



DEPARTMENT OF THE AIR FORCE
45TH SPACE WING (AFSPC)

JAN 06 2009

MEMORANDUM FOR DISTRIBUTION A, B, C, and D

FROM: 45 SW/CC
1201 Edward H. White II St. MS 7100
Patrick AFB FL 32925-3299

SUBJECT: Policy on Use of Enlisted Dining Facility

1. The basic policy for use of the Riverside Dining Facility (RDF) is prescribed in AFI 34-239, Food Service Management Program. Attachment 9 to this AFI specifies categories of customers who may receive meals in the enlisted dining facility, if approved by the installation commander. The attachment to this letter provides a synopsis of 45 SW policy on who may use the RDF.
2. Other officers and civilians may be approved to use the RDF on a case-by-case basis, when it is in the best interest of the Air Force, and no other adequate food service facilities are available. Submit these requests to 45 FSS/CC on 45 SW Form 400 at least 14 days in advance for approval by 45 SW/CC. Include in each request a justification explaining the number of people, benefits to the Air Force, and why other base food facilities cannot be used to meet this feeding requirement.
3. This supersedes the previous 45th Space Wing policy letter on this subject, dated 09 February 2007. My POC is Mr. Peter King, 45 FSS/FSVF, 494-6382.

EDWARD L. BOLTON, JR.
Brigadier General, USAF
Commander

Attachment:
Synopsis of RDF Patron Authorization

SYNOPSIS OF RIVERSIDE DINING FACILITY PATRON AUTHORIZATION

<u>CATEGORY</u>	<u>45 SW/CC POLICY</u>
45 SW/CC and CV	Authorized
Group Commanders and Deputies and Mission Partner Equivalents	Authorized
Squadron Commanders or Division Chiefs and Mission Partner Equivalents	Authorized
Deputy Squadron Commanders or Division Chiefs and Mission Partner Equivalents	Authorized in the absence of the Squadron Commander or Division Chief
Chaplains assigned to 45 SW and Mission Partner Equivalents	Authorized
Protocol Staff	Only during official wing functions
Military members and DoD civilians on official TDY to Patrick AFB receiving partial rate per diem	Authorized all meals when member presents TDY orders authorizing use of dining facility
Spouse/Dependents of Active Duty	E-1 through E-4 authorized when accompanied by sponsor E-5 and above only on Thanksgiving and Christmas when accompanied by sponsor
Military Retirees	Only on Thanksgiving and Christmas
Spouse/Dependent Children of Military Retirees	Only on Thanksgiving and Christmas when accompanied by sponsor
Officer Candidate, Cadet, Midshipmen, or ROTC Students in Training	All meals authorized with prior coordination of the 45th Services Director
Members/Chaperones of organized, non-profit youth groups sponsored at either the national or local level when extended the privilege of visiting Patrick AFB	All meals authorized with prior coordination of the 45th Services Director
All official designated mission essential personnel during emergency and contingency situations when no other on-base food facilities are open	Authorized
On duty civilian RDF food service workers and on duty contract RDF food service workers	Authorized
Spouses/Dependent children of deployed AD personnel	Every Friday, for duration of deployment
All others	Only by 45 SW/CC written authorization for a specific meal in best interest of Air Force and no other adequate feeding facilities are available – Use 45 SW Form 400 for these requests