

10 November 1995



Services

**NON-APPROPRIATED FUNDS - VENDING
MACHINES**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

NOTICE: This publication is available digitally on the HQ AFRC WWW site at <http://www.afrc.af.mil> and the AFRCEPL (CD-ROM), published monthly.

OPR: 440 AW/LGSCE (William Retrum)
Supersedes 440 AWR 176-1, 10 November 1993

Certified by: 440 MSS/IM (Gail Biedenbender)
Pages: 2
Distribution: F

This instruction implements and extends the guidance of AFRPD 34-2, *Management Non-appropriated Funds*. It establishes procedures for the control and administration of coin-operated food and beverage vending machines controlled by the Civilian Welfare Fund Council on GMIAP-ARS, WI. This instruction applies to all personnel assigned to General Mitchell IAP ARS WI.

SUMMARY OF REVISIONS

This revision updates paragraph **1.2** to include hot beverages. A (I) indicates revisions from previous edition.

1. General:

1.1. No base activity will contract for or permit the installation of a coin-operated vending machine without the prior approval of the Support Group Commander. Requests will be made in writing, showing full justification and addressed to the custodian, base restaurant fund for coordination.

1.2. Because of the small size of the permanent work force and the intermittent use of vending machines, only those machines dispensing relatively non-perishable food items, soft drinks, and hot beverages are authorized.

1.2.1. All vending machine profits will be deposited into the base restaurant fund.

1.3. All authorized vending machines will meet the sanitation and maintenance requirements specified in AFI 48-116.

2. Responsibilities. The custodian of the base restaurant fund will be the single point of contact between vendor operator and base personnel, and will accept for deposit into the base restaurant fund all checks

and monies representing vending machine profits. All complaints pertaining to vending machine service or maintenance will be made to the custodian or appointed designee.

PAUL R. COOPER, Brig Gen, USAFR
Commander