

**OKLAHOMA STATE DEPARTMENT OF EDUCATION  
CHILD NUTRITION PROGRAMS  
SUMMER FOOD SERVICE PROGRAM**

**MEAL DISALLOWANCE PROCEDURE**

In accordance with the United States Department of Agriculture (USDA) Summer Food Service Program regulations 7 CFR Part 225.11(e) (2), "If the State agency observes meal service violations during the conduct of a site review, the State agency shall disallow as meals served to children all of the meals observed to be in violation". The Oklahoma Department of Education uses the following procedures for meal disallowance:

1. Inform the Site Supervisor and Sponsor of the violation.
2. Disallow the meals that were in violation (complete the Notification of Disallowed Meals/Fiscal Action).
3. Inform the Site Supervisor and Sponsor to not claim those meals on the Daily Meal Count.
4. Enter the violation in the operational weaknesses on the review instrument.
5. Complete the Notification of Findings that Require a Corrective Action Plan.
6. Provide the Appeal Rights to the Sponsor.