, ACC, APO 394, 28 March 1944.

TO: Asst Adjutant, Rear Headquarters, ACC, APO 394.

Request as set forth in basic letter hereby notified approved.
Italian officials in question to mess at the Toledo Hotel.

[Signature]
R. H. ROBERTSON
Lt. Colonel,
Hq. Commandant.

Copy to:
Mess Officer, Toledo Hotel.

3446

785015

HEADQUARTERS
ALLIED CONTROL COMMISSION
OFFICERS MESS SALERNO

RHB/MIA

To: HQ Commandant
A.G.

Subject: - Loan to Palermo Mess

Will you please publish the following in Bulletin
and Daily Orders?

The Naples Mess Council has decided to refund
all claims submitted in respect of Loan to
Palermo Mess forthwith.

Any member of the Salerno Mess who is entitled to
a refund for either the loan or in respect of any
unused Palermo chits or both is asked to give full
details in writing to the Mess Officers at Vella or
Vittorio Messes or to the Secretary, who will then
arrange for payment from Naples through this Mess.

15 Feb 45.

for PNC

R. W. Buckley,
Capt.
Secretary-Treasurer

Copies to Messing Officers
Maj. Shepherd
Capt. Jones.

Publish in IB

R.B.D. -

Cpl Proser

Ege

3445

for the

A.B. For inclusion in Bulletin.

Subject: Brilliant Young Fund

The sum of 13413 Lira, representing balance of cash of the Brindisi Mass Fund was handed to the Treasurer of the Salerno Mass (Officers) on 15 Feb. with directions to allocate it as follows:-

To Salerno from Naples . . . 7
To Naples from Salerno . . . 27

Will any members of the Mass with outstanding claims for unreturned Meal Tickets for the Grindlei Mass apply in writing to the Mass Treasurer, Room 4, before 21 Feb 44.

Titled by:

H. V. Bissell, Capt.
Secretary.

— P/C 1/10/1975 (2003)

PMF Number: 60-34

Seating Officer, Venue for Hearing Board

Vittorio

Will you please
send me 3 more copies
of the paper as named

785015

Allied Control Commission, Officers Mess, Salerno.

RWB/M1

There will be a meeting of the Mess Council on Monday. 7 Feb. 44.
at 1500 hrs. in Room 116, Justizia Building.

Agenda:-

1. Framing of the Rules.
2. Other business.

Distribution.

P.M.C.

Sec

Messing Officer

Capt. Pearson.

Capt. Ernest

Maj Shepherd

Maj Rushmore

File.

5 Feb 44.

R. W. Buckley
R.W. Buckley, Capt
Secretary and Treasurer

331.4. Messes.
X 001. - Meeting

331.4 - Messes.
X 001 - Meeting

Distribution. *Col. Spiller*
P.M.C. *Capt. R. W. Bunker*
Sec *Capt. J. W.*
Messing Officer *Capt. J. W.*
Capt. Pearson.
Capt. Ernest
Maj Shepherd
Maj Rushmore
File.

5 Feb 44.

334

			Collections	Expenditures	Balance
12 Dec	43	Meals	30		30
13 "	"	"	60		90
14 "	"	"	60		150
15 "	"	"	180		330
16 "	"	"	240		570
17 "	"	"	320		890
18 "	"	"	340		1230
19 "	"	"	310		1540
20 "	"	"	345		1885
20 "	"	5 Gallons Wine		500	1385
21 "	"	Meals	420		1805
21 "	"	Charge for Clerk		475	1330
22 "	"	Meals	320		1650
23 "	"	"	350		2000
23 "	"	10 Gallons Wine		1000	1000
24 "	"	Meals	300		1300
25 "	"	"	100		1400
25 "	"	Wine for Enlisted Mess		250	1150
25 "	"	Wine & Sandwiches for XM2s Party		860	290
26 "	"	Meals	330		620
27 "	"	"	220		840
28 "	"	"	360		1200
29 "	"	"			

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331.4 - Messes

22 "	Meals	220	1650
23 "	"	250	2000
23 "	10 Gallons Wine		1000
24 "	Meals	300	1300
25 "	"	100	1400
25 "	Wine for Enlisted Mess		1150
25 "	Wine & Sandwiches for XM25 Party	250	190
26 "	Meals		620
27 "	"	320	840
28 "	"	220	1200
29 "	"	260	1400
29 "	"	200	1875
29 "	change Collected from Clerk	475	485
29 "	Wine		1390

I certify that to the best of my knowledge the above account is true and correct, and that the collections and expenditures are shown above, and that this account pertains to the Officers Mess Fund.

[Signature]
Capt. M. J. G. H.

[Signature]
Approved
29 Dec 1943

Receipt is hereby acknowledged for the sum of four dollars and 85 cents.

29 Dec 1943.

[Signature]
M. J. G. H.
