

IG CHECKLIST
(DMPO Financial Svcs – BAS/Field Rations)

Proponent/Phone No:	Defense Military Pay Office/2-3303	
Functional Area:	Financial Services	
Program/Activity Topic:	Basic Allowance for Subsistence (BAS)/Field Rations	
Date of revision:	1 August 1999	
Management Control Checklist Applied:	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> NA	
Unit Inspected:	Date Inspected:	
Inspector's Name:	Phone No:	
1. Reference. DOD 7000.14-R, 22 Jul 96, Department of Defense Financial Management Regulation, VOL 7A (Part 3, Chapter 25).		
2. Discussion. Basic Allowance for Subsistence (BAS) is an allowance for soldiers to defray dining expenses when the use of government dining facilities are not available or deemed impractical. The purpose of this section is to ensure that this entitlement is afforded to all soldiers that meet the criteria. Soldiers may be authorized BAS for the following (DA Cir 210-90-1, para 6).		
Soldier is not residing in the barracks.		
Religious reasons.		
Medical reasons.		
Soldier's duty hours (shift work when no dining facility is open).		
Commander's discretion		
*The request for BAS for enlisted personnel should be submitted on DA Form 4187 signed by the unit commander. SFC and above are automatically authorized BAS. The request for BAS should be forwarded on UTL to the Finance Office immediately.		
3. Questions.	YES	NO
a. Are all commanders in compliance with local policies concerning authorization of BAS for enlisted soldiers?		
b. Does the commander ensure soldiers do not have a meal card and receive BAS at the same time?		
c. Does the commander authorize a prorated subsistence allowance for soldiers who occasionally miss eating meals in the government dining facility?		
d. Does the unit and PAC ensure that DA Forms 4187 are submitted to collect rations on enlisted soldiers during periods of field duty?		
e. Does the unit and PAC ensure that a DA Form 4187 (identifying the # of meals) is submitted to collect rations from officers during periods of field duty?		
4. REMARKS.		