



Defense Logistics Agency
INSTRUCTION

DLAI 3221.00
Effective Date: **November 2018**

**SUBJECT: VETERINARY MEDICAL OVERSIGHT AND INSPECTIONS OF
SUBSISTENCE SUPPLIES AND SERVICES**

REFERENCES: See Enclosure 1.

1. **PURPOSE.** This Instruction:

a. Replaces the cancelled DLAR 4155.3 Reference (a).

b. Revises DLAI 3221 Reference (b) with authority in DoD Directive 5101.1 Reference (c) to establish policy and assign responsibilities within the Defense Logistics Agency (DLA) for providing inspection service support for subsistence supplies and services; and provide direction on DLA Food Safety, Defense, and Quality Assurance programs and specifications.

2. **APPLICABILITY.** This DLA Instruction applies to DLA Headquarters (HQ); DLA Major Subordinate Commands (MSC); DLA Regional Commands; Defense Depots (DD); Defense Contract Management Agency (DCMA); Army, Navy, Air Force, Marine Corps, and those activities of the Military Services, including Reserve Forces involved in the contracting, inspection, administration, shipment, storage, distribution, and maintenance of subsistence supplies and services; and affiliated organizations.

3. **POLICY.** It is DLA policy that:

a. Military veterinary/medical food inspection personnel will perform receipt, in-storage, and prior-to-shipment inspections, of all subsistence items received, stored or shipped at depots, supply points, posts, camps, stations, and bases.

b. The United States Department of Agriculture (USDA), as the designated Executive Agent for the Federal Food Program, is responsible for the quality assurance and specification management of all federal agency food acquisitions in the United States. Under the program parameters, the USDA will perform all in-plant quality assurance inspections. The United States Department of Commerce (USDC) will be responsible for the inspections of seafood items except for farm-raised seafood inspected by USDA.

c. Military veterinary inspections in contractor facilities will normally be limited to in-plant Contract Quality Assurance (CQA) actions in overseas locations or operational ration assembly facilities.

d. The Designated Federal Agencies (DFA) will perform CQA in facilities processing food components, both animal and non-animal, for operational rations.

e. The Defense Health Agency (DHA) and Surgeons General of the Services are responsible for establishing acceptance criteria, sanitary standards, technical requirements, inspection procedures, and food safety policies to assure wholesomeness and suitability.

f. The DCMA will administer the CQA requirements for non-food ration components and selected non-animal semi-perishable subsistence items.

g. The Food and Drug Administration (FDA) will perform the pre-award and post-award evaluations of leaf tea and coffee beans. The National Coffee Association (NCA) of the USA will grade and certify green coffee beans as needed.

4. RESPONSIBILITIES. Refer to Enclosure 2.

5. RELEASABILITY. **Unlimited**. This instruction is approved for public release and is available on the internet from the DLA issuances website.

6. EFFECTIVE DATE. This instruction is effective November 2018.

Enclosures:

1. References
 2. Responsibilities
- Glossary

ENCLOSURE 1

REFERENCES

- (a) DLA Regulation 4155.3, "Inspection of Subsistence Supplies and Services," November 3, 1986 (cancelled)
- (b) DLA Instruction 3221 "Veterinary Affairs," July 24, 2003 (reissued with a new subject line)
- (c) DoD Directive 5101.10, "DoD Executive Agent (DoD EA) for Subsistence," September 27, 2004
- (d) DoD Directive 6400.04E, "DoD Veterinary and Public Health Services," June 27, 2013.
- (e) AR 40-660/DLAR 4155.26/NAVSUPINST 10110.8C/AFR 161-42/MCO 10110.38C, "DoD Hazardous Food and Nonprescription Drug Recall System," November 14, 2003. (under revision)
- (f) DLAR 4155.24/AR 702-7/SECNAVINST 4855.5A/AFR 74-6, "Product Quality Deficiency Report Program," July 20, 1993. (under revision)
- (g) DLM 4000.25, "Defense Logistics Management Standard," (DLMS), December 14, 2016.
- (h) AR 40-657/NAVSUP 4355.4H/MCO P10110.31H, "Veterinary/Medical Food Safety, Quality Assurance, and Laboratory Service," January 21, 2005. (under revision)
- (i) AFI 48-116, "Food Safety Program," March 17, 2004.

ENCLOSURE 2

RESPONSIBILITIES

1. Headquarters, Defense Logistics Agency

a. The Senior Veterinary Advisor, Technical and Quality Assurance (J-344) will:

(1) Manage, publish, and update DLA Food Safety, Defense, and Quality Assurance policies and processes.

(2) Provide policy guidance and exercise technical and operational oversight for the Quality Assurance of subsistence material and services managed by DLA Troop Support.

(3) Be the point of contact for DLA-procured/managed subsistence inspection policies with the Services, other government agencies, and industry partners.

(4) Ensure inspection policy, program, and procedure compliance for all DLA-managed subsistence items.

b. The Chief, Technical and Quality Assurance Division, (HQ-DLA/J344) will:

(1) Provide policy guidance and exercise process oversight for the Quality Assurance of subsistence material and services managed by DLA Troop Support and for DFA CQA actions on DLA Troop Support-issued subsistence contracts.

(2) Be the point of contact for DLA-procured/managed subsistence inspection processes with the Services, other government agencies, and industry partners.

c. The Chief, Inventory Management Division (HQ-DLA/J345) will:

(1) Administer policies, programs, and procedures related to the visibility and accountability of the DLA-managed subsistence items received, stored, maintained, transiting through, or issued at worldwide wholesale, warehousing, and distribution facilities.

(2) Be the point of contact for the DLA-procured/managed subsistence warehousing and distribution policies, procedures, and programs.

2. DLA Major Subordinate Command

a. The Commander, DLA Troop Support will:

(1) Ensure that the quality of DLA-managed subsistence supplies and services meet the customer requirements through efforts including, but not limited to:

(a) Establishment of contractor responsibilities for inspection requirements.

(b) Selection of appropriate contract quality parameters based on item application and complexity.

(c) Development of DLA Subsistence acquisition, storage, and technical data packages and implementation of subsequent cyclical data review and analysis.

(d) Ensure military veterinary/medical food inspection and designated federal agency CQA procedures are compatible with DLA Subsistence requirements.

(2) Coordinate compliances with standards, technical programs and procedures relating to sanitation, quality and wholesomeness of subsistence supplies and services with the DHA and Surgeons General of the Military Services.

(3) Arrange for the necessary preaward survey and sanitary inspection by DCMA, USDA, USDC, and the Public Health Activity food inspection personnel as appropriate.

(4) Arrange for necessary Public Health Activity subsistence inspection support at DLA Defense Depots and DLA contractor sites.

(5) Resource and assign the most effective and economical subsistence inspection method.

(6) Develop technical requirement compliance and product conformance assessments through:

(a) Collaborations with academic, industry, DOD, and non-DOD government organizations.

(b) Quality Systems Management Visits to contractor facilities.

(c) DLA worldwide integrated management of subsistence storage sites and other government activities.

(7) Develop and administer programs to determine contractor testing system suitability and reliability.

(8) Develop and administer in-storage quality control and inspection programs to assure the serviceability of stored subsistence.

(9) Designate the Director, Subsistence Supplier Operations, as the principal point of contact on wholesomeness, quality, and suitability-for-intended-use matters with:

(a) The installation military Veterinary/Medical Services representatives.

(b) The regional FDA offices.

(c) The inspector in charge of the servicing USDA establishments.

(d) The DCMA personnel administering DLA Troop Support contracts.

(e) The Military Major Commands and their components in the areas serviced by DLA Troop Support.

(10) Develop procedures facilitating direct communication between DLA Troop Support and the Commander, USAMEDCOM and overseas MACOMs and their component commands on subsistence inspection matters.

(11) Establish continuing liaison between DLA Troop Support, DoD, federal agencies, and Military Services and their components on matters related to subsistence inspection support, nonconforming subsistence materials, quality complaints and inspection system improvements.

(12) Operate a notification system in accordance with DLAR 4155.26/AR 40-660/NAVSUPINST 10110.8C/AFR 161-42/MCO 10110.38C Reference (e) for hazardous food alerts and recalls received from FDA, USDA, USDC, or other agencies, which may involve the Military Services and DLA subsistence supply chain.

(13) Process, investigate, resolve, and respond to Product Quality Deficiency Reports (PQDR) and Supply Deficiency Reports (SDR) IAW DLAR 4155.24 Reference (f), PQDR Program and DLM 4000.25 Reference (g), Defense Logistics Management Standard (DLMS), respectively.

(14) Render Quality Assurance support for first article inspection and production testing contracts.

(15) Provide Quality Assurance Letters of Instruction (QALI), as appropriate, to the assigned Quality Assurance Activity.

(16) Coordinate known or anticipated additional inspection requirements with the USDA, USDC, or Military Services, as appropriate.

(17) Ensure DFA inspection procedures comply with ISO 10012-1 or ANSI/NCLZ 540-1 requirements, where applicable.

(18) Coordinate, establish, and execute inter-agency agreements (e.g., MOU, MOA, and IAA) for inspection service support, where necessary.

(19) Designate the Chief, Supplier Support Division as the principal point of contact and as the liaison between DLA Troop Support and supporting elements (including the Military Services) for all Operational Rations matters including sanitation and integrated pest management, except for wholesomeness.

b. The Commander, DLA Distribution will:

(1) Arrange for the necessary AVI support of DLA-managed semi perishable subsistence items received, stored, and issued.

(2) Program for the necessary resources in terms of qualified personnel, equipment and facilities to perform the necessary quality and reliability assurance functions.

3. Defense Contracting Management Agency (DCMA). The Commander, DCMA will administer CQA actions on assigned subsistence contracts efficiently and effectively IAW published procedures, contract requirements, and QALIs.

4. The Military Services are jointly responsible for:

a. Establishing technical requirements and acceptance criteria to identify subsistence quality parameters.

b. Providing a competent, technically qualified inspection service with their assigned areas of responsibility.

c. Positioning military veterinary/medical food inspection personnel in a manner to support the DLA procurement, storage, distribution, and issue programs.

d. Providing military veterinary/medical food inspection personnel to determine acceptability of subsistence supplies as to condition, quality, and wholesomeness. Naval/Marine Corps activities, which have no assigned military veterinary personnel, will provide technically qualified personnel for this function.

e. Determining the military veterinary/medical food inspector workload, training and mobilization requirements and facilitating a base for the personnel rotations between the Continental United States (CONUS) and overseas assignments.

f. Notifying DLA Troop Support of suspected hazardous foods identified in Service property accounts IAW Reference (h).

5. The Surgeons General of the Military Departments are jointly responsible for:

a. Establishing acceptance criteria, technical requirements, and inspection procedures needed to assure foods are wholesome and suitable for intended use. Wholesomeness assurance measures include but are not limited to:

(1) Wholesomeness evaluations from a microbiological, chemical, physical, and radiological standpoint.

(2) Inspection of sources and their component items for sanitation when required IAW Reference (h).

(3) Assessment and approval of manufacturing processes and integrated technical procedures are in place to ensure wholesomeness, quality, and suitability for the intended use.

(4) Tests during processing or on the finished products to detect unsanitary practices or unwholesomeness.

b. Providing adequate training programs, facilities, and funds for military veterinary/medical personnel to sustain the knowledge of and to continue to develop relevant subsistence inspection requirements and systems.

c. Appointing representatives for the respective Medical Departments to assure dissemination of acceptance/rejection information for wholesomeness suspect items.

d. Appointing individuals, when requested, to represent the respective Medical Departments for developing sanitary standards and wholesomeness criteria for subsistence items.

e. Developing an enduring system to share and inform Federal and State regulatory agencies of the reported inspection rejection of locally procured subsistence.

f. Appointing individuals, as considered appropriate, to service DCMA in an attending or liaison capacity.

6. U.S. Army Medical Command (USAMEDCOM). CG, USAMEDCOM or future designated authority will provide policy guidance and exercise staff supervision for CQA actions performed by AVI elements on DLA Troop Support subsistence contracts for Operational Rations assembly within CONUS, or outside CONUS, when designated in the contract.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

AFR	Air Force Regulation
AR	Army Regulation
AVI	Army Veterinary Inspector
ANSI	American National Standards Institute
CAS	Contract Administration Services
CFR	Code of Federal Regulations
CONUS	Continental United States
CQA	Contract Quality Assurance
DCSLOG	Deputy Chief of Staff for Logistics, US Army
DCMA	Defense Contract Management Agency
DD	Defense Depot
DDC	Defense Distribution Center
DFA	Designated Federal Agency
DHA	Defense Health Agency
DLA	Defense Logistics Agency
DLAM	Defense Logistics Agency Manual
DLAR	Defense Logistics Agency Regulation
FDA	Food and Drug Administration
HQ	Headquarters
IAA	Interagency Agreement
ISO	International Organization for Standardization
JCCoE	Joint Culinary Center of Excellence
MACOM	Major Command
MCO	Marine Corps Order
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NAVSUP	Naval Supply Systems Command
NAVSUPINST	Navy Support Instruction
NCA	National Coffee Association of the U.S.A.
NCSL	The National Conference of Standards Laboratories
NSRDEC	U.S. Army Natick Soldier Research, Development and Engineering Center
OCONUS	Outside the Continental United States

PQDR	Product Quality Deficiency Report
QALI	Quality Letter of Instruction
ROD	Report of Discrepancy
SDR	Supply Deficiency Report
SF	Standard Form
USA	U.S. Army
USAF	U.S. Air Force
USAMEDCOM	U.S. Army Medical Command
USAPHA	U.S. Army Public Health Activity
USDA	United States Department of Agriculture
USDC	United States Department of Commerce

PART II. DEFINITIONS

Inspection Assignment. The Purchasing office determines which Federal or DoD agency can provide the most economical and effective inspection support, depending on the commodity involved and the point of inspection.

a. Inspection assignments for subsistence material is normally made to the USDA, USDC, DCMA, or, under special circumstances, the military veterinary/medical personnel. Inspection assignments to the military veterinary/medical personnel are based on the current letter, “Location of Military Veterinary Personnel Available for Inspection and Services,” Office of the Surgeon General, Department of the Army.

b. Inspection assignments to DCMA are based on DoD 4105.59H, DoD Directory of Contract Administration Services Components.

c. USDA inspection/grading support is arranged directly with regional USDA offices.

d. USDC inspection/grading support is arranged directly with the USDC.

Technically Qualified Personnel. Includes military veterinary/medical food inspection personnel, personnel of other Federal agencies, FDA inspectors, DLA Troop Support Quality Assurance Specialist, DCMA Quality Assurance Specialists, and DLA Defense Depot personnel designated as subsistence qualified. In the absence of inspection support from the Army military veterinary inspection personnel at Naval and Marine Corps receiving facilities, inspection will be provided by technically qualified personnel of the receiving Service. Such personnel would include military medical personnel, the receiving officer, or their designated representatives.

Worldwide. Includes any facility in or outside the CONUS, which stores or issues DLA-managed subsistence supplies.