



STATE OF DELAWARE
DELAWARE ARMY NATIONAL GUARD
 193rd REGIMENT (REGIONAL TRAINING INSTITUTE)
 163 SCANNELL BOULEVARD
 BETHANY BEACH, DELAWARE 19930-9210



NGDE-RTI-AO

18 July 2023

~~MEMORANDUM FOR Assistant Chief of Staff, NGDE ACS, 1 Vavala Way
 New Castle, DE 19720-2417~~ WOLHAR.JAIME.LEE.1045077965

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 WOLHAR.JAIME.LEE.1045077965
 Date: 2023.07.25 11:02:45 -04'00'

SUBJECT: Full-Time National Guard Duty (FTNGD) Tour Request for Food Service Support (92G MOS)

1. Reference AR 135-200, Chapter 6, and DEARNG ATAG Policy Memorandum 25.
2. Request Active Duty Operational Support (FTNGB) tour for one Soldier, minimum grade E-6 and maximum grade of E-7.

- Unit: DEARNG 193rd RTI
- Duty Location: 163 Scannell Blvd, Bethany, Beach 19963-9210
- Immediate Supervisor: MAJ Daniel MacLeish 302-326-7911
- Tour Dates: Start 16 October 2023 End 30 September 2024
- Length of Tour: 350 Days contingent on funds
- Field Conditions: No
- Per Diem: No
- Billeting: No
- BAH: Yes
- Rations: No
- Travel: No
- Dependent Travel Authorization: No
- Rental Car Authorized: No
- COLA: N/A

3. Soldier Qualifications:

a. Experience Required: Minimum two years of Food Service Supervisory experience required

b. Skill/qualifications Required: The individual selected must be able to complete the training online at DAU, and register for the role of COR within SPM module of PIEE; be familiar with all pertinent food service regulations; be able to complete all necessary food service documentation

c. Minimum Military and Civilian Education Required: 92G MOS

d. Security Clearance Required: N/A

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e. Soldier will meet all requirements and complete an ADOS packet IAW ATAG Policy Memorandum No. 25, dated 1 December 2020

f. Passing score on diagnostic ACFT, and meet HT/WT standards IAW AR 600-9

4. This NCO will serve as a Food Service Supervisor at the RTI for all 25U TRADOC courses. Support operations include, but are not limited to:

a. Effective written, verbal and supervisory communication skills

b. Complete Surveillance and Performance Monitoring within the Procurement Integrated Enterprise Environment (PIEE) to be able to be appointed as a Contracting Officer's Representative (COR)

c. Understand and complete daily quality assurance plans for catered meals

d. Comprehend and make recommendations for Statement of Work for meals

e. Correctly complete all necessary/required food service forms

f. Random inspections of contracted meals, contractor required documentation, and contractor procedures

g. Understand Army regulatory guidance on menu and meal options

h. Crosstrain in S1/S3/S4 offices

i. Assist with DEERS ID card section

j. All other duties as assigned

5. POC for this memorandum is MSG Shawn Baum, 302-326-7962.

MACLEISH.DANIEL.
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DANIEL J. MACLEISH
MAJ, MP, USA
Administrative Officer