

UNIT 4. CULINARY PLAN

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UNIT 4. CULINARY PLAN

Introduction

Unit Overview This unit introduces the process and documentation for creating your Culinary Plan.

Unit Lessons This unit has three lessons:

- Lesson 1. CGDF Menu
- Lesson 2. Open Galley
- Lesson 3. Load Guide

**Unit
Technology
Requirements**

This facilitated online training unit requires the student to have the following technology:

- milSuite account
 - Access to DCS (Defense Collaboration Services)
 - Personal Computer or USCG Workstation with:
 - Chrome Internet Browser
 - Adobe Flash
 - Email for correspondence
 - CAC card with CAC Reader connected to computer
 - Telephone with mute function (either personal cell phone or USCG Office phone)
 - Recommended: Headset with microphone and mute function
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Lesson 1. Create a CGDF Menu

Introduction

Lesson Overview

This lesson describes the process of creating a two-week cycle menu.

Objective(s)

After this lesson, students should be able to:

- Given an inventory of subsistence items on hand, a menu template, access to recipes, Job Aid, “Create a CGDF Menu”, and appropriate reference materials, **CREATE** a two-week CGDF menu with 100% accuracy


References

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- Coast Guard Food Service Manual COMDTINST M4061.5A (series); MAR 2009
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Lesson Structure

Lesson Structure and Required Materials

This table explains this lesson's structure. If you lack materials or experience technical difficulties, contact Lesson instructor Adam Shelton at Adam.C.Shelton@uscg.mil

Lesson Title	Lesson 1. Create a CGDF Menu.
Lesson Schedule	<u>Mode: Online Self-Directed</u> <ul style="list-style-type: none"> Expect this lesson to take approximately 2 hours
Paper Materials 	Paper Job Aid Booklet: <ul style="list-style-type: none"> JA, "How to Create a CGDF Menu"
1. Develop Knowledge	This lesson begins with a three-part online PowerPoint presentation and is followed by a Practice and Assessment. See "Knowledge Development" Section in this User Guide for instructions.
2. Complete Practice	This lesson offers practice building a 2-week cycle menu. It is a chance for instructor input before you attempt the PTC. See "Practice" Section in this User Guide for instructions.
3. Complete Assessment	This lesson offers an assessment to confirm student proficiency in completing a 2-Week cycle menu. See "Assessment" Section in this User Guide for instructions.
End of Lesson Description	

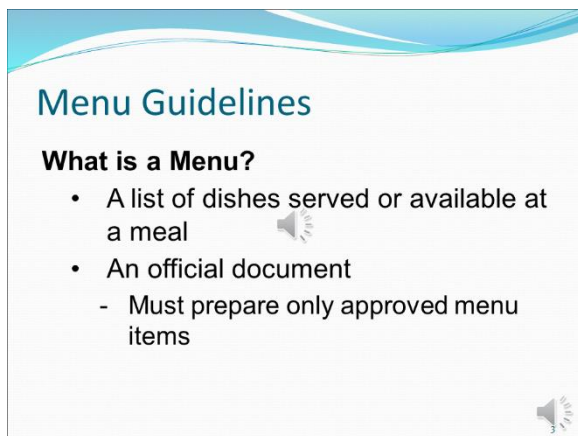
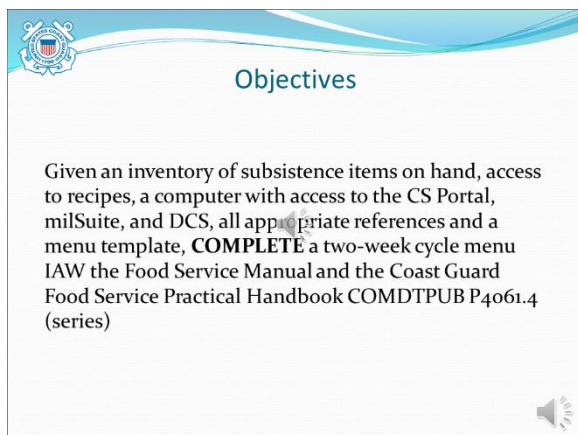
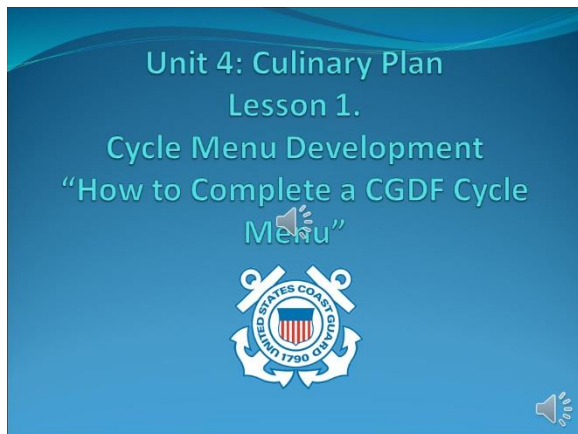
Knowledge Development: How to Build a CGDF Menu

**Instructions:
Online
Presentation**

1. Access paper Job Aid, “How to Create a CGDF Menu” in your Job Aid Booklet
 2. Go to milSuite for Knowledge Development materials (link below):

<https://www.milsuite.mil/book/groups/fso-pva-course>
 3. Click on “Knowledge Development” link under Unit 4, Lesson 1
 4. On this screen are the materials you need to complete the Knowledge Development part of this lesson.
 - Presentation Part 1 – Cycle Menu
 - Presentation Part 2 – Cycle Menu
 - Presentation Part 3 – Cycle Menu
 5. Optional: After viewing presentations, refer to the slides in next section as a refresher.
 6. Email instructor with any questions, if needed.
-

Create a CGDF Menu Slides




Create a CGDF Menu Slides, Continued

Menu Guidelines cont.

Food Choice Considerations



- Item usage / restrictions
- Crew likes/dislikes
- Nutrition



Menu Guidelines cont.

Practical Considerations

- Crew list & unit schedule
- Inventory on hand
- Subsistence item availability
- Staffing/Equipment
- Storage
- Food Budget



Food Budget

BDFA (Basic Daily Food Allowance)

- Avoids over budget menus
- BDFA updated via CGMS Message from CG-1111
- Afloat vs. Ashore
 - Afloat is less



Create a CGDF Menu Slides, Continued

Determining Food Budget

- Rations
- BDFA
- Days of the Month



$$\text{Rations} \times \text{BDFA} \times \text{Days in the month} = \text{MONTHLY BUDGET}$$



Determining Food Budget cont.


Budget Breakdown

1. Monthly Budget
✓ $12.27 \times 31 \times 15 = \5705.55
2. Weekly Budget (Best Practice)
✓ $\$5705.55 / 4 = \1426.39
3. Daily Budget
✓ $\$5705.55 / 31 = \184.05



Choosing Foods to Serve

- Take into consideration:
 - Coast Guard Menu Policies
 - Crew food allergies
 - Crew Likes / Dislikes



Create a CGDF Menu Slides, Continued

Menu Advisory Board Meeting

Collect Unit Specific requirements for menus.

You learn what your crew:

Common Food Allergies

- Milk
- Eggs
- Fish
- Crustacean shellfish
- Tree nuts
- Wheat
- Peanuts
- Soybeans



Coast Guard Menu Policies


- CG Protein policy
- CG Food groups policy
 - Healthy eating considerations
- Artistic considerations

Create a CGDF Menu Slides, Continued

Coast Guard Protein Policy

Entrée Type	Limitations	Cell Color
Beef (lamb and game)	Maximum of 4 times per week Try to serve steak at least three times per month	red
Pork	Maximum of 2 times per week	pink
Poultry	At least 4 times per week	yellow
Seafood	At least 2 times per week (ensure one is a fish fillet)	green

Serve deep fried foods a maximum of 3 times per week.



Lunch and Dinner Food Groups


- Soup
- Main entrée
- Carbohydrate (potato, pasta, or rice)
- Vegetable
- Salad (tossed or mixed)
- Bread
- Dessert
- Beverage

Soup and dessert are not always required



Mission Type and Calories

- Strenuous mission = more calories
 - Tending buoys in Tennessee burns more calories than sitting at a desk in Petaluma



Create a CGDF Menu Slides, Continued

Selecting Healthy Foods

- Rely on:
 - Fruits and Vegetables
 - Lean meats
 - Whole grains when possible
 - Low-fat or fat-free milk products
- Limit added sugar and sodium
- Offer no artificial trans fats



Breakfast Food Requirements

- Eggs
 - Eggs to order every breakfast
 - Include omelets (either as an egg-to-order or as an entrée at least twice per week)
 - Meat (can be pork more than 2 times per week)
 - Starch (usu. Potatoes – e.g., hash browns or home fries)\
- Plus:
- Assorted Hot and/or Dry Cereal
 - Assorted breads
 - Fresh Fruit
 - Coffee, Tea, Juice, Milk



Menu Artistry Considerations

- Three different colors on plate
- Three different food textures
- Best quality food available
- Mix savory and sweet
- Avoid repeating entrée items
- Be creative!
- Be both informative and descriptive with the names of your dishes.




Create a CGDF Menu Slides, Continued

Documenting your Cycle Menu

Required:

- Unit Name
- Dates
- Meals
- Signatures



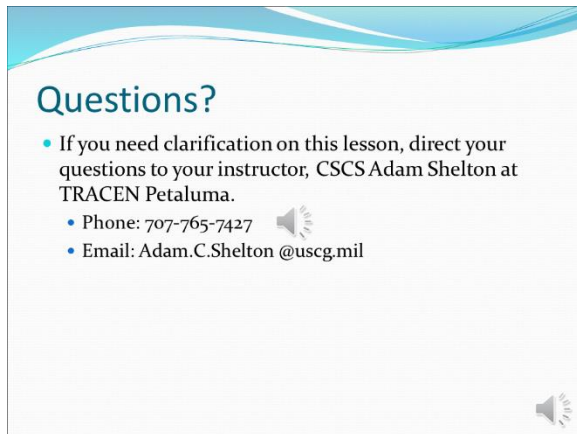
Finalizing A Menu

- **FSO Signs Menu**
- **FSO routes to CO/OIC for approval**
- **CO/OIC Signs Menu**
 - If not approved: revise, sign, resubmit
 - Resubmit if approved items are replaced
- **File**
 - Monthly folder: right side
- **Post**
 - CGDF Entrance; other appropriate places


Summary and Review


- Good Food Choices
- Coast Guard Policies
- Practical Considerations
- Finalizing your cycle menu

Create a CGDF Menu, Continued



Questions?

- If you need clarification on this lesson, direct your questions to your instructor, CSCS Adam Shelton at TRACEN Petaluma.
 - Phone: 707-765-7427 
 - Email: Adam.C.Shelton @uscg.mil



Practice: Create a CGDF Menu

Instructions: Practice

Access Practice Materials Online

1. Access paper Job Aid, “How to Create a CGDF Menu” in your Job Aid Booklet.
2. Go to milSuite for practice materials (link below):
<https://www.milsuite.mil/book/groups/fso-pva-course>
3. Click “Practice” link under Unit 4, Lesson 1
4. Listed on this screen are the materials you need to complete your practice activity, including:
 - PRACTICE –Menu Template

5. Complete Practice

Practice Scenario

You are the FSO on the CGC HAWKSBILL. You will be underway May 4-17, 2020.

Prepare a cycle menu for 2 weeks IAW Job Aid “How to Create a CGDF Menu”, the Food Service Manual, and Food Service Handbook.

6. Completed Assessment Forms

Create EMAIL to instructor CSCS Shelton
(Adam.C.Shelton@uscg.mil):

- Subject: U4L1 PRACTICE (Your Last Name)
- Attachment: Your practice doc(s)
- Body of Email: Include this description
 - Unit/Lesson # and Practice (U4L1 Cycle Menu)
 - Your full name, time zone, your email to receive instructor feedback, and your cell phone.

Continued next page

Practice: Create a CGDF Menu

Instructions:
Practice,
CONT.

Receive Instructor Feedback on Practice

13. Your instructor will contact you with feedback using the email and phone number you included in your email.

14. Instructor feedback on your practice:

IF	THEN
Your practice was correct	Proceed to Assessment
Your Practice had errors.	<ol style="list-style-type: none">1. Take notes capturing instructor feedback.2. If needed, ask the instructor questions to clarify your errors.3. Discuss with instructor if you are ready for assessment or if you want to complete another practice activity before trying the assessment.4. Pursue action determined with instructor in Step 3.

End of Practice

PTC Assessment: Create a CGDF Menu

Instructions: Assessment

Before you begin:

1. This assessment evaluates your proficiency in this Terminal Performance Objective:
 - Given an inventory of subsistence items on hand, a menu template, access to recipes, Job Aid, “Create a CGDF Menu”, and appropriate reference materials, **CREATE** a two-week CGDF menu with 100% accuracy
2. Questions are not permitted during an assessment.
3. You are allowed three attempts to pass this assessment.
4. Performance Criterion for Successful Assessment Outcome:
 - Two-week cycle menu using cycle menu template provided including:
 - Protein plan
 - Rule of three
 - Color and texture
 - Food Groups
 - Two-week cycle menu with required signatures:
 - FSO signature
 - CO/OIC signature*

*Instructor will act as CO/OIC
5. Refer to your Performance Test Checklist (PTC) Booklet for the PTC, “Create a CGDF Menu to review this assessment. If you did not download the PTC Booklet at the start of this course, the PTC Booklet can be found on this course’s milSuite site.

Continued next page

PTC Assessment: Create a CGDF Menu, Continued

Instructions: Assessment, CONT.

Access Assessment Materials Online

Access the paper Job Aid, 'How to Create A CGDF Menu' in your Job Aid Booklet.

Go to milSuite for practice materials (link below):

<https://www.milsuite.mil/book/groups/fso-pva-course>

Click "Assessment" under Unit 4, Lesson 1

Listed on this screen are the materials you will need to complete your Assessment activity.

- ASSESSMENT – Menu Template

Complete Assessment

6. Using your Job Aid, "How to Create a CGDF Menu for guidance and the parameters below, complete the PR for one month.

PTC Assessment Scenario

You are the FSO on the CGC HAWKSBILL. You will be underway May 11-24, 2020.

Prepare a cycle menu for 2 weeks IAW Job Aid "How to Create a CGDF Menu", the Food Service Manual, and Food Service Handbook.

7. Completed Assessment Forms

Create EMAIL to instructor CSCS Shelton

(Adam.C.Shelton@uscg.mil):

- Subject: U4L1 ASSESSMENT (Your Last Name)
- Attachment: Your assessment doc(s)
- Body of Email: Include this description
 - Unit/Lesson # and Assessment (U4L1 Cycle Menu)
 - Your full name, time zone, your email to receive instructor feedback, and your cell phone.

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Assessment: Create a CGDF Menu, Continued

**Instructions:
Assessment,
CONT.**Receive Instructor Feedback on Assessment

8. Your instructor will contact you with feedback using the email and phone number you included in your email.
9. Instructor feedback on your practice:

IF	THEN
Your assessment was correct	Congratulations! You have demonstrated proficiency in an important FSO skill.
Your assessment had errors.	<ol style="list-style-type: none">1. Take notes capturing instructor feedback.2. If needed, ask the instructor questions to clarify your errors.3. Discuss with instructor if you are ready to attempt a second assessment or if you want to go back and do another practice before attempting assessment again.4. Pursue action determined with instructor to successfully pass your assessment.

End of Assessment