



DEPARTMENT OF THE ARMY
UNITED STATES ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, US ARMY GARRISON, PRESIDIO OF MONTEREY
1759 LEWIS ROAD, SUITE 210
MONTEREY, CA 93944-3223

REPLY TO
ATTENTION OF

IMPM-ZA

JAN 10 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum #9, Motorcycle Safety Training and Motorcycle Registration

1. References:

- a. Department of Defense Instruction (DODI) 6055.4, DOD Traffic Safety Program, 20 April 2009, Incorporating Change 1, 2 April 2010.
- b. AR 190-5, Motor Vehicle Traffic Supervision, 22 May 2006.
- c. AR 385-10, The Army Safety Program, Rapid Action Revision, 4 October 2011.
- d. POM Regulation 190-5, Military Police Presidio of Monterey Traffic Policy, 18 March 1997.

2. Purpose: To establish the United States Army Garrison, Presidio of Monterey (USAG, POM) policy on motorcycle safety training and registration.

3. Applicability: This policy applies to all Service Members (SM) who operate or plan to operate a motorcycle on or off the installation. The registration and Personal Protective Equipment (PPE) requirements apply to all SMs, Family Members and DoD employees who plan to register and operate a motorcycle on the POM and Ord Military Community (OMC). This policy does not supersede requirements of the California Department of Motor Vehicle Code, which may be more stringent.

4. Proponent: The proponent for this policy is the Garrison Safety Office (GSO), at (831) 242-6507 or email at al.j.morrissey@us.army.mil. The proponent for motorcycle registration on the USAG, POM is the Directorate of Emergency Services (DES) Police Department (PD) at (831) 242-7731. This policy supersedes the previous policy memorandum dated 20 January 2011.

5. Policy:

- a. SM will be required to complete an approved motorcycle safety training course prior to operation of motorcycles, on or off post and on or off duty. All civilian personnel or contracted laborers that are properly licensed to ride a motorcycle will not be required to complete Motorcycle Safety Foundation (MSF) training or prove that they have taken other motorcycle training in order to operate a motorcycle on the installation.

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b. Tenant and service unit Commanders are not authorized to waive or defer the training.

c. Any SM assigned or attached to the USAG, POM or other tenant commands who operate a motorcycle on USAG, POM or OMC, to include government owned motorcycles, will successfully complete a MSF based rider safety course or present documentation of previous attendance. Commanders are not restricted from requiring additional motorcycle safety training for their SM.

d. The Army Progressive Motorcycle Program is designed to consistently keep motorcycle operator training of Soldiers current and sustain or enrich rider skills. The program consists of the following MSF based courses: Basic Rider Course (BRC), Experienced Rider Course (ERC), Military Sport Rider Course (MSRC) and Motorcycle Refresher Training (MRT).

(1) All motorcycle operators must complete the BRC as a prerequisite for enrolling in ERC or MSRC. Additionally, based on the type of motorcycle(s) owned and operated, Soldiers must complete either the ERC or MSRC within 12 months of completing the BRC.

(2) The MRT will be provided for any (motorcycle licensed and endorsed) Soldier owning the motorcycle and returning from a deployment greater than 180 days. The MRT will be conducted prior to any Soldier operating his or her motorcycle on a public or private street or highway with the exception of riding to the training site or location.

(3) Motorcycle sustainment training. Based on the type of motorcycle owned or operated, Soldiers are required to complete motorcycle sustainment training every 3 years, which consists of, at a minimum, retaking an ERC or the MSRC. A Soldier can meet the sustainment training requirement, at no expense to the government, by taking an Army approved advanced level motorcycle course.

e. The GSO offers the BRC, ERC and MSRC free of charge, to SMs and active-duty Reservists assigned or attached to USAG, POM or other tenant commands. The MSF courses will be offered to DoD Civilians who are required to operate a motorcycle as part of their job description.

f. Personnel who operate privately owned All Terrain Vehicles (ATVs) or off road motorcycles are highly encouraged to complete an appropriate operator safety training course, but it will be at their own expense.

g. USAG, POM DES law enforcement and security personnel will ensure all motorcycle operators (SMs, Family Members and DoD employees), when entering the installation, are

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properly licensed. Motorcycle operators and passengers must wear the required personal protective equipment (PPE).

h. SMs operating a motorcycle will carry in their possession a valid proof of completion (MSF card) of motorcycle training. All personnel shall have in their possession a current driver's license, proof of insurance and registration at all times while operating a motorcycle. These documents are subject to inspection at all Access Control Points (ACP) and upon demand by law enforcement while on the USAG, POM and OMC under the jurisdiction of POM PD. Failure to show proof is subject to denial of entry at ACPs on USAG, POM.

i. All personnel registering a motorcycle on the installation must:

- (1) Have a valid and current state motorcycle driver's license.
- (2) Show proof of insurance.
- (3) Comply with PPE requirements.
- (4) SM will provide proof of completion (MSF card) of motorcycle training.

6. Motor vehicle equipment:

a. When operating on the USAG, POM or OMC, in both on and off road modes, all Government owned or privately owned motorcycles, mopeds, motor scooters and ATVs (when equipped) must have headlights turned on at all times.

b. Motorcycles will be equipped with both a left hand and right hand view mirror mounted on the handlebar or fairing.

7. The following motorcycle PPE shall be worn by SMs at all times on or off the installation:

a. Helmets. Shall be certified to meet Department of Transportation (DOT) Federal Motor Vehicle Safety Standard No. 218, United Nations Economic Commission for Europe Standard 22-05, British Standard 6658 or Snell Standard M2005 in accordance with DODI 6055.04, April 20, 2009.

b. All helmets must be properly fastened under the chin.

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c. Eye Protection. Designed to meet or exceed ANSI Z87.1, reference (z) for impact and shatter resistance includes goggles, wraparound glasses, or a full-face shield (properly attached to a helmet). A windshield or fairing does not constitute eye protection.

d. Foot Protection. Any sturdy over-the-ankle footwear that affords protection for the feet and ankles (durable leather or ballistic-type cloth athletic shoes that cover the ankles may be worn).

e. Protective Clothing. A long-sleeved shirt or jacket, long trousers and full-fingered gloves or mittens made from leather or other abrasion-resistant material. Motorcycle jackets and pants constructed of abrasion-resistant materials such as leather, Kevlar®, or Cordura® and containing impact-absorbing padding are strongly encouraged. Riders are encouraged to select PPE that incorporates fluorescent colors and retro-reflective material.

f. All PPE requirements applicable to motorcycles remain applicable to three-wheeled variants.

g. All DoD Civilians, Family Members and their passenger are required to comply with PPE requirements when operating a motorcycle on POM or in the jurisdiction of OMC.

h. During off-road operations, operators and riders must use additional PPE such as elbow, knee and shin guards.

8. Motorcycle safety training registration:

a. The GSO manages and administers motorcycle safety training through the Army Traffic Safety Training Program (ATSTP) and the Army IMCOM Registration System (AIRS).

b. SMs (Army, Air Force, Navy and Marine Corps) assigned or attached to the USAG, POM or other tenant commands and authorized DoD civilians must register for motorcycle safety training through AIRS. This web-based registration system application is capable of searching and browsing ATSTP courses. All personnel must obtain approval from their Chain of Command/Supervisor prior to registering in AIRS for any course.

c. To register, enter <http://www.imcom.army.mil/hq/organization/safety/> in your web browser to open the IMCOM Safety home page. Students must first click on the “*U.S. Army Traffic Safety Training Program, online course registration*” link in the center of the page. A drop-down menu will display on the screen.

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- (1) Select "West" from the Region drop down button on the top left of the screen.
- (2) Select "Presidio of Monterey" from the Garrison drop down button on the top center of the screen.
- (3) Select the course you wish to enroll in (BRC, ERC or MSRC) from the Courses drop down button on the top right of the screen. The Presidio calendar will display all available courses on the screen.
- (4) To select a course, click on the blue text for the course date you would like to attend and complete the registration by filling in the required fields. You must provide a valid email address for contact and also your Unit Leader/Supervisor's email address. Once you have completed registration, the GSO will review your request and confirm your seat. A notification of confirmed registration will be emailed to both you and your Unit Leader/Supervisor.
- (5) Classes with open seats will display the course text in blue; classes dates that are full will display the course text in red; if you select a class date that has already been filled, the following message will display "This course is currently full, please contact the administrative point of contact (POC) to see if you may still attend Tel: (831) 242-6332". You can either contact the POC to find out if a seat has opened in the class date you selected or you can select another class date.

d. When SMs or eligible DoD civilians receive confirmation of class enrollment, the course training sites become their appointed place of duty for the specified dates/times. All students are responsible for obtaining transportation to and from the training site. Late arrivals, no-shows or cancellations with less than 72 hours notice will not be tolerated. SMs who fail to report to class at designated dates/times will be reported to their Commanders for disciplinary action. Failure to show for a scheduled course because of illness or other verified emergencies is permitted with a written justification from the service unit's Commander.



JOEL J. CLARK
COL, SF
Commanding

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