State of North Carolina
Department of Public Safety
Prisons

POLICY AND PROCEDURE

Chapter:	M
Section:	.0600
Title:	Food Management System (FMS)
Issue Date:	06/01/2020
Supersedes:	04/01/2013

.0601 GENERAL

The Food Management System (FMS) is a web-based automated food service system created by the Department of Information Technology – Public Safety section in consultation with the Food and Nutrition Management Department. The use of FMS by all facilities promotes consistent, standardized meal service for the North Carolina Department of Public Safety, Prisons. Use of FMS is mandatory for all food management operations.

.0602 PURPOSE

FMS is accessible to all food management employees via the Department of Public Safety Internal Web Page. Facility Food Service Managers/Supervisors are responsible for maintaining current census, accurate substitution records, religious menu accommodations, accurate facility data and facility set-up in FMS. FMS shall be used to forecast facility production needs based on current census information. Facility Food Service Managers are responsible for ensuring that staff have access to FMS and have been adequately trained to use the system.

.0603 PROCEDURES

FMS training is provided in the Food Management Comprehensive Training Program attended by all newly hired employees. Routine FMS training will be scheduled by the Region Dietitian on an as needed basis.

_____   June 1, 2020
Commissioner of Prisons   Date

M.0600_06_01_20