

**DEPARTMENT OF THE ARMY  
UNITED STATES ARMY PUBLIC HEALTH COMMAND  
ARMY INSTITUTE PUBLIC HEALTH VETERINARY SERVICES**

**OPERATIONAL RATIONS INSPECTION PROCEDURES (OPRATS IP06)  
1 March 2013**

**Meals, Ready-to-Eat (MREs) Inspection Database**

1.0 **Purpose:** To provide detailed, step-by-step instructions on entering Meals, Ready-to-Eat (MRE) inspection reports into the VETCOM Lotus Notes MRE Inspection database. This database is available on Lotus Notes or through the internet at: <https://vet1.amedd.army.mil>. Under Food Safety, select Oprats, then select MRE Inspection.

2.0 **Scope:** All guidance applies to inspectors and supervisors that inspect and/or are accountable for the inspection of MREs.

3.0 **References:**

3.1 DLA Troop SupportH 4155.2

3.2 DLA Troop SupportH 4155.2, Appendix A

3.3 MEDCOM Regulation 40-28

3.4 MEDCOM Pamphlet 40-13

3.5 Natick Pamphlet 30-25, 8<sup>th</sup> Edition

4.0 **Entry Procedures:**

**NOTE:** All MRE inspections will be entered into this database, this includes MREs owned/stored by Army, Air Force, Navy, Marine Corps, DLA-Troop Support, JCCoE, FEMA, PREPO Ships, Coast Guard, FAA, and others not mentioned. The only exception to this rule are MRE turn-ins, a locally generated DSCP 5117 will be generated and maintained locally. A turn-in is defined as MREs issued to a unit for training/field exercise and the leftovers returned back to the issuing location once training/field exercise ends.

4.1 **Part I – Inspection Activity Information:**

4.1.1 The PHCD Commander, or designated representative, will ensure that all inspector and supervisory chain information is updated in the database. The database is updated by opening the Lotus Notes MRE Inspection database, selecting “Add Inspector/Supervisor/Installation” link (left hand side toward bottom), and sending a message to the database manager. The following information is required in order to perform the update:

4.1.1.1 Inspector’s name and rank.

4.1.1.2 Inspector’s assigned Section, Branch, District, and Region.

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4.1.1.3 Name and rank of the inspector's supervisory chain, to include Section NCOIC, Branch NCOIC, Branch, Detachment or District Warrant Officer, and Section OIC.

4.1.1.4 If the installation is not already in the database, use this Database to request that it be added.

4.1.2 The inspector entering the report will complete part one by clicking on the "INSPECTOR" block and selecting their name from the drop-down menu. Once the inspector clicks on his/her name, the remaining information in part I will fill in automatically. If the inspector's name is not included in the drop-down menu, the chain of command will be notified so that the inspector's information can be added to the database.

**4.2 Part II – Inspected Unit Information:**

4.2.1 The installation information will be entered by clicking on the "Installation" block and selecting an installation from the drop-down menu. The remaining information will be typed in to include full unit information and the exact location, to include a building number, where the inspected rations are physically located. Uncommon abbreviations will not be used when entering this information.

**4.3 Part III – Ration Assembler Information:**

4.3.1 Inspector will select the full assembler contract number from the pull down menu. The assembler information will then fill in automatically. If the contract number is not included in the drop-down menu, the database manager will be notified through the chain of command so that the number can be added.

**4.4 Part IV – Inspection Information:**

4.4.1 Inspector will select the class of inspection. "Receipt" will be selected if the rations are being inspected upon delivery to the installation, "Surveillance" will be selected if the rations are inspected during storage and not in conjunction with a delivery.

4.4.2 Normally, rations received will receive a full destination inspection. If the depot that the rations were received from performed a cursory inspection, then a full receipt inspection shall be performed at destination. Inspector will select the type of inspection. "Cursory (Trans Damage)" will be selected if the rations are being received directly from the assembler; the rations were inspected at origin (through database confirmation) or were given a full inspection at the installation that shipped the rations (depot) within thirty days of receipt. "Routine w/Special" will be selected if a special inspection was performed in conjunction with a routine inspection. "Directed Special" will be selected when a special inspection is directed by the chain of command or an outside agency. "Routine" will be selected if the inspection results did not reach/exceed established action numbers, or if the chain of command authorized the inspection to waive the requirement for a Special Inspection. The OIC who authorized such a waiver would be identified. The reason would need to be entered in the remarks section. In the event that action numbers are met or exceeded, acceptable reasons for not performing a Special Inspection would be:

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4.4.2.1 The inspection lot is severely heat stressed. If the TTI value is 4 or 5 and the Normal Inspection shows that multiple components are heat stressed in numbers in excess of the action numbers.

4.4.2.2 There is infestation throughout the lot.

4.4.3 Inspector will select the type of inspection lot. Selecting “Contractor’s Lot” will only allow the “lot Information” table to launch one block for entry of only one lot number. Selecting “Grand Lot” will allow for the entry of multiple lot numbers. This command includes an override option and can be adjusted at the Chain of Command’s discretion, i.e. for grand lots stored under the same condition for extended periods of time.

4.4.4 Inspector will enter the exact location where rations were received from. Entry will be made in a manner that specifically details whether the rations originated from a depot, the assembler, or from a storage warehouse.

**4.5 Part V – Inspection Results:**

4.5.1 Inspector will select the condition code that is appropriate for the inspection results. Specific information with respect to condition codes can be found in reference 3.b. listed above. The “?” area on the condition code block reveals the specific types of condition codes when clicked. To determine if a condition code change is warranted by the inspection results DLA Troop SupportH 4155.2, Appendix A provides the following table:

**TABLE N 1/ 2/ 3/ 4/ 5/  
 CONDITION CODE CRITERIA  
 DEFECTS FROM SPECIAL INSPECTION RESULTS  
 (COMPONENTS THAT EQUALS OR EXCEEDS  
 AN ACTION NUMBER)**

CONDITION CODE A	CATEGORY		
	MAJOR A	MAJOR B	MINOR
Primary	0	0	1
Secondary	0	1	2
Ancillary	0	1	2
<b>CONDITION CODE B</b>			
Primary	0	1	2
Secondary	0	2	3
Ancillary	0	2	3
<b>CONDITION CODE H, J, or L</b>			
Primary	1	2	NA
Secondary	1	3	NA
Ancillary	1	3	NA

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4.5.2 For lots that fail inspection and do not meet a serviceable condition code, a condition code of J or H is assessed. If it is necessary to send samples to the lab for food safety or production-related defects, or to investigate the lot further, then assess a condition code of J. If condition J is assessed, this will need to be revised once the lab evaluation or investigation is complete. Changing the condition code after the report is approved can be done within the database by the report approver. If the defects have a readily explainable cause, such as heat stress, physical damage, or infestation, then Condition Code H (condemnation) is appropriate. Condition Code L means that warranty action is pending. Warranty inspections will be directed by the contracting officer and/or the chain-of-command. Inspectors who are asked to perform a warranty inspection will be supplied with specific sampling and inspection instructions.

4.5.3 Inspector will enter the date that the next inspection is due. The system is defaulted to reflect the next inspection due to be within six months of this inspection entry date. Do not allow manufacturer ITD on cases to determine next inspection, follow criteria below or Appendix A for the next inspection due date:

4.5.3.1 Condition Code A – Reinspect in 6 months if this lot is still in stock, If average storage temperatures are between 80-100F, inspect within 3 months. If average storage temperatures are in excess of 100F, inspect within 1 month.

4.5.3.2 Condition Code B – Reinspect within 3 months if this lot is still in stock. If average storage temperatures are in excess of 100F, inspect within 1 month.

4.5.4 Inspector will enter whether or not a special inspection was required. When a special inspection is required, generating a new inspection report is not necessary; the inspector may continue to utilize the current inspection report. On the current inspection reports under “Part V-Inspection Results” select “Y” for special inspection required. Relevant information from the current report will transfer to the new report and the inspector will not need to re-enter information. Grand-lots are not allowed for special inspections, except in limited circumstances per reference d (2). When a grand lot is authorized in conjunction with the performance of a special inspection, the inspector will select “Y” in the “Override Special Inspection” block and then enter the authorizing OIC’s name and reason for allowing the override.

4.5.5 Inspector will select the appropriate storage condition, storage temperature, and TTI status in the remainder of Part V. There is a section that allows entry of additional inspection comments or narrative recommendations, and a section that allows for the attachment of images. Inspectors are encouraged to attach pictures of unique or critical defects that are found.

**4.6 Part VI - Lot Information:**

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4.6.2 DOP (MMYY) – Inspector will enter the date of pack expressed as “MMYY”, i.e. APR12 for an April 2012 date of pack.

4.6.3 QTY (Modules) – Inspector will enter the lot quantity expressed as indicated in the block. That is, the total quantity per each lot consists of the sum of all A cases plus B cases, then divided by two. The cumulative lot size will be entered into the “Sampling Results” table in the next block based upon the quantities entered in this section. Sample size and action numbers will also be computed automatically by the database.

4.6.4 Comments – The inspector will enter relevant comments with respect to lot information as required. For example, if the quantity of A and B cases are mismatched, a comment will be made and then lot size will be computed and entered manually into the “sampling Results” table.

**4.7 Part VII- Sampling Results:**

4.7.1 Relevant information for “Tables of Examination”; “Sample Size”; “Defect Class”; and “Action Numbers” is automatically entered by the database through computation. The inspector is required to enter the total defects found by classification (Major A, Major B, Minor) into the “Total Defects” column. A zero will be entered if no defects are found. The inspector will enter the quantity of defects found classified by component. For example, if a total of nine defects were found during the DOPI portion of the inspection, the inspector will enter the exact quantity of component classifications that were affected. The total classification quantity entered must match the total defect entry. So if nine defects were found, the inspector will enter how many of the nine defects affected primary, secondary, or an ancillary component. If the quantity is zero, the inspector will enter zeroes into this section.

**4.8 Part VIII- Nonconformance Summary:**

4.8.1 The inspector will click on the “Edit Table” button to enter the specific defects that were found. Each nonconformance summary consists of the following:

4.8.1.1 COMPONENT ABBR – Select the appropriate component abbreviation from the drop-down menu. When an appropriate abbreviation is not found, the inspector will select “other” and then manually enter the remaining component information. The inspector will send a message to the database manager through the chain of command requesting that the specific component abbreviation be added to the database drop-down menu.

4.8.1.2 COMPONENT – Information will fill in automatically when the abbreviation is selected from the drop-down as indicated in h.(1)(a) above.

4.8.1.3 COMP. CLASS – Automatically fills in, or if manually entering info enter “P” for primary; “S” for secondary; or “A” for an ancillary component.

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4.8.1.4 NO. OF DEFECTS – Enter the amount of defects found for the component – there are several conditions involved when entering defect quantities. Defects can only be counted together if they are: the same defect; the same component; the same component lot number; and the same assembler lot number. For example, if five samples of coffee from the same assemblers lot and with the same component lot number (lot number found on the package of coffee – not lot number on the MRE case) and all exhibited extreme webbing, then the inspector would enter the number “5” in this block.

4.8.1.5 DEFECT NUM-DESC. – Select the appropriate defect number and description from the pull down menu.

4.8.1.6 DEFECT NO. – Information will fill in automatically when the defect number/description is selected from the drop-down as indicated in h.(1)(e) above.

4.8.1.7 DEFECT DESCRIPTION – Enter the appropriate defect description from the drop-down menu. If entering “H05 – OTHER” the inspector must manually enter detailed defect information in the defect other description block h.(1)(i) below.

4.8.1.8 DEFECT CODE – Information will fill in automatically when the defect description is selected from the drop-down as indicated in h.(1)(g) above.

4.8.1.9 DEFECT OTHER DESCRIPTION – Enter brief, concise defect description that does not exist in the pull down menu as indicated in h.(1)(g) above. The defect description should be concise enough so that the reader can picture the defect, its extent, and the effect on consumption likelihood.

4.8.1.10 DEFECT DESCRIPTION DETAIL - Information will fill in automatically when the defect description is selected from the drop-down as indicated in h.(1)(g) above.

4.8.1.11 COMPONENT PROC – Enter the component processor from the pull down menu. Component processor is the company that produced/package the individual item, not the same as the processor that assembled the entire contents of the MRE.

4.8.1.12 COMPONENT PROC. ABBR. – Automatically fills in once the component processor is selected from the drop-down on the block above.

4.8.1.13 COMPONENT LOT NO. – Enter the lot code that appears on the individual affected component. The entry must consist of no more than ten characters. For example, this is the code that is found on an individual primary, secondary, or ancillary component package, not on the MRE case itself.

4.8.1.14 ASSEMBLER LOT NO. - Enter the four digit lot number found on the MRE case. This is the assembler lot number, and consists of no more than four digits.

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**NOTE:** Once completed with this nonconformance report either select “ADD DEFECTS” icon to create another nonconformance or select “OK” icon to return to main view of MRE inspection report.

4.8.1.15 COMMENTS – Enter comments that are relevant to the defects found during the inspection and or related topics, i.e. if MREs are stored in an excessively hot environment, are for use in conjunction with an emergency program, or comments on whether defects seem isolated to a specific lot number, etc.

4.8.1.16 DEFECT DESCRIPTION – Automatically fills in once all nonconformances are entered.

**5.0 Recommendations for Rework or Component Supplementation:**

Historically, there have been examples of MRE lots which have been reworked or supplemented to preclude loss to the government. Normally this is facilitated and/or contracted by DLA-Troop Support. Many times inspectors have included these recommendations for service-owned rations, but the replacement components were never provided to the Soldiers who consumed the MREs. The inspector should not make these recommendations unless they have assurance from the accountable officer that the replacement components will be made available. In addition, by making this recommendation the inspector takes on the additional responsibility of following up on the replacements and informing the unit that will be consuming the rations, that replacement are recommended and which accountable officer made the commitment to provide supplements and/or replacement components. Otherwise, components should be assessed as Serviceable (Condition Code A or B, as is, without replacements or supplements) or Unserviceable (Condition Code H) or on Medical Hold (Condition Code J).

**6.0 Submission Procedures:**

6.1 Inspector will press the “Submit” icon at the top of the screen once the report is ready for review submission. If the inspector needs to stop the entry process prior to the report completion, the report can be saved as a draft. Once the “submit” icon is pressed, notification of report completion will then be sent automatically to the inspector’s listed supervisors. Reports should not remain in “Draft” more than 48-hours unless Condition Code J was selected and lab results are pending. MRE inspection reports should be submitted with 72-hours of creation for approval.

6.2 Once the supervisor receives and e-mail notification of a report being ready for review, the supervisor reviews the report and then either accepts or rejects it. When a report is rejected, the supervisor will place applicable comments, to include reason for rejection, in the “Supervisor Comments to Inspector” block. MRE inspection reports should be reviewed and either approved or rejected within 72 hours of submission for approval.