DEPARTMENT OF THE ARMY
UNITED STATES ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, U.S. ARMY GARRISON, FORT KNOX
111 E CHAFFEE AVE
FORT KNOX, KENTUCKY 40121-5719

ASGL-KZA (1oo) 24 September 2026

MEMORANDUM FOR

COMMANDERS, All Unit Reporting Directly to This Headquarters Commanders, Fort Knox Partners in Excellence Directors and Chiefs, Staff Offices and Departments, This Headquarters

SUBJECT: Fort Knox Policy Memo No. 25 – Requests for Personnel to Purchase Meals in Appropriated Fund (APF) Dining Facilities

1. References.

a. Army Regulation (AR) 30-22, (Army Food Program)

b. Department of Army Pamphlet (DA Pam) 30-22, (Operating Procedures for the Army Food Program)

2. Purpose. To establish policy for personnel dining in an APF dining facility.

3. Applicability. This policy applies to all personnel dining in an APF dining facility.

4. Policy.

a. Fort Knox APF dining facilities are established for the purpose of feeding enlisted Soldiers with authorized meal cards (referred to as subsistence-in kind) (SIK)). Since these Soldiers do not receive a basic allowance for subsistence (BAS), they are entitled to eat without charge.

b. Members of other military services who receive BAS are authorized to dine in APF dining facilities and will be required to pay cash for their meals.

c. Military personnel in a permanent change of station (PCS) status and their Family members (dependents) may purchase meals. A copy of the military members PCS orders must be presented for identification.

d. Categories of diners listed below may be authorized to purchase meals, on an occasional cash basis, in an APF dining facility when the Garrison Commander determines that it is in the best interest of the Government.

(1) Department of Defense (DOD) Civilians and contractors working on the installation.

(2) Retired military personnel.

(3) Other civilians on the installation.

(4) Members of youth groups sponsored at either the local or national level.

(5) Civilian and Foreign dignitaries.

(6) Guests who are escorted by the Soldier authorized to use the facility.

(7) Health care personnel providing medical services to Soldiers.

(8) Family members of fallen Soldiers.

(9) Military candidates undergoing examinations at an Army Installation or prospective enlistees accompanied by a recruiter.

(10) Entertainment groups.

5. Requests for approval to purchase meals for diners listed in para 4d, must be submitted through your chain of command to the installation Food Program Management Office (FPMO), which is located in building 1109B, and approved by the Garrison Commander. Requests will include names, dates, and which meal (Breakfast, Lunch or Dinner) and the justification for approval to purchase meals. Justification must include sufficient information for the FPMO and the Garrison Commander to make an informed decision. Meals will be paid for in cash unless other advance payment is authorized and approved.

6. In all circumstances, SIK Soldiers will receive priority in APF dining facilities. Authorization for groups or individuals to dine will only be granted when such support will not adversely affect meal service to these diners.

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7. Point of contact is the Fort Knox Installation Food Program Management Office at (502) 624-3549.

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