



**39th Annual Military
Culinary Arts
Competitive Training Event
Manual
9 – 14 March 2014**

MEMORANDUM FOR See Distribution

SUBJECT: Administrative Instructions for the 39th Annual Military Culinary Arts Competitive Training Event (MCACTE)

1. **ANNOUNCEMENT:** The 39th Annual Military Culinary Arts Competitive Training Event is scheduled to take place at Fort Lee, Virginia, **9-14 March 2014**. This memorandum and attachments contain all the rules and forms necessary for installations to register their intent to participate.

2. **ADMINISTRATIVE INSTRUCTIONS:** The annual Military Culinary Arts Competitive Training Event is sanctioned by the American Culinary Federation (ACF). The MCACTE follows the rules and procedures set forth in the ACF Culinary Competition Manual which is now the primary source for the rules.

a. The ACF culinary rules manual provides a detailed explanation of the MCACTE categories and judging procedures. In some instances, categories are unique to the military. In these cases, competitive training event rules were reviewed and approved by the ACF culinary guidelines committee. It is mandatory that Team Managers and competitors use the ACF culinary manual as their guide for competing. All questions concerning the rules will be sent to the Show Chair, and communicated with the Lead Judge – rulings will be communicated back to the competitors through the Show Chair of the event.

b. The administrative instructions are divided into annexes for ease of reading. Team managers/individual competitors should examine the documents to select competitive training event categories.

c. Each annex contains its respective forms which must be submitted no later than **28 January 2014**. All forms must be emailed to usarmy.lee.tradoc.list.iccoe-advanced-culinary@mail.mil.

PAO Command Information Survey	Annex J, Appendix 1
Hometown Release	Annex J, Appendix 2
Installation Entry Form and Team Roster	Annex J, Appendix 3
Consolidated Team Ration Request	Annex L

ATSM-CES

SUBJECT: Administrative Instructions for the 39th Annual Military Culinary Arts Competitive Training Event

d. Any request for waivers must be submitted NLT **3 February 2014** by the Team Manager through the Project Officer to the Director, Joint Culinary Center of Excellence. All waivers will be approved or disapproved in writing or via email. A complete packet will require **ALL** annexes to be completed; ensure your menus are practiced in advance of arrival. Laboratory assignments and entry into event categories are conducted once complete packets are received.

3. **AWARDS CEREMONY:** The MCACTE awards ceremony will be held at the Lee Theater at 1530 hours on 14 March 2014. The uniform will be Army Class A, Army Service Uniform, or respective service dress uniform.

4. **PROJECT OFFICER:** Any questions pertaining to these instructions / rules should be addressed to:

Project Officer
Joint Culinary Center of Excellence
1630 Byrd Ave
Bldg. 4200, Room 264
Fort Lee, VA 23801-1601

Telephone: Civilian - (804) 734-3274

DSN: 687- 3274

Email: usarmy.lee.tradoc.list.jccoe-advanced-culinary@mail.mil

5. The Director, Joint Culinary Center of Excellence, will be the approval authority for all military matters in reference to the MCACTE. The rules are provisionally approved, and subject to change due to budgetary or regulatory requirements. These rules will also be available on the JCCoE Web Site at <http://www.quartermaster.army.mil>.

6. Point of contact for this memorandum is the Project Officer as listed above.

//// Originally Signed ////

Director, Joint Culinary Center
of Excellence

39th Annual Military Culinary Arts Competitive Training Event (MCACTE)
Table of Contents

Administrative Instructions	page 2
Culinary Entry Form Info	page 5, Annex A
USACAT, General Information	page 9, Annex A
Culinary Team of the Year (CTOY)	page 14, Annex B
Competitive Training Event Categories	page 17, Annex C
Category TB , Team Buffet	page 17, Annex C
Category F1 , Armed Forces Chef of the Year	page 18, Annex C
Category W3 , Military Hot Food Kitchen	page 18, Annex C
Category W4, Nutrition Hot Food Challenge	page 20, Annex C
Student Chef Definition	page 20, Annex C
Category SKB , Student Knowledge Exam & Bowl	Suspended in FY14
Category SK , Armed Forces Student Chef of the Year	page 22, Annex C
Category ST , Student Team Competitive Training Event	page 21, Annex C
Category W6 , Military Master's Category	page 24, Annex C
Ration Request Guidelines	page 26, Annex D
Category EA, Army Enlisted Aide of the Year	page 27, Annex E
Category W2 , Army Enlisted Aide of the Year Hot Food	page 28, Annex E
Special Awards	page 31, Annex F
Equipment List	page 32, Annex G
Ration Lists - online	Annex H
Competitive Training Event Schedule-online	Annex I
Command Information Survey-online	Annex J
Hometown News Release-online	Annex J
Score Sheets-online	Annex K
Subsistence Requests Forms-online	Annex L
Individual and Installation Team Entry Form	Annex M, App 1
Masters Entry Form	Annex M, App 2

CULINARY TEAM ENTRY AND ARRIVAL PROCEDURES

1. Teams and individuals are encouraged to participate in the MCACTE. In support of fiscal responsibility this year's event will only allow the first 10 team packets received to compete for CTOY. This year's event will be very effective and have a timeline that is more reflective of the industry standard. Individuals should limit the number of events they enter with consideration for four days of competitive training. By exception, the Project Officer can ensure that competitors compete on a specific date if that is required by the individual. Individuals and small teams will share laboratory space when required.

2. Culinary Team Entry Form:

The culinary/team entry form, command information survey, hometown news release, and ration requests, must be completed and forwarded by email to the Project Officer at Fort Lee NLT **3 February 2014**. The names of all team members must be listed on the entry form to receive participation credit for the MCACTE. There is a checklist available online to help ensure all requirements have been completed.

a. Members may be substituted if they are unable to attend. Recommended team size is twelve (12) personnel (Team Manager, Team Captain, and 10 members made up of professionals and student members). **The maximum team size is 12 total**; any team that has more than 12 members, coaching, cooking, training, mentoring, or advising a team will be subject to disqualification. This is to help create an even playing field, manage resources, buildings, supplies, and financial requirements for each team. Only one laboratory will be provided to each team, and the entry constraints will remain the same. The "Team Manager" will maintain overall responsibility for their team; Team Managers and Captains can compete.

b. The MCACTE continues to grow with Joint Service participation placing an increased demand on the limited kitchen space at Fort Lee. A first come first serve basis will be utilized in the event, with more teams requests to compete than kitchens are available. The date and time complete packets are received at Fort Lee will determine which teams will be allowed to compete, in the event of a shortage of kitchen space, as well as laboratory choice. Therefore, it is recommended that teams / individuals submit their completed packets as early as possible, but NLT **3 February 2014**; reminder – all portions of the packet must be turned in to be considered to have a completed entry. Teams / individuals may be doubled up in the kitchens if required, due to limited facilities. Teams / individuals that submit incomplete packets or submit packets late may not be allowed to compete.

c. Scheduling of events will be completed in two-tiers: Tier 1 – Competitors from CONUS will be scheduled for events such as Team Buffet first; Tier 2 – Competitors from OCONUS will be scheduled for Team Buffet later in the MCACTE.

d. Due to limited facilities and available time, teams are limited to **four (4)** entries in categories [K and P (including the K & P for team entries - CTOY)]. Additionally teams can only have **one (1)** member on their team compete for Armed Forces Chef of the Year. If there is space available on the schedule, then additional entries maybe permitted. Individual competitors seeking to compete for Armed Forces Chef of the Year will be limited to the first eight requests received. There will be a maximum of 18 personnel allowed to compete in this category. CTOY teams have priority and the remaining slots will be available for individuals as received. The project officer will adjust based on the number of packets received.

e. The MCACTE is open to individuals and / or teams that are active duty Army, Marine, Navy, Air Force, Coast Guard, National Guard, Reserve, DoD civilians and contract civilians who work in DoD dining facilities. Competitors will be in the food service-related specialties (Army MOS 92G and 91M; USMC 3381; USN CS 0013; USAF 3MO71; and 8A000 USCG, CGFS) and Warrant Officers (MOS 922A or equivalent).

f. Teams that come from OCONUS are limited to one team, for example: a team from Korea, cannot have a USFK and a 2nd Infantry Division team, a team from Hawaii, cannot have a PACOM and a 25th Infantry Division team.

3. Arrival Procedures: Competitors should arrange to arrive at Fort Lee, VA, no later than **8 March 2014**.

Uniform: Cook Whites or white chef jacket, white chef toque, neckerchief (optional), black or hounds tooth pattern pants, and black chef shoes, safety shoes, boots, or low quarters and proper military rank on the uniform is required for the MCACTE. Failure to be in proper uniform may result in not being able to compete. Civilian Team Managers / Advisors may wear the full-length laboratory coat with nametag. All non-competing personnel will wear the appropriate military uniform during duty hours IAW their branch regulation for wear and appearance of uniforms. Proper and authorized military headgear will be worn with the chef uniform when outside IAW established regulations. At no time will the white chef toque/hat be worn outdoors. Chef uniforms will not be worn outside of the confines of Fort Lee, Virginia.

NOTE: Ball caps, bandanas, skull caps, etc. are not authorized during the Competitive Training Event. Teams should wear the white chef toque/hat. Regardless of which uniform is worn, remember, you must always present a disciplined, military appearance.

4. Kitchen Work Areas: Competitive Training Event staff will be assigning kitchen areas in building 4200 on **8 March 2014** at 1600 or once all teams are in the Fort Lee area. Laboratories are assigned according to when your complete packet arrives at Fort Lee.

a. The assigned work areas will be hand-receipted by the Team Manager or Team Captain. Prior to releasing hand receipts at the end of the show, all kitchens must be

properly cleaned, cleared, and returned to the Competitive Training Event staff before departure from this command. An initial stock of cleaning supplies (detergent, brooms, mops, etc.) will be provided; however expendable supplies are the responsibility of the team / individual competitors. Competitive Training Event certificates (ACF) and certificates of participation will not be given to the teams prior to completion and confirmation of this process. This year's event timeline may require mailing of some certificates to teams and individuals.

b. A limited amount of food preparation equipment will be available in the assigned work areas. Specialized equipment needed for preparation and display of culinary entries must be brought by each team participating. Only those items listed in Annex G will be provided.

5. Travel and Hotel Accommodations: Team Managers and / or individual competitors will make their own travel and hotel arrangements. Statements of non-availability (SNAs) will not be issued by Fort Lee lodging. Failure to call Army lodging at 1-866-363-5771 could result in out of pocket expenses for competitors. Team managers should coordinate with the Project Officer in advance to determine if Fort Lee barracks space is available. Teams should plan for 15 March 2014 to be their return travel day or not depart prior to 1900 on 14 March 2014.

6. Official Phone Calls: Team Managers need to ensure that TDY orders authorize reimbursement of official phone calls. Telephone PIN codes will not be available for making long distance calls from Fort Lee military phones. Each Team has been allocated a Laboratory complete with telephones. Teams should inform their units of the respective contact numbers for all communication. Please DO NOT use Advanced Food Service Training Division (AFSTD) as a contact number, as messages received do not always get passed on to those concerned. The AFSTD number should be left with your unit as an emergency contact number only.

7. TDY: It is recommended that each Team have either a GPC cardholder or a Class A purchase agent to purchase food, equipment, and supplies to support their team during the MCACTE. The average cost for a team is \$1500 - \$2500. Teams must order items from the standardized protein list (Annex H Appendix 1). The standardized protein list is discussed in greater detail in the ration section (Annex H, Appendix 1). Teams that will make additional purchases should increase their projected cost on the Team Managers travel (TDY) orders. Refrigeration in the kitchen classrooms is limited. Teams can rent additional refrigeration from local rental companies, if necessary.

8. Rules and Procedures: All personnel are reminded that the Rules and Procedures issued for the 39th Annual MCACTE will be strictly adhered to. All problems arising from the show will be directed to the Project Officer / Show Chair. In reference to the judging of all categories, remember, "The Judge's Decision is FINAL". Team Managers should see the Show Chair if there is a question about the team entries immediately after the judging is finished.

9. **OFF LIMITS:** The following areas are “Off Limits” to ALL TEAMS unless specifically told otherwise:

a. IET/AIT Students. ALL IET/AIT STUDENTS are “Off Limits”. No team members are authorized to socialize or have any involvement with IET/AIT students.

b. Fort Lee Field House. The Fort Lee Field House is “Off Limits” from 0730 to 0900, **10-13 March 2014**.

c. Armed Forces Chef of the Year laboratories. These laboratories and outside corridors will be “Off Limits” for the duration of each Competitive Training Event to all personnel including Team Managers. Only competitors, show staff, and judges are allowed access. Additionally, Room 264 in building 4200 is off limits to all competitors. This room is for staff use only.

d. AFSTD Office is for official business when required, and will not be used as a lounge for team managers or leaders. .

e. JCCoE Command Section (room 163) is “Off Limits” to all competitors unless specifically requested by the command.

f. The judges’ lounge at the field house is “Off Limits” to all competitors. Only designated competition staff may enter the judges’ lounge.

10. **Parking:** Vehicles are not authorized to be parked at the rear of building 4200. This is a “NO PARKING ZONE”, and will be utilized only for loading and unloading of equipment and/or supplies. Authorized parking is located in the parking lots to the front of building 4200, excluding the reserved spaces. Teams traveling with large cargo trucks will stage them in a marked area across the street from the front parking area. Do not park your vehicle on the grass for any reason. An authorized parking graphic will be provided during the Team Captain Meeting. Loading and unloading of equipment/supplies from the front or side of building 4200 is prohibited.

11. **Competitors Social:** All personnel are encouraged to attend the social on Thursday, **13 March 2014** from 1800-2300 hours. Team Managers will confirm total team members attending and purchase tickets as required. The social location will be at a Fort Lee location that will be determined by 21 February 2014. Competitors will have an opportunity to step away from the rigors of competitive training and meet other competitors, share with peers and senior culinarians.

12. **Photographs:** No official photographer for team pictures will be available. Team Managers are encouraged to bring digital cameras or desired photograph equipment in order to generate their own team photographs. During the Competitive Training Event photographs will be posted daily on the Advanced Food Service Training Division’s Facebook site (www.facebook.com/army.culinary), and the Fort Lee Traveller FLICKR site.

13. **Ration Issues:** Only Team Managers should approach the Show Chair for significant ration issues, if they cannot be resolved with the Rations NCOIC.

14. **Static Exhibits:** Static exhibits entered for the show WILL NOT be returned to individuals or teams upon completion of the event. Privately owned trays, plates, etc. can be collected after public viewing at **1600, 13 March 2014**.

15. **Awards Ceremony:** ALL team members are required to attend the awards ceremony **14 March 2014**. Dress for the awardees will be Class A (service dress) uniform or the ASU (Army Service Uniform); non-Army personnel will wear their services' equivalent uniform. Team managers will check all uniforms prior to departure of home station, due to limited availability of uniforms and decorations at Fort Lee. The schedule for the ceremony will be as follows:

- a. 1315 All competitors to be seated
- b. 1330 Practice Ceremony
- c. 1530 Awards Ceremony

16. Due to limited space teams are not to ship their equipment, food, supplies or other items directly to building 4200. Teams must make their own coordination to have items shipped and received at their hotel or lodging until the teams can get into their laboratories.

17. The winner of the 2014 Student Team category will have an opportunity to compete at the ACF National Convention in July 2014. All teams must decide if they are competing for an opportunity to compete at the National level when their entry form is due on 3 February 2014. This means that your installation / service will fund the winning team to compete at the National Convention and afford train-up time at home station or at Fort Lee, VA. The winning team will need to pay the \$25.00 ACF registration fee and also ensure that the coach and all five members are active members/student members of the ACF. More information will be provided to the individuals and team managers after the awards ceremony.

18. **United States Army Culinary Arts Team (USACAT)** Selection Criteria: interested candidates must note on the installation entry form, if they are trying out for USACAT. There will be a full USACAT try-out this year to establish the team to compete in the 2014 World Cup. Tryouts for positions on the team are open to all service-members E8 and below / W1 and W2; E9s and CW3 and above will be considered to serve as a coach/advisor/mentor to help train our future chefs.

a. Candidates must possess a positive attitude toward the food service profession and compete in tryouts to make the team; candidates will be evaluated based on their Knowledge, Skills, Abilities (KSA), and multiple other areas, not just their food preparation skills. All USACAT candidates must compete in two categories.

b. Hot Food – USACAT candidates must enter an individual hot food event such as F1, K or P (depending on the position the candidate is trying out for pastry or larder), and any individual hot food entry. This entry must be identified on the team entry form. The entry can be part of the Culinary Team of the Year event.

c. Cold Food – USACAT candidates must enter a cold food category as well. The cold food can be part of a team entry or as an individual entry. The entire entry must be completed by the competitor; their laboratory and work area will be subject to evaluation from the staff, lead judge, advisors and former active USACAT members.

NOTE: Candidates must prepare items in the category for the position in which they are competing for on the team; either pastry or larder, not a mix.

d. Personnel wishing to try out for USACAT must be annotated on the culinary team entry packet and comply with the required guidelines.

e. All candidates will be required to wear a prescribed USACAT designated badge at all times, to allow staff to evaluate their work ethic and performance. This item will be provided during a separate meeting on 9 March 2014, time and location to be announced.

f. In support of the Joint training environment, at least one position on USACAT will be available to one service member from the Marines, Navy, Air Force, Coast Guard, Reserves, and National Guard. All service members must compete during the USACAT tryout and possess the necessary skills to become a member of the USACAT. If there are enough qualified entries, a primary and alternate from each service will be selected. The service members' branch of service will pay for all TDY costs associated with all USACAT training events and Competitive Training Events. Army service members will be paid through the USACAT budget. For more information and cost estimates, Team Managers should contact the Manager, USACAT at 804-734-3274.

g. USACAT candidates will be assessed on all aspects of their culinary performance throughout the Competitive Training Event (i.e. appearance, attitude, military bearing, static display, culinary knowledge and teamwork). The USACAT travels and interacts locally, nationally and internationally. It is essential that members personify a "military and food service professional" at all times.

19. DESIGNATIONS OF USACAT MEMBERS:

a. The USACAT is comprised of the following, however not restricted to:

- 1) One (1) Manager
- 2) One (1) Assistant Manager or Military Advisor
- 3) One to three (1-3) Advisors/Coaches
- 4) One (1) Team Captain – Active Competitor
- 5) One (1) Pastry Chef – Active Competitor

- 6) Four (4) Chefs – Active Competitors
- 7) Ten (10) Alternates / Apprentices
- 8) Unlimited Inactive Members

b. USACAT (within budget constraints) participates in a variety of culinary competitive events throughout the year. Some active members may not be available for certain events because of the daily mission or for other unforeseen circumstances. In the event that an active member is unavailable a member from the alternate status may be placed on active status. The active member would then go to inactive status. Active members that due to deployments or unit mission are unable to complete the tryout will be placed on “in-active” member status and may be placed in the appropriate team position based on USACAT requirements. This provides the USACAT manager the flexibility with the team to make the USACAT mission possible. Active members placed on inactive status may be placed back on active status within the same USACAT year. The USACAT Team Manager reserves the right to place a Coach, Advisor, Alternate / Apprentice Member, or inactive member in an active competitor position (six designated slots for competitors who may earn medals) or Apprentice member position if necessary.

c. Active Competitor – These individuals are the most experienced competitors who have done extremely well in the tryouts and are the best qualified (during hot and cold food Competitive Training Event) for the position they have been assigned. Therefore, they are placed in an active competitor position (six designated slots for competitors who may earn medals) during International Competitive Training Events.

d. Apprentice / Alternate Member – These members of the team have proven themselves in live cooking evaluations and work they have done on centerpieces.

e. USACAT Members, Non Competitive – These team members encompass the team manager (this leader is always the current Chief, Advanced Food Service Training Division), team coaches and team advisors. The selections of these positions are based on experience, availability and previous experience with the team.

f. Personnel wishing to hold a position on USACAT must agree to the following:

- 1) Agree to complete the ACF judged cookery or pastry tryout, and cold food entry. Active members will generate a USACAT Cold Food Table.
- 2) Agree to assist Fort Lee as a team coach/mentor during interim years.
- 3) Must be a member of the United States Armed Forces.
- 4) Must have at least two years remaining on enlistment at time of tryout.
- 5) Must be in good standing, with all requirements from their branch of service, such as height/weight and physical fitness. Member cannot be flagged for any action.
- 6) During the 39th Annual MCACTE (2014) the previously selected active members may be members of their installation team, but must participate in USACAT designated events and displays during the competitive training event. Members will

also provide training to all teams participating in the competitive training per assigned schedule.

NOTE: Active Members should anticipate participating in the Military Hot Food Kitchen category (W3), and presenting a team buffet table.

20. To the Competitors: Our annual MCACTE continues to receive a positive response from food service personnel around the world. The rules have been updated to coincide with the new ACF Competition Manual that can be found on the QMS and ACF website. Unique exceptions and Wild (game, fowl or non-domestic) categories will be described in this manual. You are part of the largest Culinary Arts Competitive Training Event in North America, be proud and represent your Installation and Branch of Service well!

a. ACF Culinary Competition Manual -

http://www.acfchefs.org/download/documents/Competitions/Culinary_Competition_Manual.pdf

b. ACF Student Team Manual -

<http://www.acfchefs.org/download/documents/Competitions/StudentTeamManual.pdf>

c. ACF Knowledge Bowl Rules -

http://www.acfchefs.org/download/documents/Competitions/knowledge_bowl_rules.pdf

**39th ANNUAL MILITARY CULINARY ARTS COMPETITIVE TRAINING EVENT
RULES**

1. This annex contains the rules for the MCACTE. The entire team should be familiar with these rules.

2. These rules are based on the guidelines established by the American Culinary Federation (ACF) with certain adjustments to facilitate a comprehensive military competitive training event. Using these rules and subsequent grading criteria ensures that all competitors are competing against one standard.

3. Competitors are reminded of the objectives of the Military Culinary Arts Competitive Training Event as outlined in AR 30-22, chapter 3, Para 3-47:

- a. Improve the overall quality of Army food service and training to the Soldier.
- b. Provide recognition for excellence in culinary skills.
- c. Provide an incentive for competitive programs of major Army commands (MACOMS) in food service.
- d. Recognition in the form of certificates, medallions, engraved plaques and trophies.

4. **Timeliness:** ½ point deduction per minute for all categories.

5. **Team Display Tables:** The MCACTE staff will provide team tables measuring 12' x 10'. This is a change to continue aligning the MCACTE with the Culinary World Cup and Culinary Olympics. The maximum table space available for each team is 12' x 10' configured as shown. All team tables will be configured in the described manner. Individual tables will be available upon request for personnel competing on an individual basis.

- a. Teams will provide all table covers and skirting to dress their respective team tables. Risers for the tables are authorized, but must be provided by the installation and will not exceed 24" in height. The tables require a 1.5 inch clips to fasten skirts to the tables. Teams are NOT allowed to use water or flowing liquids in their displays, this can

damage the field house floor and is strictly prohibited. Tables provided are 1.5 inches thick; ensure you have the proper skirting attachments to fit our tables.

b. A minimum of two (2) teams will display their cold food tables each day over a seven day period. The first cold food tables to be displayed will be on **10 March 2014**. Team managers will be emailed a schedule for the cold food tables and other major events on or about **14 February 2014**.

c. Teams will dress, cover and drape tables at the Post Field House. Teams may place large centerpieces integral to table design in position at this time. Teams may dress their table the day prior from 1800-2100. Teams will have from **0400-0630** to complete their cold food table display on their assigned day. Team managers / captains will have from **0630-0700** to double check entry cards / score sheets and do final touchups. Judging will be conducted from **0700-0830**. The cold food area will be off limits during the judging time period.

d. The MCACTE protocol manager will provide the team managers or team captain with a packet the morning of the team's display day at the Post Field House. The packet will contain three score sheets and an exhibit card for each display. Team management is responsible for placing the correct exhibit card next to each display and three score sheets next to each exhibit. It is **critical** that the information is correct prior to judging. Failure to have the information correct, could result in the wrong competitor getting a medal.

6. The Culinary Team of the Year (CTOY) event is one of the highlights of the MCACTE. This is the overall team event. Only twelve teams will be allowed to compete for CTOY. To compete, installations must enter each of the categories listed on the CTOY entry form provided with this packet. The winner will be the team with the highest aggregate points in their chosen entries. Results are announced at the awards ceremony.

a. Focus should be on quality food preparation and teamwork to achieve the highest possible score on the required entries. Teams must enter each of the categories below to qualify for the Culinary Team of the Year. Teams competing for CTOY may enter a maximum of eight centerpiece exhibits in addition to the categories required for the cold food buffet table. Teams generally take on more work than they can handle. Successful teams execute the minimum amount of work required to a very high standard.

b. Sixty percent (60%) of the categories required for the Culinary Team of the Year Competitive Training Event incorporate food taste and flavor evaluation. Centerpieces are not required for CTOY; however, we still encourage teams to do a centerpiece. The piece will be judged, but will not have any effect on the CTOY score.

c. The total point values for all CTOY entries on the cold food buffet table will be used for the CTOY entry. Buffet tables will further be awarded trophies for most artistic,

and judges favorite. Teams should remember that the total value of the table remains the primary focus for the CTOY entry. Teams are encouraged to utilize individual team member strengths to benefit the team to the greatest capacity.

d. Student Skills teams must compete following the rules for an ACF **Regional** Competition. Therefore they will complete the skills portion, the cooking portion, and a cold food platter to complete an entry in the ST event. A team failing to complete all three (3) requirements will be disqualified from the CTOY entry. Cold food will be presented on the day that their team presents their TB table.

7. The following list of categories are required for entry into Culinary Team of the Year (CTOY) event (the point values are subject to change for this year):

a. Category TB Buffet (description below)	max points	120
b. Category F1 Armed Forces Chef of the Year	max points	65
c. Category SK Armed Forces Student Chef of the Year	max points	45
d. Category W-3 Military Hot Food Kitchen	max points	45
e. Category ST Student Team Skills Event	max points	45
f. Category W-4 Nutrition Hot Food	max points	40
g. Category ST Student Team Skills Event	max points	45
h. One Category K or P	max points	40
i. Culinary Team of the Year total points available	max points	400

NOTE: Centerpieces are no longer required for CTOY; however they are encouraged for this event and will be judged as an individual entry if displayed for Category TB.

8. Category TB Buffet must include the following:

a. SA 1-4: from the Student Skills Team Event	40 pts
b. A1-3: Cold Platters, meat, beef, veal, lamb, seafood, or poultry	40 pts
c. A5: One show platter of cold hors d' oeuvres, 8 varieties, 9 each	40 pts
d. B1 or B2: Six different plated appetizers	40 pts
e. B3: One five course menu gastronomic	40 pts
f. C3: Six different plated desserts	40 pts

g. SC2: One buffet platter of fancy cookies, chocolates, or petit fours 40 pts

h. W-1: Two (2) three (3) course meals; one menu vegetarian Lacto Ovo and one menu representing your Installation local cuisine 40 pts

i. Max Points 320 pts

Note: W-1 category – a three course meal consists of a Starter (Hot or Cold), Main dish, and a Dessert.

COMPETITIVE TRAINING EVENT CATEGORIES

1. **Categories** - The following categories will be offered and judged at the MCACTE this year. Teams and competitors are required to read the ACF Rules and Guidelines from the ACF Professional and Student Culinary Competitive Training Event Manual. The “S” represents a Student category, and just the category letter represents a Professional category. The new Masters category will be in line with the ACF Regional Chef of the Year rules.

- a. Category A and SA – All (Cooking, individual see annex H in advance)
- b. Category B and SB– All (Cooking, individual)
- c. Category C and SC– All (Patisserie/Confectionery, Individual)
- d. Category D and SD– All (Showpiece, Individual)
- e. Category E – E-3 and E-4
- f. Category F – F1 only (Hot-Food Competitive Training Event, Professional)
- g. Category K and SK– All (Practical and Contemporary Hot-Food Cooking, Individual)
- h. Category P and SP– All (Practical and Contemporary Patisserie, Individual)
- i. Category ST (Student Team)
- j. Category SK (Student Chef of the Year)
- k. Category W (Customized Wildcard)
 - 1) W-1 – Two (2), Three (3) course meals for Team Buffet (CTOY)
 - 2) W-2 – Army Enlisted Aide Cooking Challenge
 - 3) W-3 – Military Hot Food Kitchen (CTOY)
 - 4) W-6 – Military Masters Category (see ACF Regional Chef of the Year Rules)

2. **Category TB - Team Buffet (This category is only open to CTOY teams)**

Category TB must include the following:

- 1) One show platter from SA 1-4: prepared by Student Skills Team 40 pts

- 2) One show platter from A 1-3: Cold Platters, meat, beef, veal, lamb, seafood, poultry 40 pts
- 3) One show platter from A5: One show platter of cold hors d' oeuvres, eight (8) varieties, nine (9) each 40 pts
- 4) B1 or B2: Six different plated appetizers 40 pts
- 5) B3: One five course menu gastronomic / tasting 40 pts
- 6) SC-2: One buffet platter of fancy cookies, chocolates, or petit fours 40 pts
- 7) C3: Six different plated desserts 40 pts
- 8) W-1: Two (2), three (3) course meals; one (1) menu vegetarian Lacto Ovo and one (1) menu representing your Installation or local cuisine 40 pts
- 9) Max Points 320 pts / 8 = 40 x 3 = 120 points

Notes:

- Due to the tremendous amount of time for Category TB, a team can earn up to 120 points. Teams need to ensure they read the details for each category, to meet the required standards. A centerpiece is not required for the Team Buffet, however it can be judged if displayed. Centerpiece score will *not* have any impact on CTOY.
- W-1 category – a three course meal consists of a Starter (Hot or Cold), Main dish, and a Dessert.
- When a team is **late** they will lose one (1) point for every five (5) minutes or less they are late in completing their table set up. This will be subtracted from their overall table score; however it will not impact the type of medal that is earned for each entry. Additionally if a *team is late* setting up their team table, the individual entries will be eliminated from the opportunity to earn Best Entry for each category and/or Best Overall Table.

3. **Category F1 - Chef of the Year, Mystery Basket Professional**, will be called Armed Forces Chef of the Year for the Fort Lee competitive training event. The winner will be required to demonstrate a high standard of technical expertise so as to justify the prestigious title of “Armed Forces Chef of the Year.” The competitor that has the highest score from F1 will be awarded the title. This competitive training event is open to competitors from all branches of service. Previous winners of this event, during any period of history, are not allowed to compete again in this category.

a. Each team can nominate **only one** (1) competitor to enter irrespective of rank; the competitor cannot be a previous winner of this event, at anytime during its history. Each competitor may have an apprentice; an apprentice must qualify to be a ‘Student Chef (see student chef definition). Guidelines for what an apprentice may do are in the ACF Professional Manual. Six individual competitor seats will be available on a first come, first serve assignment based on when the entry packet was received.

b. **Community Storeroom:** See ACF Competitive Training Event Manual; all items in the manual will be available at a minimum.

4. **CATEGORY W-3 - Military Hot Food Kitchen (CTOY):** Teams are required to cook a three course meal, for 40 customers, utilizing the mobile kitchen trailer (MKT) or the

established cooking platform identified by the show staff. Each course must be plated for every customer. In addition teams will be required to serve the meal restaurant style to diners. In an effort to continue encouraging creativity, teams must choose their proteins from the standardized list that is in Annex H, Appendix 5, there are no additional meat proteins allowed, however teams may utilize any other item from the ration list to supplement and complete their menu.

a. The team will consist of five members. Teams must provide a minimum of four servers to serve the meal; if this cannot be completed, identify this issue immediately to the Project Officer. Only one team per installation for CTOY is permitted. Teams should plan on reporting 15 minutes prior to start time for site in-brief. For this event, the entire installation / post team may assist during the setup period prior to any food production and start of the competitive training event.

b. Each team must prepare 40 hot or cold starters, 40 main courses, and 40 desserts. All courses must be served on plates or bowls, provided by Fort Lee for all teams. One portion of each course of this menu must be presented in a display case for guests. Those menu items should be made the day in advance, preserved with aspic and will be used for photographs for the media. Each team is required to send complete menu and recipes for 40 people, NLT **3 January 2014**; to the Project Officer (This is a team packet requirement). Teams must send a photo of the menu (all three courses, individually) and identify rations requirements NLT **3 February 2014**. Teams are responsible to ensure they have all ingredients at the start of the competitive training event.

Teams may bring in additional pots, pans, tools, knives etc. for this competitive training event. It is the teams' responsibility to ensure they do not bring in electrical equipment that exceeds the capability of the cooking platform. Teams will not be given additional time due to an overloaded electrical system. Beginning this year, teams are limited on how much additional equipment that can be brought in to complete their meal. Teams can only bring in one (1) additional heating device such as an induction cooker; sous vide machine, propane burner and one (1) ice cream maker to complete their meal. The intent is for each team to display their talents and capabilities by fully utilizing the cooking platform.

c. Service to the customers will influence the overall score. The scoring will fall under the Serving Methods and presentation category of the Hot Food Tasting Score Sheet, this criterion is valued at a total of five (5) points. Service should be conducted restaurant style. There will be a minimum of 7 round tables, with six (6) seats per table for each team competing. Customers / diners will have three tickets, one for each course. As they are ready for their appetizer, they will give the wait staff (the team's apprentices) that ticket, and so forth. Drinks will be provided by Fort Lee, iced tea, and iced water; which will be served by the teams' wait staff. Tablecloths are provided, however teams can decorate their tables based on any theme they may have. All 40 diners should **NOT** receive their first course, then second course and so on at the same time.

d. General Guidelines for W-3

1) Competitors must provide at least four judges packets that include: recipes, all ingredients and a complete diagram or a clear, close-up, color photograph of the signature dish. Packets are to be provided to judges on-site the day of the competitive training event.

2) Ingredients for the recipe are allowed to be pre-scaled and measured, however, no pre-mixing is allowed.

3) Where applicable, no advanced preparation or cooking is allowed.

4) Cleaned and peeled mirepoix ingredients are acceptable. Chopped herbs, shallots and garlic are also acceptable.

5) Vegetables can be peeled and salads may be cleaned and washed, but not cut or shaped in any form; beans may be pre-soaked.

6) No finished soups or sauces are allowed. However, basic stocks may be brought in. No clarified consommés are allowed.

7) The following ready-made dough may be brought in: bric, puff pastry and phyllo dough.

8) All combinations of ingredients must be completed during the competitors' allotted competitive training event time.

9) Competitors are allowed to bring in only the whole and raw materials in the amounts stated in their recipes. However, judges may allow variances in amounts for products that require further preparation.

10) Competitors may have 30 servings (50%) of the decorations for cakes, pastries, desserts completed; may have 30 servings (50%) of cakes baked off, however not cut or finished if required.

e. **Decorated Table Service:** Teams are encouraged but not required to decorate their tables to represent their unit / culinary team, Fort Lee will set up dining room tables with tablecloths that can be removed if necessary. The table decoration has no impact on the CTOY event and is not mandatory.

f. The hot food kitchen event will be held at the Field House, the schedule will be provided during the Team Managers' Meeting. The uniform for this event is the same for all other competitive training events that take place in the Field House.

g. **Time Schedule**

0630-0730 Teams receive in-brief and inventory/organize kitchen

0730-1130 Teams prepare meal and set up serving line

1130-1300 Team serves meal to customers (restaurant style)

1330-1500 Team cleans kitchen and turns it over to Field Branch NCOIC

5. Category W-4 — Nutritional Hot Food Challenge Team Competition (CTOY):

This unique competition format is ideal for strengthening the established alliance with a registered dietitian and promoting healthy cuisine within military food service facilities and operations. The purpose of this event is to test the ability to execute and present a meal using the nutritional guidelines and recommendations set forth by the United

States Department of Agriculture (USDA) and the Academy of Nutrition and Dietetics (AND). This is a three hour and forty-minute hot food competition where two (professional category) chefs must prepare and present four (4) servings of a four course meal. This meal consists of a hot appetizer or soup, salad, an entrée, and a dessert. Each team must present four (4) plates of each course. Student Chefs will **NOT** participate in this category.

1) Nutritional Hot Food Challenge: Competitors have three hours cooking time, with an additional 40 minutes for plating. New for this year, this event mirrors category F-4 in the ACF Manual.

b. The following serves as a guide to the competition

1) Competitors must provide at least four judges packets that include: recipes, all ingredients and a complete diagram or a clear, close-up, color photograph of the signature dish. Packets are to be provided to judges on-site the day of the competition.

2) Ingredients for the recipe are allowed to be pre-scaled and measured; however, no pre-mixing is allowed.

3) Competitors will prepare four servings of a four-course meal (hot appetizer/soup, salad, entrée and dessert). No advance preparation or cooking is allowed.

4) Cleaned and peeled mirepoix ingredients are acceptable.

5) Vegetables can be peeled and salads may be cleaned and washed, but not cut or shaped in any form; beans may be pre-soaked.

6) No finished soups or sauces are allowed. However, basic stocks may be brought in. No clarified consommés are allowed.

7) The following ready-made dough may be brought in: brioche, puff pastry, and phyllo dough.

8) All combinations of ingredients must be completed during the competitors allotted competition time.

9) Competitors must fabricate all the proteins on site during the competition window, NO pre-marinating, or fabrication is permitted.

10) Competitors are allowed to bring in only the whole and raw materials in the amounts stated in their recipes. However, judges may allow variances in amounts for products that require further preparation (whole fish, meats, etc.).

11) The total caloric value of the meal should not exceed 1000 kcal. The balance should be 15-20 percent protein, 45-60 percent carbohydrates, and 25-30 percent fat.

12) Nutritional analysis must be confirmed and completed by a registered dietician. Confirmation must be presented in a form of a "letter" stating that the meal plan was evaluated for overall nutritional adequacy and meets the nutritional guidelines required for the competition. Also, indicate which software program was used for the analysis.

13) Competitors should seek to use items that will have an impact on healthy service options within their operational facilities. Assessment of culinary creativity and composition to enhance appearance.

15) Non-CTOY two-chef teams will be considered on a space-available basis.

c. Judging: This category will be judged as per the Category F score sheet, Annex K.

d. If assistance is required from the Fort Lee Dietician, time will be provided for those teams that need analysis completed on site. However this should be the exception, not the standard. All coordination must occur in advance of submitting rations list to Fort Lee.

6. Student Chef Definition – A military student culinarian is a service member that is involved in the culinary profession and has less than two years work experience (work experience includes combined civilian and military time performing food service duties; military food service/culinary training time does not count towards the two year limit). Service members must not have earned a professional medal in previous MCACTEs, hold a certification above CSC, or have completed a cumulative of four (4) years of culinary education.

a. Team managers must ensure their members meet the Student Chef criteria.

b. This rule adjustment will impact teams initially; however the competitive training event level / standard will be maintained to ensure members continue to be competitive with their civilian counterparts and in is the same guidelines that the ACF mandates at all other competitive training events

c. This is also found in the ACF Student Competition manual.

7. Category SK— Armed Forces Student Chef of the Year (Practical and Contemporary Hot-Food Cooking, student, Individual) (CTOY): This Competitive Training Event is designed to stimulate interest and test the level the student chef's skill in live cookery and basic understanding of cooking fundamentals. It is an entry-level Competitive Training Event, and therefore, considerable emphasis will be placed on basic level skills correctly executed. The best student / apprentice level chef during the hot food Competitive Training Event will be recognized as the "Armed Forces Student Chef of the Year" at the awards ceremony. This Competitive Training Event is open to all branches of service. Each team may nominate only one competitor; rank is not an issue for this Competitive Training Event, however this individual cannot be older than 25 years of age on June 1, 2014. Previous winners of this category may not enter.

a. Competitors are required to prepare a menu in the category SK-1 – Chicken, or SP-1 – Warm Dessert for this year's Competitive Training Event. This must be designated on the entry form.

b. Competitors will provide four copies of their recipes and pictures

c. All competitors will receive medals based on their level of performance in the Competitive Training Event in accordance with ACF guidelines. This Competitive Training Event is judged by ACF accredited judges.

d. Follow the guidelines in the ACF Student Culinary Competitive Training Event Manual for this category.

8. Category ST — Student Team Competitive Training Event (CTOY): Teams are highly encouraged to read the following rules carefully and ask questions. Team members should become ACF student chefs in advance of the MCACTE. The 92G Credentialing program serve as a source of membership and obtaining student member status. This event is intended to allow junior competitors an avenue to compete and encourages team seniors to train and mentor student culinarians. In this spirit, teams are encouraged to utilize their team apprentices. The 2014 Classical dish is #1571 Matelote, known as Pochouse, from Escoffier, *The Complete Guide to the Art of Modern Cookery*. Please refer to page 36 of the Student Team Manual for additional instructions.

a. Team Composition and Requirements

1) Student Team will consist of four (4) members and one (1) alternate. Each member (all five (5)) must meet the definition of what a Student Chef is IAW these rules.
2) Team apprentices are allowed to enter this event.

b. This event will be held in the field house, schedule to be provided at the team managers meeting.

c. Teams must bring their equipment to the field house for this Competitive Training Event.

d. Additional equipment is the responsibility of the team.

e. Competitors are required to bring all ingredients needed for their menu.

f. The Competitive Training Event is divided into three sections, see http://www.acfchefs.org/Content/NavigationMenu2/Events/Competitive_Training_Events1/Student/2009/default.htm for more information:

1) **Phase One:** Skills Based Competitive Training Event: During the skills relay, the pastry and vegetable skills remain the same. Fish - Fabricate a 2–2½ pound flat or round fish of choice. Chicken - Fabricate two chickens in accordance with the description below. Escoffier describes Filet and Supreme of chicken as being synonymous. He further explains that cutlet is the name given to a Supreme cut with the end of the wing bone left on. Classical Fish Appetizer dish #1571, Matelote, is this year's requirement for your menu. It is important that recipe 1565 is converted appropriately to reflect a 3 ounce appetizer portion size.

2) **Phase Two:** Hot Food Cooking Competitive Training Event, which consists of a four (4) course signature meal of four (4) servings. Fish Starter - #1571 Matelote

Pochouse (refer to the list of fish on page 36 of the Student Team Manual). Teams are encouraged to utilize the fish from the skills phase); Salad of your choice; Entrée and Dessert of your choice.

3) **Phase Three:** Cold Food Presentation – Each team will present a cold buffet platter, from Category SA 1-4. The platter will be presented on the same day their team / Installation presents their Team Buffet (TB).

g. Teams must bring their own products and will be allowed into the kitchen for setup at least 30 minutes before part one begins.

9. Category W-6: Military Master's Category — (ACF Chef of the Year Competition Regional Level) (non-CTOY): In 1963, the ACF created the Chef of the Year Award to acknowledge Walter Roth, AAC, for his tireless efforts to promote and elevate the profession. The award has grown in prestige, and today is the highest honor annually bestowed by the ACF. The Chef of the Year award recognizes an outstanding culinarian who works and cooks in a full-service dining facility. This person has demonstrated the highest standard of culinary skills, advanced the cuisine of America and given back to the profession through the development of students and apprentices. Regional winners compete in a culinary competitive training event at the national convention, where a panel of judges will select the national winner.

a. Fort Lee, VA is still working to serve as a Regional level for this competitive training event; therefore this year will again serve as a pilot continuation for this event and is not a CTOY requirement.

b. Only the first 6 complete packets by the individual will be accepted and allowed to compete. Individuals **cannot** compete in F1 and W6.

c. This Competitive Training Event is for the experienced chef and competitor; no rank restrictions, however this is a professional category. The following criteria must be met as well:

- 1) The competitor must have earned a Silver medal or higher in F1.
- 2) The competitor must have at least three years full-time food service experience.

d. The Competitive Training Event is a signature K-Category ~ K-7 Rabbit; all rules and guidelines for a K-category must be followed.

RATION REQUEST GUIDELINES

1. All teams will not present their cold food tables at the same time; at least, two teams per day will present their cold food tables. Other events are spread out over seven day period; refer to competitive training event schedule Annex I. These changes will challenge the ration order process. Therefore, it is important that Team Captains / Team managers read the following guidelines carefully; questions are encouraged and should be directed to the project officer.

2. Each culinary team must submit at least five-separate subsistence support request utilizing the forms provided in **Annex L**.

a. Category K & P, (live cooking).

Teams must submit one request for each K&P category with the competitor's name. Your team members K&P categories will be on different days. Therefore, it is important that Team Captains **do not** submit a consolidated ration list for K& P categories.

b. Hot Food Kitchen Competitive Training Event. This must be a consolidated list.

c. Cold Food Table. This must be a consolidated list.

d. Student Skills Competitive Training Event. This must be a consolidated list.

e. Armed Forces Junior Chef of the Year. This must be a consolidated list.

3. The ration lists will be matched with the team's entries for accuracy (ex: If a team has three entries with beef tenderloin, the total amount is entered in the requested amount and each name and category is listed that the item is to be used for).

a. Follow the directions provided with the ration lists. It is acceptable to order a small amount of subsistence to practice with as long as it is reasonable. In order to purchase all items in a timely manner, ration requests need to be turned in on time – NLT 3 February 2014.

b. Be specific with all items being ordered in order to receive the correct item. i.e.: salmon – whole or fillets, scallops - bay or sea scallops – shrimp 21-30. If you know a source for hard to find items annotate the source on the ration list.

4. Each team will be required to have a designated ration person. This person will be annotated on the culinary team entry packet and will be the **ONLY** competitor allowed to request or receive rations from the ration room. This does not apply to the self-service ration store.

5. Team Managers must submit all of their ration requests from Annex H, no later than **3 February 2014**. This requirement will enable the Competitive Training Event staff to have an overview of rations required for the show. **New** for this year items required from the self service ration store (appendix 2-5) need to be included in team ration requests.

a. Team Managers will be required to submit **updated** ration requests prior to 14 February 2014. This is a courtesy for non-protein or high dollar items in the event they were left off the original list. Updates should be minimal and may be disapproved. Proteins items will not be added to any requests after 28 January 2014.

b. We request that you use your original list, submitted on **1 February 2014**, line through items you no longer require and add the new items required. Utilizing your original list is mandatory and our rations personnel will work to ensure compliance, while effectively supporting you.

6. All rations requested by competitors will be procured from Prime Vendor, the Fort Lee Commissary or designated local vendors.

7. The cost of the competitive training event continues to increase. To help keep the costs down a standardized protein list will be utilized this year. Culinary Show ration personnel will only purchase protein items on this list, Annex H, Appendix1. It is recommended that Team Managers / Captains review this list prior to designing their team dishes. New for this year, teams **will not be allowed** to change protein items if the product has already been ordered. This is a fiscal action and a result of lessons learned after the 2013 event.

Special Awards

- Best Team Exhibit, Categories A, B, C, D, E
- Special Judges Award, Artistic or Special effort (Individual)
- Best Entry, Contemporary Category K & P
- Military Hot Food Kitchen Challenge - 1st and runner up
- Army Enlisted Aide of the Year
- Armed Forces Chef of the Year
- Armed Forces Student Chef of the Year
- Military Masters Champion
- Nutrition Hot Food Challenge Team of the Year
- Student Skills Competitive Training Event Champions
- Culinary Team of the Year - 1st and runner up

Equipment List

Team Managers will be receiving the equipment listed on this form. All equipment will be in the team laboratories and signed for by the Team Manager. Any equipment not listed on this form will be furnished by the team from their installation.

Item	QTY	Item	QTY	Item	QTY
Hot Pad	12	Cutting Board	6	Tongs	6
Cooling Rack	6	60 Qt Pot	1	Sheet pan, sm	12
Scale, 5 lb	1	Sheet pan, lg	6	Mixer, 5qt	2
DFAC Trays	20	Mixing bowl, 3 qt	12	Trash Can	1

Equipment List