



DEPARTMENT OF THE NAVY

COMMANDANT OF MIDSHIPMEN
U.S. NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS, MARYLAND 21402-5100

COMDTMIDNINST 7220.2D

SUP

11 Aug 10

COMMANDANT OF MIDSHIPMAN INSTRUCTION 7220.2D

Subj: DISTRIBUTION OF MIDSHIPMEN RATION ALLOWANCES

Ref: (a) DOD Financial Management Regulation, Volume 7A,
Chapter 38
(b) DOD Financial Management Regulation, Volume 12,
Chapter 20
(c) NAVSUP P-486, Chapter 2
(d) USNAINST 1746.1A

1. Purpose. To delineate procedures governing the distribution of the Midshipmen Ration Allowance.

2. Cancellation. COMDTMIDNINST 7220.2C

3. Information. Per reference (a), a Midshipman is entitled to a ration in kind or a commuted ration at all times, on a daily basis.

4. Policy. The Midshipmen Food Service Division will be paid the Midshipmen ration allowance based on the authority provided in reference (b) according to the official daily USNA muster report for Midshipmen.

5. Procedures. The following procedures will govern the payment of the Midshipmen Ration Allowance.

a. The Midshipmen Food Service Division will be reimbursed for authorized rations in the following manner:

(1) The Midshipmen Personnel Officer will provide the Midshipmen Disbursing Office with a Military Pay Order twice monthly summarizing the daily and period-to-date mustered end-strength for the periods first through the fifteenth and sixteenth through the last day of a given calendar month. This form will state the authorized total number of Midshipmen rations. Records retained in the Midshipmen Personnel Office will support the total number reported in the Military Pay Order.

(2) The Midshipmen Disbursing Officer will prepare a United States Treasury Check in the amount of the money value of these rations charging the Military Personnel Navy Appropriation 17X1453.2231. The check will be made payable to the Midshipmen Food Service Division within three working days upon receiving the Military Pay Order using a Public Voucher for Purchases and Services other than Personal (SF 1034).

b. When Midshipmen are on authorized leave, their rations will be commuted to them as leave rations, as prescribed in reference (a). This will be taken up as a credit entry in their pay accounts, commencing on the first day of leave on which they are provided no meals by the Midshipmen Food Service Division and continuing through the day prior to return to duty.

(1) Upon termination of an authorized Brigade leave period, the Midshipmen Personnel Officer will activate the program COMRATS to allow the Midshipmen to enter the authorized number of leave days taken.

(2) Company Officers will receive and review their company printout for accuracy and return it to the Midshipmen Personnel Officer.

(3) The Midshipmen Personnel Officer will then provide a Defense Military Pay Office (DMO) cycle request to the Midshipmen Disbursing Officer authorizing the credit to individual pay accounts.

c. When Midshipmen on travel orders subsist at a Navy General Mess for any meals during a given day, their rations will be claimed by that general mess in accordance with reference (c). A copy of Midshipmen travel orders must be surrendered to the activity in order to substantiate that activity's claim to Midshipmen rations.

d. When midshipmen travel on movement orders, meals are often provided or funded by the Midshipmen Welfare Fund (MWF) or the Naval Academy Athletic Association (NAAA). In these cases the Midshipmen ration allowance will be paid to the Midshipmen Food Service Division and reimbursement will be made up to the daily ration allowance to NAAA or MWF as prescribed in reference (d).

e. All offices that issue travel orders that require Midshipmen to be absent from the United States Naval Academy will ensure that travel orders state the alpha number of each Midshipman.

6. Review Responsibility. The Midshipmen Supply Officer is responsible for annual review of this instruction.



R. E. CLARK II

Distribution:
Non-Mids (Electronically)