

**BY ORDER OF THE COMMANDER
439TH AIRLIFT WING**

**439TH AIRLIFT WING INSTRUCTION 91-
207**



29 JULY 2010

Safety

**MOTORCYCLE TRAFFIC SAFETY
PROGRAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive (AFPD) 91-2, Safety Programs. It establishes procedures to prevent or reduce the frequency and severity of motorcycle mishaps involving Air Force personnel. It applies to all Department of Defense (DoD) personnel and Nonappropriated Fund (NAF) civilian personnel operating a motorcycle, motor scooter or moped on this installation. This instruction does not apply to tenant units, which are required to fund their own motorcycle safety-training program. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, Management of Records, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-af61a/afrims/afrims/>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, Recommendation for Change of Publication; route AF Form 847 to 439 AW/CC, 100 Lloyd Street, Box 63, Westover ARB, MA 01022-1825.

SUMMARY OF CHANGES

Paragraph 3.3. has been changed to read: or moped on this installation are encouraged to. Deletes the requirement for motorcycle proof of ownership, paragraph 4.1.2. In paragraph 4.2., documents has been changed to document. Adds statement to paragraph 4.5. regarding providing proof of course completion within 30 days or by 30 September of the year taken to meet fiscal year requirement. Paragraph 5.3., Provide Wing Safety with motorcycle(s) make, model, and engine size for tracking purposes, has been added. Paragraphs 5.4. and 5.5. have been re-numbered. An asterisk (*) indicates newly revised material.

1. General.

1.1. The term “motorcycle” used in this instruction includes all motorized two wheeled vehicles to include motor scooters, mopeds and motorbikes. These vehicles will have all equipment mandated by the State Department of Motor Vehicles in the state of registration.

1.2. Motorcycle Safety Classes. The classes required for registration are as follows:

1.2.1. Course IVA. Motorcycle Rider Course, Riding Street Skills (MRC: RSS), produced by the Motorcycle Safety Foundation (MSF). The course provides instruction in defensive riding techniques, use of personal protective equipment, and related subjects essential for safely operating a motorcycle. Additionally, the course provides hands-on training and evaluation. Course IVA has a minimum of seven hours classroom instruction and eight hours of hands-on training and evaluation and is designed for the novice rider.

1.2.2. Course IVB, Experienced Rider Course. Course IVB has a minimum of four hours of classroom and four hours of hands-on training. The course is designed for riders with at least 5,000 miles of riding experience.

2. Responsibilities.

2.1. The 439th Airlift Wing (439 AW) Ground Safety Manager (GSM) establishes the local traffic safety education program. The GSM implements programs to ensure all mandated motorcycle safety training is accomplished before operating motorcycles, motor scooters, or mopeds on this installation.

2.2. Wing Safety personnel will assist in locating sources of mandated training to include course content and certification of instructors.

3. Motorcycle Safety Program.

3.1. All Air Force military personnel who operate a motorcycle (on-off duty, on a Department of Defense (DOD) installation, and regardless of the member’s decision to register their vehicle on a DOD installation) are required to attend or to have attended an approved motorcycle rider’s safety course.

3.2. All DoD and NAF civilian personnel wishing to register a motorcycle, motor scooter, or moped on this installation must complete a MSF approved Beginning Rider or Intermediate Rider Course. This course must be completed before the member will be allowed to operate their vehicle on base. This course will be offered at no cost to the individual.

3.3. Retired personnel, dependents, and contracting personnel wishing to operate a motorcycle, motor scooter, or moped on this installation are encouraged to complete an approved MSF course at their own expense prior to registration and operation on base.

4. Procedures for Registration.

4.1. Any authorized person wishing to attend a MSF course at the expense of the government must furnish to Wing Safety the following information prior to making any commitment:

4.1.1. Motor vehicle operators permit indicating a motorcycle endorsement, if applicable.

4.2. Once the above document has been approved by Wing Safety, personnel will be given information to attend an approved MSF school.

4.3. Wing Safety will provide:

4.3.1. School name and location.

4.3.2. Course fees. (The government will not expend additional funds for use of school motorcycles when the use of the personnel's motorcycle is an option of the school.)

4.3.3. Class schedule.

4.3.4. School accreditation.

4.4. Personnel should ensure completion of the course is done by the end of July each year.

4.5. It is the responsibility of personnel to provide Wing Safety a copy of the receipt and course completion card as proof of course completion within 30 days or by 30 September of the year taken to meet fiscal year requirement.

5. Procedures for Reimbursement.

5.1. Personnel provide Wing Safety a copy of the course completion card.

5.2. Have a copy of the receipt.

5.3. Provide Wing Safety with motorcycle(s) make, model, and engine size for tracking purposes.

5.4. Upon presentation of the above items, Wing Safety will issue the Standard Form 1164, Claim for Reimbursements for Expenditures on Official Business, to the individual for reimbursement.

5.5. The government will pay for only one course for each personnel. If personnel should fail their first attempt to complete the course, it is the responsibility of personnel to pay for any additional course requirements necessary for course completion.

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