



U.S. Department of Justice
Federal Bureau of Prisons

Washington, D.C. 20534

MEMORANDUM FOR CHIEF EXECUTIVE OFFICERS

NICOLE
ENGLISH
FROM: N. C. English, Assistant Director
Health Services Division
SUBJECT: National Waiver to Food Service
Policy 4700.06

This is a national policy waiver request to Food Service policies due to the COVID-19 Pandemic:

4700.06 Food Service Manual states:

Chapter 2, Section 2: Menu Changes. All changes to the planned menu are documented by creating an as-served menu. A dated as-served menu is printed, reviewed, and signed by the FSA. The FSA notes changes from the planned menu and certifies (on the bottom of the signed menu) that the changes made adhere to the basic daily servings on the National Menu. The as-served menu is kept per the Records and Information Disposition Schedules.

Response to request for policy waiver

Due to the COVID-19 pandemic and burden of the required medical response, this national policy waiver is granted to allow:

- Menu changes for the period beginning March 12, 2020 to June 30, 2020, can be documented using authorized software other than the approved food expenditure cost accounting system (FNS). This authorized software can include Microsoft Word, Excel, etc. Menu changes can also be notated manually and legibly on printed as-served menus from the FNS software.

This waiver is effective until October 1, 2020.

cc: Ken Hyle, Assistant Director/General Counsel, OGC
Louis Milusnic, Assistant Director, PRD
RADM Chris A. Bina, SDAD, HSD
Scott Abrahams, NFSA, HSD
Steven Valvassori, ANFSA, HSD
Regional Food Service Administrators
Institutional Food Service Administrators



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Digitally signed by NICOLE
ENGLISH
Date: 2020.05.15 10:50:28
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This is a national policy waiver request to Food Service policies due to the COVID-19 Pandemic:

4700.06 Food Service Manual states:

Chapter 2, Section 5: Menu Review. The National Menu is reviewed at least annually to assess responsiveness to inmate eating preferences, operational impact, product pricing, and nutritional content. During the month of April each year, the NFSA will initiate a survey of inmates to determine eating preferences.

Response to request for policy waiver

Due to the COVID-19 pandemic and burden of the required medical response, this national policy waiver is granted to allow:

- The fiscal year 2020 National Menu will roll over and be utilized as the 2021 National Menu. The annual menu survey will not be conducted during fiscal year 2020. Menu edits may still be made and all nutritional analysis requirements would remain in effect.

This waiver is effective for fiscal year 2020.

cc: Ken Hyle, Assistant Director/General Counsel, OGC
Louis Milusnic, Assistant Director, PRD

RADM Chris A. Bina, SDAD, HSD
Scott Abrahims, NFSA, HSD
Steven Valvassori, ANFSA, HSD
Mitchel Holliday, Chief Dietitian, HSD
Regional Food Service Administrators
Institutional Food Service Administrators