



UNITED STATES MARINE CORPS  
HEADQUARTERS AND SUPPORT BATTALION  
MARINE CORPS BASE  
BOX 555031  
CAMP PENDLETON, CALIFORNIA 92055-5031

IN REPLY REFER TO:

10110  
CO  
6 Mar 14

BATTALION POLICY LETTER 4-14

From: Commanding Officer  
To: Distribution List

Subj: AUTHORIZATION OF COMMUTED RATIONS

Ref: (a) MCO 10110.47 w/Ch 1

1. In accordance with paragraph 4.c.(b) of the reference, those personnel assigned to unusual job duties, unusual job locations, or irregular work hours that normally do not allow them to subsist in the dining facility for more than 30 consecutive days are authorized commuted rations. Irregular hours for the purpose of this authorization are defined as work shifts of at least 8 hours that commence on or after 1600 on a daily basis consisting of a 5-day work week. The following work sections or additional duties will be approved for commuted rations:

WORK SECTION

Installation Personnel Administration Center  
Communications Public Affairs Office  
Combat Camera  
Communications Center  
Range Maintenance

ADDITIONAL DUTIES

Color Detail Members  
Funeral Detail Members  
Chasers  
Volunteer Income Tax Assistance

2. Upon assignment to unusual job duties, unusual job locations, or irregular work hours and at the request of the Marine affected, you are directed to retrieve any issued meal card and report the appropriate unit diary entries referencing this authorization. If it is anticipated that the Marine will eventually return to his/her usual job duties, usual job location, or normal working hours, you are directed to appropriately safeguard the meal card for re-issuance. It is further directed that the following history statement be certified at the time of starting commuted rations when safeguarding the retrieved meal card:

"SNMs meal card recovered on \_\_\_\_\_ (date) and appropriately safeguarded for re-issuance upon return to normal working hours."

3. The start date for commuted rations will be the date of meal card retrieval. The stop date will be the date that a meal card is issued or re-issued to the Marine or upon the Marine's permanent departure from the work section or additional duty.

4. Any request for a change to this authorization must be directed to the Commanding Officer, Headquarters and Support Battalion.

MICHAEL E. CORDERO

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