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## **RATIONS AND RATIONING.**

The purpose of this circular which has been prepared with the approval of the Ministry of Food is to assist all those in charge of the catering in hospitals, convalescent homes, and institutions caring for the sick or aged, in making the most of the rationed commodities that they are entitled to draw. Since these commodities form the basis of the daily dietary the importance of drawing them in full needs no stressing. If this goal is to be achieved, however, it is essential for the catering officer or other official in charge of the catering to know just what his entitlement is, and how he should claim it. It is hoped that the information given in the following pages will assist him in acquiring this knowledge.

This information falls into six sections:—

1. Ration Periods.
2. Ration Forms.
3. Basic Entitlements.
4. Tinned Fruit, Fish and Dried Fruit.
5. Non-Resident Entitlements.
6. Special Allowances, Rebates and Ration Returns.

### **1. RATION PERIODS.**

A knowledge of the break down of the year into ration periods is necessary, if the officer in charge of catering is to be familiar with the dates when the next issue of commodities will become available. This will enable the catering department to plan the various issues in relation to the current ration scale, and when necessary request the issue of a supplementary permit.

The following chart covers the periods to the end of the year 1952.

**KING EDWARD'S  
HOSPITAL FUND FOR LONDON**



**HOSPITAL CATERING ADVISORY SERVICE**

**RATIONS AND RATIONING**

Kin

**JUNE 1952**

**HOKF (Kin)**

<i>Week Commencing</i>	<i>Ration Week No.</i>	<i>4 Week Period No.</i>	<i>8 Week Period</i>
May 18th	1	Period No. 1	
„ 25th	2		
June 1st	3		
„ 8th	4		
„ 15th	5	Period No. 2	
„ 22nd	6		
„ 29th	7		
July 6th	8		
„ 13th	9	Period No. 3	
„ 20th	10		
„ 27th	11		
Aug. 3rd	12		
„ 10th	13	Period No. 4	
„ 17th	14		
„ 24th	15		
„ 31st	16		
Sept. 7th	17	Period No. 5	
„ 14th	18		
„ 21st	19		
„ 28th	20		
Oct. 5th	21	Period No. 6	
„ 12th	22		
„ 19th	23		
„ 26th	24		
Nov. 2nd	25	Period No. 7	
„ 9th	26		
„ 16th	27		
„ 23rd	28		
„ 30th	29	Period No. 8	
Dec. 7th	30		
„ 14th	31		
„ 21st	32		

## 2. RATION FORMS.

Do you know your permits ?

Examination of the forms in your possession will determine whether you are getting the full available entitlements.

The following are some of the documents with which you may be concerned:—

R.B.1.—Domestic Ration Book for adults, and is used for persons of 5 years of age or over.

R.B.2.—Domestic Ration Book for children of under 5 years of age.  
Forms R.B.3, R.B.4 and R.B.5 are now obsolete.

R.B.6.—Ration Book used by Seamen.

R.B.7.—Supplementary Ration Book for Expectant Mothers and is held in addition to the R.B.1 or Adult Domestic Ration Book.

R.B.8A.—Temporary Ration Card issued to members of the Forces on a 48-Hour Leave.

R.B.12.—Temporary Ration Card which is issued when the Domestic Ration Book has been lost or mislaid, or to persons on holiday or staying away from their normal place of residence. When issued certain sections of the normal Domestic Ration Book are usually cancelled.

In the larger establishments it is usually the practice to hold a number of Temporary Ration Cards R.B.12; these are requested from the Food Office and the total value of the entitlements deducted from the hospital's ration permits. These ration cards may be requested by individuals proceeding on leave, or to cover "days off."

R.B.12ABR.—Temporary Ration Card without Tea Coupon.

R.G.48.—Form attached to the Domestic Ration Book, allocating priority items for persons suffering from specified conditions.

R.G.50.—Form of medical certificate supplied by the Food Office which may be used when application is made for extra rations to be granted to a person suffering from certain conditions.

R.G.56.—Form used to record the daily number of meals and beverages served to non-residents. It covers a period of sixteen weeks.

W.F.16.—Form used to claim rebate on Milk supplied to children and expectant mothers under the Welfare Foods Scheme. Amount payable for other Welfare Foods obtained is deducted by Food Office.

W.F.17.—Form used for indenting for supplies of Welfare Foods supplied by the Ministry of Food.

C.P.2.—Form used as a wholesale buying permit for all rationed items except Meat and Tea.

In the case of Cooking Fat, Butter, Margarine, Sugar or Cheese, the quantities are written for a full eight-week period.

In the case of Bacon and Eggs (Priority), the quantities are weekly quantities.

In the case of Eggs (Non-Priority), the quantities are the number of eggs per allocation. Permits on Form C.P.2 (except those for eggs) are valid for a period of 8 weeks and for each succeeding period of 8 weeks.

A C.P.2 permit for eggs may be issued with effect from the beginning of any week.

C.P.2.T.—Form used as a wholesale buying permit for Tea.

E.A.2/S.A.2.—Form used as an authorisation for obtaining rationed items. The same form is used as a buying permit for Meat whether purchase is wholesale or retail. From 30th December, 1951, a new meat procedure will operate, and from 24th February, 1952, Form E.A.2/S.A.2 will no longer be used for meat. Form M.2 will take its place.

P.E.2.—Form used as a permit for the supply of Processed Egg.

P.S.P.2.A (CONF.).—This form is used as a permit for the supply of Cake from a manufacturer.

If the hospital wish to produce their own cakes, the permit can be exchanged for Form P.S.M.2 (a).

P.S.M.2 (a).—Which will allow them to draw Fat and Sugar in lieu of the cake permit. It also states the name of the nominated supplier of the fat and sugar. Dried Egg and Dried Fruit are also obtainable on this form when available.

O.F.241.—Form used for claiming Frying Media and should be dispatched direct to the Oil and Fats Distribution Officer. The amount of fat allocated is based on the amount authorised in the 12 months ending 17th June, 1950.

MISC.2.—Form issued as a supplementary ration permit for purchase by wholesale.

S.A.1.—Is the authorisation form issued for supplementary ration issues for purchase by retail.

E.G.C.3.—This form is the return stating the number of residents and the number of meals served to non-residents by the establishment during the period. It should be accurately completed and returned to the Food Office within seven days of the end of the period to which it is related, as failure to submit in time will cause delay in issuing new permits.

### 3. BASIC ENTITLEMENTS.

The basic entitlements of rationed commodities are as follows:—

Cooking Fat	-	-	2 oz.	per adult resident
Butter	-	-	4 oz.	„ „ „
Margarine	-	-	4 oz.	„ „ „
Cheese	-	-	2 oz.	„ „ „
Bacon	-	-	4 oz.	„ „ „
Sugar	-	-	8 oz.	„ „ „
Tea	-	-	2 oz.	„ „ „

(No ration on R.B.2  
(children under five))

Meat - - 1s. 4d. „ „ „  
(Half ration on R.B.2  
(children under five))

These basic entitlements are, however, re-valued from time to time by the issue of instructions to holders of buying permits on Form C.P.2 and/or authorisations on Form E.A.2/S.A.2, giving notice of changes to be made in the ensuing eight-week ration period,

*e.g.* Butter -  $\frac{3}{4}$  of the amount stated above  
Fats -  $\frac{9}{10}$ ths of the amount stated above

Other entitlements are as follows:—

**EGGS.**—These are not rationed but are issued by a system of allocation, one egg per resident being allowed for each allocation. The panel for non-priority eggs on Form C.P.2 and on the authorisation Form E.A.2/S.A.2 is divided into two parts, the panel marked—

O is the number of eggs per allocation.

A at certain periods of the year additional eggs are authorised for meals served to non-residents.

**DRIED EGG.** When available the amount of dried egg which may be obtained by hospitals is  $\frac{1}{2}$  oz. each four weeks for each resident. This is to be obtained from the nominated licensed shell egg suppliers. Where no nomination is received it will be assumed that the establishment does not wish to obtain this commodity. Establishments should lodge their P.E.2 with their supplier.  
*Non-Residents.* The amount of dried egg allowed for non-residents is  $\frac{1}{2}$  oz. each four weeks per 100 meals served during the eight-week period commencing 13th August, 1950 (Ration Period 4/5).

**BACON.**—The ration permit C.P.2 separates Bacon into three categories, namely, A, C and F.

A is the amount of ordinary bacon which can be drawn with the permit.

C is the amount that can be drawn in hams and is normally one-third the amount stated under A. (This issue is only available when Ministry of Food stocks permit.)

F is the amount of fat bacon which may be drawn; this amount is not part of the rationed bacon and is only available to Industrial Canteens.

**TEA.**—Persons over 70 years of age are entitled to extra tea (*e.g.*, at the present time, January, 1952, this extra amount is 1 oz). It should be claimed by stating on the return E.G.C.3 the number of persons over 70 that are included in the return.

**BONUS SUGAR.**—Bonus issues of sugar are allocated periodically; they are normally based on an allowance of 1 lb. per resident each four weeks. There were six special issues during 1951.

**DEEP FRYING MEDIA.**—An allowance of fat for frying purposes is allocated for each eight-week period. The allocation is based on the amount authorised in the 12 months ending 17th June, 1950. This allowance is based on 1 lb. per resident per eight weeks.

Each authorised establishment will receive a notification of its yearly allocation and will be asked to notify the Oil and Fats Distribution Officer of the amount they wish to obtain against this allocation each eight weeks. His office is in the Ministry of Food, Cork Street, London, W.1.

#### 4. TINNED FRUIT, FISH AND DRIED FRUIT.

The issue of tinned fruit, canned fish and dried fruit is by allocation on a unit voucher basis. The quantity and particular type of article allocated may vary with each allocation, dependent upon stocks held by the Ministry of Food, but the unit entitlement is based on the following:—

(a) *Tinned Fruit.* One unit for each of the average number of residents, plus one unit for every 200 main meals and one unit for every 1,600 other meals served to non-residents during the 16 weeks ended 22nd April, 1950.

The following is an example of the tinned fruit allocation for the eight-weekly period, commencing 2nd December, 1951:—

<i>Quantity</i>	-	68 Tins per 100 units
<i>Type</i>		
Peaches		
Apricots		
Pears	32 Tins of 28 oz. or 20 oz. each	
Mandarin Oranges		
Pineapple	36 Tins of 16 oz. or 11 oz. each	
Grapefruit		



- (b) *Canned Fish.* One unit for each of the average number of residents plus one unit for every 400 main meals and one unit for every 1,600 other meals served to non-residents during the 16 weeks ended 22nd April, 1950.

Typical allocation - 50 Tins of Fish per 100 units.

Two units per tin of sardines

Size  $\frac{1}{4}$  Clubs.

The sizes of tins usually used for canned fish are—

Salmon - 1s talls and flats

$\frac{1}{2}$ s and  $\frac{1}{4}$ s flats

Sardines - The Continental sizes are  $\frac{1}{4}$  club,  $4\frac{1}{2}$  oz. net and 30 mm.

- (c) *Dried Fruits.* One unit for each of the average number of residents plus one unit for every 200 main meals served during the 16-week period ended 19th May, 1951.

For the period commencing 4th November, 1951, fruit will consist of as near as possible the following proportions:

Sultanas - 48 per cent.

Currants - 39 per cent.

Raisins - 13 per cent.

As a guide, 100 units will on this occasion equal 60 lbs. of fruit.

## 5. NON-RESIDENT ENTITLEMENTS.

The actual quantity of rations that may be obtained is determined by the figures returned on the Form E.G.C.3. It is therefore important that an accurate record should be kept of all meals and beverages served to non-residents, as the ration entitlement is based on the type of meal and meal attendance.

The Meal Attendance Book or document should contain the following headings:—

Breakfasts	Main Meals	Light Meals	Beverages
and the numbers served should be filled in at the time of the meal or at least daily.			

The definitions of each meal are:—

“Breakfast Meal” means a substantial meal, served during the normal breakfast period; for example, a meal including porridge, breakfast cereal, fish, bacon, egg or sausage. A meal which includes only bread, toast, butter, margarine or preserves is a light meal, not a breakfast.

“Main Meal” means a meal, except breakfast, at which is served a course containing a portion of meal, fish, poultry, game or eggs, or a correspondingly substantial dish which is accompanied by—

(a) a helping of potatoes or other vegetables (including salads); or

(b) one or more courses.

“Light Meal” means any meal other than a main meal or breakfast as defined above.

“Hot Beverage” means a hot beverage in which added sugar is customarily consumed, whether served alone or with a meal; it does not mean any spirituous beverage.

TABLE OF ALLOWANCES FOR NON-RESIDENTS  
RELATED TO THE DOMESTIC RATION

<i>One Domestic Adult Ration</i>		<i>Normal Catering or Non-Resident</i>
Butter		
Margarine		
Cooking Fat	Fats	28 Meals
	Sugar	64 Meals or 64 Hot Beverages
	Cheese	28 Meals
	Tea	35 Hot Beverages
	Bacon	14 Breakfasts or 28 Main Meals or 112 Light Meals
	Meat	14 Main Meals

6. SPECIAL ALLOWANCE, REBATES AND RATION  
RETURNS.

(a) SPECIAL ALLOWANCES.

(i) *Students.* Students resident in hospitals, either nurses or medical students under the age of 21 are entitled to additional allowances of meat, fats, bacon cheese and sugar.\* These allowances are calculated at the rate of five additional main meals weekly for each student, and should be entered on the return E.G.C.3.

\*See Food Office Circular No. 2175 3/2/48.

(ii) *Babies* between six months and two years of age have a priority allowance of eggs, at the rate of 3 eggs per week.

(iii) *Children 5-18 years.* Rations in respect of school meals should be claimed for long-stay patients of school age; these children

are entitled to draw rationed items for five main meals weekly on a non-resident basis in addition to their normal ration. This is claimed by adding to the E.G.C.3 return five main meals weekly, with the numbers of main meals served to non-residents.

(iiia) Institutions for Children are entitled to draw rationed items for five main meals on a "School Meals Allowance" in addition to their normal ration.

(iv) *Expectant Mothers* are entitled to one and-a-half times the normal adult allowance of meat. They are also allowed twice the normal adult allowance of eggs.

(v) *Establishments for Vegetarians and Orthodox Jews.* A special allowance of vegetable margarine is provided equivalent to the normal margarine allowance; this is drawn in lieu of bacon. Vegetarians are entitled to draw a special allowance of cheese in lieu of meat.

(vi) *People over 70.* Persons over 70 years of age are entitled to a special allowance of tea. It should be claimed by stating on the E.G.C.3 the number of persons over 70 included in the return.

(vii) *Cake and Flour Confectionery.* Hospitals are entitled to claim on Form P.S.P.2.A an allowance of sugar and fats for cake-making. The combined allowance of sugar and fats is at the scale of:—

9 lb. per 100 residents

8½ lb. per 1,000 light meals served to non-residents.

Establishments registered with the Ministry for priority supplies of sugar and fats for making cake and flour confectionery may now obtain supplies of ready-made cake and flour confectionery.

#### (b) RATION RETURNS.

As already mentioned, Form E.G.C.3 is the document returned to the Food Office recording an accurate statement of the catering at the establishment during the 16-week period to which it refers.

These forms are usually circulated towards the end of a 16-week period but may be obtained at the beginning of each 16-week period if desired, in order to fill in the details of meals as the information becomes available.

The E.G.C.3 is divided into four sections:—

Section I.—In this section the establishment records the number of Tea coupons collected from residents and surrendered to the Food Office with the form.

Section II is for use by Industrial Canteens.

Section III is a weekly statement of meals and hot beverages served to non-residents and the number of residents for the 16 weeks.

Section IV is for use by the Food Office.

Forms E.G.C.3 are due at the local Food Office within seven days of the period to which they relate. Failure in submitting them in time leads to delay in issuing permits and it is in the interest of the establishment that the returns reach the Food Office promptly.

Establishments are reminded that the Food Rationing (General Provisions) Order 1950 requires that they should keep a record of stocks of rationed foods and of quantities of rationed food obtained, in addition to the daily record of meals and hot beverages served. All records including substantiating documents such as invoices are required to be kept for a period of not less than twelve months.

#### CHANGE OF SUPPLIER.

Establishments will be allowed to change their suppliers for tea, cooking fat, margarine, cheese, sugar, bacon and shell eggs, as well as meat and processed egg, with effect from—

20th April, 1952	-	Ration Period No. 13	1951/52
10th August, 1952	-	„ „	No. 4 1952/53
30th November, 1952	-	„ „	No. 8 1952/53

The Ministry of Food must be informed eight weeks prior to the commencement of the ration period when a change of supplier is desired.

1. The first part of the document is a list of names and dates.

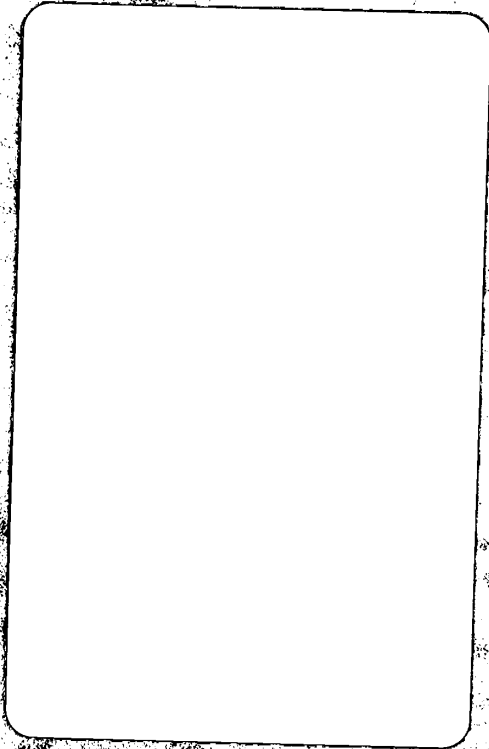


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