

**BY ORDER OF THE COMMANDER
21ST SPACE WING**



AIR FORCE MANUAL 31-116

**21ST SPACE WING
Supplement**

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Security

**AIR FORCE MOTOR
VEHICLE TRAFFIC SUPERVISION**

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This manual assigns responsibilities and establishes procedures for motor vehicle traffic supervision on Peterson Air Force Base and Cheyenne Mountain Air Force Station areas. It applies to individuals at all levels, including the Air Force Reserve and Air National Guard, except where noted otherwise. This publication may be supplemented at any level, but all supplements must be routed to the Office of Primary Responsibility listed above for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the Office of Primary Responsibility listed above using the Air Force Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate chain of command. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See Air Force Instruction (AFI) 33-360, *Publications and Forms Management*, Table 1.1 for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System Records Disposition Schedule. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

SUMMARY OF CHANGES

This document has been substantially revised and need to be completely reviewed. Major changes include the consolidation of previous supplements applicable to Peterson Air Force Base (PAFB) and Cheyenne Mountain Air Force Station (CMAFS).

1.3.1. **(21 SW Added)** 21 SW/CC delegates the authority under this manual to the 21st Mission Support Group Commander (21 MSG/CC) and 21st Mission Support Group Deputies (21 MSG/CD and 21 MSG/DD). This authority includes the suspension, revocation, and modifications of base driving privileges, as well as the rebuttal authority. The representatives may also be referred to as "approval authorities."

1.4. (21 SW Added) General. This serves as the Peterson AFB and Cheyenne Mountain AFS Motor Vehicle Traffic Code and constitutes a realistic traffic control program aimed at providing maximum safety for all residents, employees, and visitors of this installation. The realization of this aim requires strict observance and enforcement of this code. Careless, indifferent, or irresponsible operation of motor vehicles will not be tolerated. Drivers who demonstrate by their own actions that they constitute a menace to themselves and others must be denied the privilege of operating motor vehicles on PAFB/CMAFS. Only administrative actions (reprimand, assessment of points, loss of on-installation driving privileges, or other actions) will be initiated against Service members for off-installation violations of this traffic code.

1.4.1. **(21 SW Added)** This instruction specifically adopts portions of the Colorado Revised Statutes (CRS) and Colorado Springs local ordinances. Although not restated in full in this instruction, provisions of the CRS pertaining to motor vehicle and pedestrian traffic laws which are not addressed herein, are expressly adopted and made applicable to PAFB/CMAFS.

1.4.2. **(21 SW Added)** Criminal violations of the CRS are assimilated by the installation under U.S.C. Title 18, Section 13, and Department of Defense Directive (DoDD) 5525.4, *Enforcement of State Traffic Laws on DoD Installations*. Violations of CRS may result in prosecution before local civil authorities.

1.4.3. **(21 SW Added)** Implied consent to blood, breath, or urine tests. Persons who drive on the installation shall be deemed to have given their consent to evidential tests for alcohol or other drug content of their blood, breath, or urine when lawfully stopped, apprehended, or cited for any offense allegedly committed while driving or in physical control of a motor vehicle on military installations to determine the influence of intoxicants.

1.4.3.1. **(21 SW Added)** A person subject to chemical tests, as stated above may request that an additional test be done privately. The person may choose a doctor, qualified technician, chemist, registered nurse, or other qualified person to do the test. The individual must pay the cost of the test. The test must be a chemical test approved by the State of Colorado, and will be completed as soon as possible, with any delay being noted on the results.

1.4.3.2. **(21 SW Added)** The individual is responsible for making all arrangements. If the individual fails to or cannot obtain any additional test, the results of the tests that were done at the direction of a law enforcement official are valid and may still be used to support actions under separate regulations and the UCMJ.

1.4.4. **(21 SW Added)** All operators of U.S. Government vehicles will comply with State and local traffic laws when operating U.S. Government vehicles on or off the installation.

2.1.1. **(21 SW Added)** Driving on PAFB/CMAFS is a privilege granted by 21SW/CC. Drivers who fail to comply with applicable traffic laws and instructions while driving within the legal boundaries of PAFB/CMAFS may have their driving privileges suspended or revoked.

2.1.2. **(21 SW Added)** International driver's licenses are recognized and accepted on PAFB/CMAFS, IAW the state laws of Colorado.

2.1.2.1. **(21 SW Added)** Foreign operators must carry their driver's license from their home country. International driver's licenses are valid IAW the state laws of Colorado.

2.1.2.2. **(21 SW Added)** Personnel returning from an overseas assignment with an international driver's license must obtain a valid U.S. driver's license IAW the state laws of Colorado.

2.2.3. **(21 SW Added)** 21 SFS is responsible for traffic enforcement on PAFB/CMAFS; however, due to PAFB/CMAFS's jurisdiction, local law enforcement personnel (i.e., El Paso County Sheriff's Office (EPSO), Colorado Springs Police Department (CSPD), Colorado State Police (CSP), etc.) may be authorized, by law, to assist with traffic enforcement. Facility parking wardens are the only other individuals authorized to issue traffic citations on PAFB/CMAFS.

2.2.3.1. **(21 SW Added)** Installation SFS personnel may conduct traffic stops, inspections (entry point checks), and searches of any vehicle on PAFB/CMAFS, including at installation entry control points, as well as restricted and controlled areas and their respective entry control points, for reasons specified in this instruction, and other governing directives, or if they believe the vehicle is unsafe or not properly equipped, as required by law. If a 21 SFS member determines a vehicle is in such condition that further operation would be hazardous, the vehicle will be driven to the nearest garage, place of safety, or immediately removed from PAFB/CMAFS. Should an installation entry controller detect a serious or hazardous violation, the vehicle will be denied entry to PAFB/CMAFS.

2.2.3.2. **(21 SW Added)** Stops and inspections of POVs within PAFB/CMAFS, other than at restricted areas or at an installation gate, are authorized only when there is a reasonable suspicion of criminal activity, or a violation of a traffic regulation, or as directed in this instruction, and other governing directives.

2.2.3.3. **(Added) 21SW)** At the time of stop, the driver and occupants are required to display all pertinent documents, including but not limited to the following:

2.2.3.3.1. **(21 SW Added)** Documents that establish the identity and status, for example, CAC; DD Form 1173 (United States Uniformed Services Identification and Privilege Card); DA Form 1602 (Civilian Identification); AF Form 354 (Civilian Identification Card); DBIDS pass; or other identification.

2.2.3.3.2. **(21 SW Added)** Proper POV registration documents.

2.2.3.3.3. **(21 SW Added)** Authorization to operate a Government vehicle, if applicable.

2.2.3.3.4. **(21 SW Added)** Driver's license, OF 346, or AF Form 2293 valid for the particular vehicle and area of operation.

2.2.3.3.5. **(21 SW Added)** Proof of insurance.

2.2.3.4. **(21 SW Added)** Installation inspections (entry point checks) will be conducted in accordance with AFMAN 31-201V3, *Flight Operations*, as well as AFI 31-101, *Integrated Defense*, and PAFB/CMAFS's Integrated Defense Plans.

2.2.3.5. **(21 SW Added)** Vehicle searches for the purpose of examination to uncover evidence of a crime or criminal intent will be conducted in accordance with AFI 31-218, *Motor Vehicle Traffic Supervision* and AFI 31-118, *Security Forces Standards and Procedures*. Probable cause searches require authorization of the military magistrate.

2.2.3.6. **(21 SW Added)** Consult with 21 SW/JA with additional questions pertaining to stops, inspections, and searches.

2.2.3.7. **(21 SW Added)** Traffic violators on PAFB/CMAFS will be cited by DD Form 1408, *Armed Forces Traffic Ticket*, as appropriate, and at the discretion of the on-scene patrolman.

2.3.1. **(21 SW Added)** 21 SFS works with 21 FSS to ensure the Implied Consent laws and consequences of abandoned personal property (vehicles) are outlined as part of the installation's newcomer's briefings. In the event 21 SFS does not present information at the briefings, they may be incorporated into briefings provided by other organizations, such as 21 SW/SE.

2.4.1. **(21 SW Added)** PAFB/CMAFS unit commanders must include the consequences when personal property is abandoned during familiarization and indoctrination training into their units. Additionally, unit commanders must ensure personal effects are cleared prior to individuals departing on permanent change-of-station orders.

2.4.2. **(21 SW Added)** The DFC is designated as the impoundment authority. The 21 SFS Investigations Section (S2) has been delegated approval authority for the purpose of contacting a towing company for vehicle impoundment on PAFB/CMAFS. On-duty 21 SFS flight chiefs, with concurrence of 21 SFS/S3 will contact S2 in order to obtain approval to tow vehicles. For processing procedures not listed in this supplement, refer to AFI 31-218, *Motor Vehicle Traffic Supervision* and 21 SFS local operating instructions.

2.5.1.2.1. **(21 SW Added)** Operating a motor vehicle with a BAC or BrAC level standard of .01 or higher, while under the legal alcohol consumption age is a reason for suspension.

2.5.1.3.1. **(21 SW Added)** Operating a motor vehicle with a BAC or BrAC level of .05 but less than .08 may constitute driving while ability impaired (DWAI) and is a basis for suspension.

2.5.1.4.1. **(21 SW Added)** In cases of multiple suspensions or revocations, the periods will run consecutively.

2.5.1.5. **(21 SW Added)** Immediate suspension of installation driving privileges pending resolution of an intoxicated driving incident is authorized for active duty military personnel, family members, retired members of the military services, DOD civilian personnel, and others with installation driving privileges, regardless of the geographic location of the intoxicated driving incident. Suspension is authorized for non-DOD affiliated civilians only with respect to incidents occurring on the installation or in areas subject to military traffic supervision. After a review of available information, installation driving privileges will be immediately suspended pending resolution of the intoxicated driving accident in the below circumstances.

2.5.1.5.1. **(21 SW Added)** Refusal to take or complete a lawfully requested chemical test to determine contents of blood for alcohol or other drugs.

2.5.1.5.2. **(21 SW Added)** Operating a motor vehicle with a blood alcohol content (BAC) of 0.08 percent by volume (0.08 grams per 100 milliliters) or higher or in violation of the law of the jurisdiction that is being assimilated on the military installation.

2.5.1.5.3. **(21 SW Added)** Operating a motor vehicle with a BAC of 0.05 percent by volume but less than 0.08 percent blood alcohol by volume in violation of the law of the jurisdiction in which the vehicle is being operated if the jurisdiction imposes a suspension solely on the basis of the BAC level (as measured in grams per 100 milliliters).

2.5.1.5.4. **(21 SW Added)** Operating a motor vehicle with a BAC of 0.05 percent by volume but less than 0.08 percent blood alcohol by volume and evidence suggests the individual was operating a motor vehicle while impaired (DWAI).

2.5.1.5.5. **(21 SW Added)** Operating a motor vehicle with a BAC or BrAC level standard of .01 or higher, while under the legal alcohol consumption age is a reason for automatic suspension. Refer to AFI 31-218(I) 2-4.a.(3)(a)(b)(c)(d) for additional guidance.

2.5.1.5.6. **(21 SW Added)** On an arrest report or other official documentation of the circumstances of an apprehension for intoxicated driving.

2.5.3. **(21 SW Added)** Suspensions/Revocations originating from other installations. Suspensions and revocations issued by another installation or service component may be honored by PAFB/CMAFS by routing an independent request; however, PAFB/CMAFS will maintain their own suspension and revocation rosters.

2.5.4. **(21 SW Added)** Inbound and outbound personnel with current suspensions/revocations. Upon notification of an inbound or newly arrived individual with suspended or revoked driving privileges, the S5R will notify the individual's gaining unit commander. For suspension actions, a request to suspend the privileges locally will be routed to the approving authority. Revocation actions already apply to all DoD installations. Individuals will be added to the Suspension/Revocation/Debarment (SRB) through the Air Force Justice Information System (AFJIS) and the Defense Biometric Identification System (DBIDS), as required. S5R, through the virtual Military Personnel Flight (vMPF) out-processing checklist, will follow procedures established in existing guidelines for forwarding suspension and revocation records to gaining units during reassignment.

2.5.5. **(21 SW Added)** Administrative Due Process for Suspensions and Revocations. Guidelines contained in **Table 1** are not all-inclusive and the approval authority may determine periods of suspension and revocation considering relevant circumstances on a case-by-case basis. In cases where mandatory periods of suspension or revocation apply and conflicts occur, refer to AFI 31-218, which will take precedent.

Table 1. Administrative Due Process for Suspensions and Revocations.

| VIOLATION | SUSPENSION or REVOCATION PERIOD | SUBSEQUENT VIOLATIONS (with 24 months) |
|--|--|---|
| Careless Driving | 60 day suspension | 6 month suspension |
| Cell Phone While Driving—Use of a cell phone while vehicle is not safely parked or without the use of an approved hands- free device | 30 day suspension | 60 day suspension |
| Chemical Test - Refusal to submit to, or failure to complete, chemical test for the presence of alcohol, drugs, or other intoxicating substance | IAW AFI 31-218, not less than 1-year revocation. | 2 year revocation |
| Commission of an offense in another State which, if committed on the installation, would be grounds for suspension or revocation. | 6 month suspension <i>See AFI 31-218</i> | 1 year revocation |
| Distracted Driving (Other) – As defined under the Terms portion of this instruction, when accompanied by another driving offense | 30 day suspension | 60 day suspension |
| DUI/DWI/DUID - Driving or being in actual physical control of a motor vehicle while under the influence of intoxicating liquor (0.08% or greater on DOD installations; violation of civil law off installation) Driving a motor vehicle while under the influence of any narcotic, or while under the influence of any other drug (including alcohol) to the degree rendered incapable of safe vehicle operation. | 1 year revocation is mandatory on conviction. <i>See AFI 31-218</i> | 2 year revocation |
| Driving or being in actual physical control of a motor vehicle with a BAC or BrAC level standard of .01 or higher, while under the legal alcohol consumption age (unless otherwise processed as a DUI/DWI/DUID, etc.) | 1 year suspension | 1 year revocation |
| DWAI - Driving While Ability Impaired | 6 months suspension | 1 year suspension |
| Fleeing, or attempting to elude, a police officer, upon conviction | 6 month suspension <i>See AFI 31-218</i> | 1 year revocation |
| Felony - Use of a motor vehicle in the commission of a felony | 1 year revocation is mandatory on conviction. <i>See AFI 31-218</i> | 2 year revocation |
| Fleeing the scene of an accident involving death or personal injury (hit and run), upon conviction | 1 year revocation <i>See AFI 31-218</i> | 2 year revocation |

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|--|---|---|
| Handicap - Misuse of handicap parking spot | 14 day suspension | 30 day suspension |
| Hit and Run - Failure to report, failure to report to police, and leaving the scene of an accident involving less than disabling damage | 30 day suspension | 1 year revocation |
| Hit and Run - Failure to report, failure to report to police, and leaving the scene of an accident involving death, personal injury, or disabling damage | 1 year revocation | 2 year revocation |
| Impairment, Mental or Physical (not including alcohol or other drug use) to the degree rendered incompetent to drive. | 6 month suspension <i>See AFI 31-218</i> | 1 year revocation |
| Insurance - Failure to provide proof of insurance (valid at the time of the traffic stop) within 7 calendar days of issue | 30 day suspension | 6 month suspension |
| License - Driving while driver's license or installation driving privileges are under suspension, revocation, or cancelled | 2 year revocation <i>See AFI 31-218</i> | 2 year revocation |
| License - Driving without a valid licenses, other than for reasons above | 1 year revocation <i>See AFI 31-218</i> | 2 year revocation |
| Littering - Littering from a motor vehicle | 30 day suspension | 30 day suspension |
| Manslaughter (or negligent homicide by vehicle) resulting from the operation of a motor vehicle, on conviction | 1 year revocation <i>See AFI 31-218</i> | |
| Parking - A vehicle receives three valid citations for parking violations in any six- month period | 30 day suspension | 6 month suspension |
| Perjury or making a false statement or affidavit under oath to responsible officials relating to the ownership or operation of motor vehicles, upon conviction | 1 year revocation <i>See AFI 31-218</i> | 2 year revocation |
| Permitting an unlawful or fraudulent use of an official driver's license. | 6 month suspension <i>See AFI 31-218</i> | 1 year revocation |
| Points- Individuals who accumulate 12 traffic points within 12 consecutive months or 18 points within 24 consecutive months | 6 month suspension | 1 year suspension when maximum points exceeded for two consecutive 12 month periods |
| Racing on the highway, upon conviction | 6 month suspension <i>See AFI 31-218</i> | 1 year revocation |

| | | |
|---|--|-------------------|
| Registration - Failure to obtain and provide proof of valid registration within 30 calendar days of issue | 14 day suspension | 30 day suspension |
| Restraints - Failure of the operator or their passengers/occupants to utilize restraint system devices while the vehicle is in motion | 30 day suspension | 60 day suspension |
| Reckless Driving | 6 month suspension | 1 year suspension |
| Speed - Excessive speed, in housing, that is 10 or more mph greater than the posted or implied limit | 14 day suspension | 30 day suspension |
| Speed - Excessive speed, in areas other than housing, that is 15 or more mph greater than the posted or implied limit | 14 day suspension | 30 day suspension |
| Unauthorized use of a motor vehicle belonging to another, when the act does not amount to a felony, upon conviction | 1 year revocation <i>See AFI 31-218</i> | 2 year revocation |

2.5.5.1. **(21 SW Added)** 21 SFS/S5R will be the OPR for all suspensions and revocations. 21 SW/JA will review each suspension or revocation for legal sufficiency. 21 SFS/S5R will forward all suspensions and revocations to the approval authority for a final determination.

2.5.5.2. **(21 SW Added)** 21 SFS will issue the written notice of suspension or revocation once approved. The notice will specify the following: when the suspension or revocation becomes effective, the period of time for which the suspension/revocation is effective, and the administrative hearing and appeal process.

2.5.5.3. **(21 SW Added)** 21 SFS will inform the individual's commander or designee. The individual and their supervisor (or as designated by the member's chain of command) must report to S5R where the individual will sign the final revocation letter. If the individual is not military affiliated, send the letter by certified mail to the violator's listed address. If a certified suspension/revocation letter is returned as undeliverable, ensure S5R retains the original or scanned copy with the case file and forwards a copy to the S3. If contact is made with the subject on base, Security Forces will issue the letter, annotate the contact in the blotter, and forward the signed letter to S5R for attachment to the case file.

2.5.5.4. **(21 SW Added)** Unit commanders may request the suspension or revocation of driving privileges of personnel under their command by forwarding supporting evidence/documents to 21 SFS/S5R. These requests will be processed in the same manner as directed previously in this supplement.

2.5.6. **(21 SW Added)** Non-intoxicated Driving Offenses. For offenses other than intoxicated driving, suspension, or revocation of the installation driving privilege will not become effective until approval authority notifies the affected person and offers that person an administrative hearing. Suspension or revocation will take place 14 calendar days after written notice is received unless the affected person makes an application for a hearing within this period. Such application will stay the pending suspension or revocation for a period of 14 calendar days. Individuals may waive, in writing, the 14-day wait period. In this case, the suspension or revocation will be effective the day following the waiver, unless otherwise agreed by the individual and 21 SFS/S5R.

2.5.6.1. **(21 SW Added)** If, due to action by the Government, a hearing is not held within 14 calendar days, the suspension will not take place until such time as the person is granted a hearing and is notified of the action of the approval authority. However, if the affected person requests that the hearing be continued to a date beyond the 14-day period, the suspension or revocation will become effective immediately on receipt of notice that the request for continuance has been granted, and remain in force pending a hearing at a scheduled hearing date.

2.5.6.2. **(21 SW Added)** If it is determined as a result of a hearing to suspend or revoke the affected person's driving privilege, the suspension or revocation will become effective when the person receives the written notification of such action. A reasonable effort will be made to notify the individual immediately following the hearing. In the event that written notification cannot be verified either through a return receipt for mail or delivery through command channels, the approval authority will determine the effective date on a case-by-case basis.

2.5.6.3. **(21 SW Added)** If the revocation or suspension is imposed after such hearing, the person whose driving privilege has been suspended or revoked will have the right to appeal or request reconsideration. Such requests must be forwarded through command channels within 14 calendar days from the date the individual is notified of the suspension or revocation resulting from the administrative hearing. The request will be submitted to 21 SFS/S5R, who will then forward the request to the approval authority at the next higher level. The suspension or revocation will remain in effect pending a final ruling on the request.

2.5.6.4. **(21 SW Added)** If driving privileges are temporarily restored (that is, for family hardship) pending resolution of charges, the period of revocation or suspension (after final authority determination) will still total the mandatory 12 months. The final date of the revocation will be adjusted to account for the period when the violator's privileges were temporarily restored, as this period does not count towards the revocation or suspension time.

2.5.7. **(21 SW Added)** Intoxicated Driving Offenses. For intoxicated driving, reliable evidence readily available will be presented promptly to the approval authority for review and authorization for immediate suspension of installation driving privileges.

2.5.7.1. **(21 SW Added)** Reliable evidence includes witness statements, military or civilian police report of apprehension, chemical test results if completed, refusal to consent to complete chemical testing, videotapes, and statements by the apprehended individual, field sobriety or preliminary breath tests results, and other pertinent evidence. Immediate suspension should not be based solely on published lists of arrested persons, statements by parties not witnessing the apprehension, or telephone conversations or other information not supported by documented and reliable evidence.

2.5.7.2. **(21 SW Added)** Following final assembly, reviews will be accomplished as soon as practical.

2.5.7.3. **(21 SW Added)** For active duty military personnel, final written notice of suspension for intoxicated driving will be provided to the individual in person, when practicable. If necessary forward the notice to the individual's first sergeant or commander for immediate presentation to the individual. The individual will be required to provide written acknowledgement of receipt to 21 SFS/S5R. 21 SFS will provide the temporary suspension to the individual at the time of the incident, or when processing an immediate suspension. 21 SFS will maintain a copy of the temporary suspension and acknowledgement in accordance with records disposition schedules.

2.5.7.4. **(21 SW Added)** For civilian personnel, written notice of suspension for intoxicated driving will normally be provided without delay via certified mail. 21 SFS will provide the temporary suspension to the individual at the time of the incident, or when processing an immediate suspension. 21 SFS will maintain a copy of the temporary suspension and acknowledgement in accordance with records disposition schedules. If the person is employed on the installation, such notice will be provided to the individual in person, when practicable. If necessary, forward through the military or civilian supervisor. When the notice of suspension is forwarded through the supervisor, the person whose privileges are suspended will be required to provide written acknowledgment of receipt of the suspension notice to 21 SFS/S5R.

2.5.7.5. **(21 SW Added)** Notices of suspension for intoxicated driving will include the following:

2.5.7.5.1. **(21 SW Added)** The fact that the suspension can be made a revocation under AFI 31-218, *Motor Vehicle Traffic Supervision*, paragraph 2-4b.

2.5.7.5.2. **(21 SW Added)** The right to request, in writing, a hearing before the installation commander or designee to determine if installation driving privileges will be restored pending resolution of the charge; and that such request must be made within 14 calendar days of the final notice of suspension.

2.5.7.5.3. **(21 SW Added)** The right of military personnel to be represented by counsel at his or her own expense and to present evidence and witnesses at his or her own expense. Installation commanders will determine the availability of any local active duty representatives requested.

2.5.7.5.4. **(21 SW Added)** The right of DOD civilian employees to have a personal representative present at the administrative hearing in accordance with applicable laws and regulations.

2.5.7.5.5. **(21 SW Added)** Written acknowledgment of receipt to be signed by the individual whose privileges are to be suspended or revoked.

2.5.7.5.6. **(21 SW Added)** If a hearing is requested, it must take place within 14 calendar days of receipt of the request. The suspension for intoxicated driving will remain in effect until a decision has been made by the installation commander or designee, but will not exceed 14 calendar days after the hearing while awaiting the decision. If no decision has been made by that time, full driving privileges will be restored until such time as the accused is notified of a decision to continue the suspension.

2.5.7.5.7. **(21 SW Added)** Hearings on suspension actions pertaining to drunk or impaired driving pending resolution of charges will cover only the following pertinent issues of whether:

2.5.7.5.7.1. **(21 SW Added)** The law enforcement official had reasonable grounds to believe the person was driving or in actual physical control of a motor vehicle under the influence of alcohol or other drugs.

2.5.7.5.7.2. **(21 SW Added)** The person was lawfully cited or apprehended for a driving under the influence offense.

2.5.7.5.7.3. **(21 SW Added)** The person was lawfully requested to submit his or her blood, breath, or urine in order to determine the content of alcohol or other drugs, and was informed of the implied consent policy (consequences of refusal to take or complete the test).

2.5.7.5.7.4. **(21 SW Added)** The person refused to submit to the test for alcohol or other drug content of blood, breath, or urine; failed to complete the test; submitted to the test and the result was 0.08 or higher BAC, or between 0.05 and 0.08 in violation of the law of the jurisdiction in which the vehicle in being operated if the jurisdiction imposes a suspension solely on the basis of the BAC level; or showed results indicating the presence of other drugs for an on– base apprehension or in violation of State laws for an off–post apprehension.

2.5.7.5.7.5. **(21 SW Added)** The testing methods were valid and reliable and the results accurately evaluated.

2.5.7.5.8. **(21 SW Added)** For revocation actions for intoxicated driving, the revocation is mandatory on conviction or other findings that confirm the charge. (Pleas of nolo contendere are considered equivalent to guilty pleas).

2.5.7.5.8.1. **(21 SW Added)** Revocations are effective as of the date of conviction or other findings that confirm the charges. Test refusal revocations will be in addition to any other revocation incurred during a hearing. Revocations for multiple offenses will run consecutively when taking into consideration if offenses occurred on the same occasion or different times, dates. The exception is that test refusal will be one year automatic revocation in addition to any other suspension.

2.5.7.5.8.2. **(21 SW Added)** The notice that revocation is automatic may be placed in the suspension letter. If it does not appear in the suspension letter, a separate letter must be sent and revocation is not effective until receipt of the written notice.

2.5.7.5.8.3. **(21 SW Added)** Revocations cancel any full or restricted driving privileges that may have been restored during suspension and the resolution of the charges. Requests for restoration of full driving privileges are not authorized.

2.5.8. **(21 SW Added)** Administrative Hearing Requests. Requests for administrative appeal/hearing are made by submitting a request in writing and indorsed by the requester's commander (military members and DoD employees) or their supervisor (contractors).

2.5.8.1. **(21 SW Added)** Requests will be submitted to 21 SFS/S5R. Once established, S5R will inform the individual of the hearing time, date, and location. 21 SW/JA will be invited to attend as well.

2.5.8.2. **(21 SW Added)** Failure to appear for the scheduled hearing without notification and approval by the appropriate SFS or MSG representatives may constitute a waiver of the right to an administrative traffic hearing.

2.5.9. **(21 SW Added)** Suspension of a PAFB/CMAFS-assigned individual's driving privileges for off-base offenses will be processed by 21 SFS/S5R immediately following either the notice of the arrest, receipt of documents substantiating a suspension, or upon direction of the approval authority.

2.5.10. **(21 SW Added)** Reinstatement of driving privileges. Reinstatement shall be automatic, provided all revocation/suspension terms applicable have expired, proper proof of completion of remedial driving course (if directed) and/or substance abuse counseling (if directed) has been provided, and reinstatement requirements of individual's home state and/or the state the individual may have been suspended in, have been met.

2.5.10.1. **(21 SW Added)** Unit commanders who wish to request reinstatement of driving privileges for personnel under their command should submit the request in writing to S5R, including the basis or justification for reinstatement. S5R forwards the request to the approval authority for consideration after a review for legal sufficiency. Once action is taken by the approval authority, the request and disposition will be forwarded to 21 SFS/S5R for further processing.

2.5.10.2. **(21 SW Added)** Members whose driving privileges have been suspended may request restoration of driving privileges pending investigation or resolution of the incident by submitting a written request, indorsed by their commander (military members or DoD employees) or supervisor (contractors) to 21 SFS/S5R. After a review for legal sufficiency, 21 SFS/S5R will then forward the request to the approval authority for final determination. The request for restoration must be received by 21 SFS/S5R no later than 10-calendar days following the date of receipt of the suspension or revocation letter.

2.5.11. **(21 SW Added)** Restricted or Probationary Driving Privileges. The approving authority may modify a suspension or revocation of driving privileges in certain cases as described below.

2.5.11.1. **(21 SW Added)** Requestors submit written requests addressed to the approval authority, indorsed by the individual's commander (military members and DoD employees) or supervisor (contractors), if applicable, for restricted/limited driving privileges/probationary driving privileges through 21 SFS/S5R.

2.5.11.2. **(21 SW Added)** Probation or restricted driving privileges will not be granted to any person whose driver license or right to operate motor vehicles is under suspension or revocation by a State, Federal, or host nation licensing authority. Prior to application for probation or restricted driving privileges, a State, Federal, or host nation driver's license or right to operate motor vehicles must be reinstated. The burden of proof for reinstatement of driving privileges lies with the individual applying for probationary or restricted driving privileges. Revocations for test refusals shall remain.

2.5.11.3. **(21 SW Added)** The approval authority may grant restricted/limited driving privileges on a case-by case basis, after a review for legal sufficiency, provided the person's State or host nation driver's license or right to operate motor vehicles remains valid to accommodate any of the following:

2.5.11.3.1. **(21 SW Added)** Mission requirements.

2.5.11.3.2. **(21 SW Added)** Unusual personal or family hardships.

2.5.11.3.3. **(21 SW Added)** Delays exceeding 90 days, not attributed to the person concerned, in the formal disposition of an apprehension or charges that are the basis for any type of suspension or revocation.

2.5.11.3.4. **(21 SW Added)** When there is no reasonable available alternate means of transportation to officially assigned duties. In this instance, a limited exception can be granted for the sole purpose of driving directly to and from the place of duty.

2.5.11.3.5. **(21 SW Added)** The terms and limitations on a restricted driving privilege (for example, authorization to drive to and from place of employment or duty, or selected installation facilities such as hospital, commissary, and or other facilities) will be specified in writing and provided to the individual concerned. Persons found in violation of the restricted privilege are subject to revocation action.

2.5.11.4. **(21 SW Added)** SFS/S5R notifies 21 SW/SE and 21 LRS of any changes in the driving privileges of personnel concerned on a routine basis. Refer to AFI 91-207, *The US Air Force Traffic Safety Program*, and any applicable supplements, for more information on safety's role.

2.6.1. Alcohol and Drug Abuse Programs. Unit commanders consult with the office of the SJA to ensure proper drug and/or alcohol testing as required in related motor vehicle/traffic incidents or misconduct. 21 SFS will process alcohol and drug-related driving offenses in accordance with established instruction, guidance, and procedures.

3.1.1. **(21 SW Added)** Conditions of Operating a motor vehicle on PAFB/CMAFS. Operating a motor vehicle on PAFB/CMAFS is a privilege. Persons who accept the privilege must:

3.1.1.1. **(21 SW Added)** Be licensed to operate motor vehicles in appropriate classifications and not be under suspension or revocation in any State.

3.1.1.2. **(21 SW Added)** Comply with laws and regulations governing motor vehicle operations on any U.S. military installation.

3.1.1.3. **(21 SW Added)** Possess, while operating a motor vehicle, and produce on request by law enforcement personnel, the following:

3.1.1.3.1. **(21 SW Added)** Proof of vehicle ownership or State registration if required by the issuing State or host nation.

3.1.1.3.2. **(21 SW Added)** A valid State or Foreign/International driver's license and/or OF 346 (U.S. Government Motor Vehicle Operator's Identification Card), as applicable to the class vehicle to be operated, supported by a DD Form 2 ACT (Armed Forces of the United States Geneva Convention), Common Access Card (CAC), or other appropriate identification for non-Department of Defense (DOD) civilians.

3.1.1.3.3. **(21 SW Added)** A valid record of motor vehicle safety inspection, as required by the State or host nation and valid proof of insurance if required by the State or locality.

3.1.1.3.4. **(21 SW Added)** Regulatory permits or other pertinent documents relative to shipping and transportation of special cargo.

3.1.1.3.5. **(21 SW Added)** Documents that establish identification and status of cargo or occupants, when appropriate.

3.1.1.3.6. **(21 SW Added)** Proof of valid insurance. Proof of insurance consists of an insurance card, or other documents issued by the insurance company, that has a policy effective date and an expiration date.

3.1.1.3.7. **(21 SW Added)** Operators of Government motor vehicles must have proof of authorization to operate the vehicle.

3.2.1. **(21 SW Added)** Motorcycles, Motor Scooters and Mopeds. Refer to Attachment 2 of this manual, as well as AFI 91-207, *The US Air Force Traffic Safety Program*, for operational and safety requirements pertaining to motorcycles, motor scooters and mopeds on AF installations.

4.1.1.1. **(21 SW Added)** Restraint systems. Compliance with Colorado law regarding the use of child safety seats is mandatory.

4.1.1.2.1. **(21 SW Added)** All drivers and passengers on Air Force installations will be properly restrained. Restraint systems (seat belts) will be worn by all operators and passengers of U.S. Government vehicles on or off the installation.

4.1.1.2.2. **(21 SW Added)** Restraint systems will be worn by all civilian personnel (family members, guests, and visitors) driving or riding in a POV on the installation.

4.1.1.2.3. **(21 SW Added)** Restraint systems will be worn by all military Service members and Reserve Component members on active Federal Service driving or riding in a POV whether on or off the installation.

4.1.1.2.4. **(21 SW Added)** Restraint systems are required only in vehicles manufactured after model year 1966.

4.2.1.1. **(21 SW Added)** Accident Classification. The classification of motor vehicle accidents is made according to injuries or property damage sustained.

4.2.1.1.1. **(21 SW Added)** Severity of injury. Any injuries sustained or suspected by emergency personnel, to include 21 SFS, during a motor vehicle accident constitutes a major vehicle accident.

4.2.1.1.1.1. **(21 SW Added)** Fatal accident. A motor vehicle accident that results in fatal injuries to one or more personnel. A fatal injury is one that results in death within 12 months of the accident causing the injury.

4.2.1.1.1.2. **(21 SW Added)** Incapacitating injury. An injury, other than fatal, that prevents the injured person from walking, driving, or normally continuing the activities that he or she was capable of performing before the accident. Examples are severe lacerations, broken or distorted limb, skull fracture, crushed chest, internal injury, unconsciousness when taken from the accident scene, or inability to leave the accident scene without help.

4.2.1.1.1.3. **(21 SW Added)** Non-incapacitating evident injury. An injury, other than fatal and incapacitating, that is evident to any person at the scene of the accident. Examples are lump on head, abrasions, or minor lacerations.

4.2.1.1.1.4. **(21 SW Added)** Possible injury. An injury reported or claimed that is not a fatal, incapacitating, or non-incapacitating evident injury. Examples are momentary unconsciousness, claim of injuries that are not evident, limping, or complaint of pain, nausea, or hysteria.

4.2.1.1.2. **(21 SW Added)** Severity of vehicle damage.

4.2.1.1.2.1. **(21 SW Added)** Disabling damage. Any damage to a vehicle such that it cannot be driven (or towed in the case of trailers) from the scene of the accident in the usual manner by daylight after simple repairs, and without further damage or hazard to itself, other traffic elements, or the roadway. Any disabling damage caused by a motor vehicle accident that prevents the vehicle from being safely driven constitutes a major vehicle accident.

4.2.1.1.2.2. **(21 SW Added)** Functional damage. Any non-disabling damage to a vehicle that affects operation of the vehicle or its parts. Examples are doors, windows, hood, and trunk lids that will not operate properly; broken glass that obscures vision; or any damage that could prevent the motor vehicle from passing an official motor vehicle inspection.

4.2.1.1.2.3. **(21 SW Added)** Other motor vehicle damage. Any damage to a vehicle that is not disabling will be classified as a minor vehicle accident. Such damage usually affects only the load on the vehicle or the appearance of the motor vehicle. Examples are damage to hubcaps, trim, or grill; glass cracks that do not interfere with vision; dents; scratches; body punctures; or damage to load.

4.3.4.1. **(21 SW Added)** Traffic Accident Investigation Reports. 21 SFS is primarily responsible to conduct vehicle traffic accident investigations on the installation. Accident information will be recorded in the blotter and will include the accident type; time and date; location; name(s), unit(s), and address(es) of vehicle operator(s); vehicle descriptions; and license plate(s). The entry will also include a brief summary of any damage and circumstances behind or causing the accident, as well as any traffic citations issued.

4.3.4.1.1. **(21 SW Added)** All major traffic accidents will be reported immediately to the Base Defense Operations Center (BDOC). All minor traffic accidents will be reported, as soon as possible but no later than 24 hours after the accident. *Exception: Cold reporting per local authorities.*

4.3.4.1.1.1. **(21 SW Added)** In the event 21 SW authorities direct, or the Colorado Springs Police Department goes on cold reporting (severe snow conditions) status due to inclement weather, the Security Forces will use the same guidelines. Any party involved in an accident where intoxication is not suspected, no injuries or loss of life has occurred, both parties have insurance and registration, and the damage does not disable the vehicles, the parties will be required to report the accident to on-duty PAFB Security Forces within 72 hours during regular duty hours (Monday-Friday, 0730-1630).

4.3.4.1.1.2. **(21 SW Added)** Minor traffic accident investigations will be recorded as directed by the DFC or 21 SFS/DD, and in accordance with governing directives. At a minimum, the accident will be recorded in AFJIS.

4.3.4.1.1.3. **(21 SW Added)** Requests for information will be sent to 21 SFS/S5R. These requests will be processed in accordance with AFI 31-120, *Security Forces Systems and Administration* and other governing directives.

4.3.5.1. **(21 SW Added)** Traffic Accident Investigation. 21 SFS is the primary response agency for all accidents on PAFB. SF personnel must make detailed investigations of accidents involving:

4.3.5.1.1. **(21 SW Added)** Fatality or personal injury.

4.3.5.1.2. **(21 SW Added)** Disabled vehicle (cannot be safely driven) or estimated property/vehicle damage in excess of \$10,000.

4.3.5.1.3. **(21 SW Added)** Investigations of off-installation accidents involving government vehicles will be conducted in cooperation with the civilian law enforcement agency. Typically, statements will be accomplished by driver(s), witness(s), and victim(s), if applicable.

4.3.6. **(21 SW Added)** Accident Reporting. The driver of a vehicle involved in or witness to an accident should stop immediately, as close to the scene as possible without obstructing traffic and render first aid as necessary.

4.3.6.1. **(21 SW Added)** Individuals should render first aid measures for which they are properly trained; however, at a minimum, they will immediately seek medical assistance as needed.

4.3.6.2. **(21 SW Added)** Report the accident to the BDOC and follow directions from the controller. Personnel will provide their name and unit of assignment, as well as location of the accident. Personnel will then remain on the scene, in a safe location, and wait until dismissed by responding patrols.

4.3.6.2.1. **(21 SW Added)** For major vehicle accidents, any accident involving injuries, or any accident involving damage to government property, remain at the scene until released by the incident scene commander or senior official.

4.3.6.3. **(21 SW Added)** The driver of any vehicle involved in an accident will give his/her name, address, the registration number of the vehicle he or she is driving, insurance company with policy number, and provide his/her driver's license upon request to:

4.3.6.3.1. **(21 SW Added)** Any person injured.

4.3.6.3.2. **(21 SW Added)** Any occupant of the vehicle collided with.

4.3.6.3.3. **(21 SW Added)** Any person acting for such persons.

4.3.6.4. **(21 SW Added)** The driver of a vehicle who has damaged an unattended vehicle shall:

4.3.6.4.1. **(21 SW Added)** Report the accident to SF immediately, not to exceed 24 hours following the accident.

4.3.6.4.2. **(21 SW Added)** If the accident involves personnel on duty or results in damage to government property, the scene must be secured by the first person on the scene pending arrival of SF.

4.3.6.5. **(21 SW Added)** Operators of POVs involved in traffic accidents will, if safe to do so, remove the vehicle from obstructing traffic flow.

4.3.6.5.1. **(21 SW Added)** When vehicles are rendered inoperable, BDOC will arrange to have the vehicle removed from the roadway, or the vehicle owner may obtain a tow company of their choice.

4.3.6.5.2. **(21 SW Added)** POVs involved in traffic accidents that result in serious injuries or fatalities shall be towed by a tow company to an impound lot, if requested by the on-the-scene traffic accident investigator. The vehicle may be needed for further investigation or as evidence.

4.3.6.5.3. **(21 SW Added)** Inoperable military/government vehicles involved in traffic accidents will be removed from the scene by a military/government tow company or approved contracted tow company coordinated through the appropriate 21 LRS representatives.

4.4.3.3. **(21 SW Added)** PAFB/CMAFS Parking Warden Program. Units may use facility parking wardens (unit personnel) to monitor and cite parking violators in their respective parking areas. Parking wardens will be provided DD Forms 1408, *Armed Forces Traffic Tickets*, and will be trained by 21 SFS/S5R on the correct procedures to complete the tickets. Parking wardens will only issue citations for parking (non-moving) violations.

4.4.3.3.1. **(21 SW Added)** Unit commanders choosing to participate in the Parking Warden Program will delegate parking wardens, in writing, for participation in the Parking Warden Program. 21 SFS/S5R will obtain a letter with the current parking wardens and maintain the letter on file. The letter will specify a minimum of one E-5 or above primary and alternate.

4.4.3.3.2. **(21 SW Added)** All parking wardens will issue parking tickets on the DD Form 1408.

4.4.3.3.3. **(21 SW Added)** Parking wardens must include special instructions on the back of the pink copy directing the violator to contact the parking warden who issued the ticket. The parking warden must include how and where they can be reached by the violators so they can provide the parking warden with the necessary information to complete the citation.

4.4.3.3.4. **(21 SW Added)** Citations will be cited via DD Form 1408 and forwarded not later than the next duty day to 21 SFS/S5R after completion by the parking warden.

4.4.3.3.5. **(21 SW Added)** 21 SFS/S5R will process the citation IAW governing instructions.

4.5.1. **(21 SW Added)** The DFC, by way of Memoranda of Agreement (MOAs)/Memoranda of Understanding (MOUs), or through local collaborative, coordinates with local law enforcement agencies to ensure the prompt exchange of information.

4.5.2. **(21 SW Added)** 21 SFS/S5R will request reports from civil authorities when PAFB/CMAFS assigned personnel are involved in serious off-base incidents. Once reviewed, 21 SFS/S5R will process the reports in same manner as if the incident occurred on the installation

5.1.3. **(21 SW Added)** Driving Records. Use of AFJIS is mandatory to record vehicle traffic accidents, moving and parking violations, suspension or revocation actions and traffic point assessments involving military and DoD civilian personnel, their family members and other personnel operating motor vehicles on a military installation.

5.1.3.1. **(21 SW Added)** When AFJIS is unavailable, 21 SFS will use an AF Form 3545, *Incident Report*, to document the above.

5.1.3.2. **(21 SW Added)** Identify individuals who are principals in a motor vehicle accident as “Driver 1” subject or “Driver 2” victim.

5.1.3.3. **(21 SW Added)** Identify accidents appropriately with “MVA” minor vehicle accident; (MJVA) major vehicle accident; “NLD” no liability determined; “PD” property damage; “PI” personal injury; “G” government; “P” private; “V” vehicle; and “FO” fixed object. **Table 2 (21 SW Added) Point Assessment for Moving Violations.** In addition to the point assessments below, 21 SFS will assess points in accordance with AFI 31-218, *Motor Vehicle Traffic Supervision*. Suspensions or revocations of driving privileges may be requested whether it is a first or subsequent offense.

Table 2. (21 SW Added) Point Assessment for Moving Violations.

| Violation | Points Assessed |
|--|------------------------|
| Reference paragraph 4.1.1.1. See note #1. | 2 |
| Operating a radar detection device to indicate the presence of speed recording instruments or to transmit simulated erroneous speed (prohibited on DoD installations). See note #2. | 3 |
| Failure to yield to pedestrians in designated walkway/crosswalk. See note #2. | 3 |
| Using a hand-held electronic device while driving on an installation. See note #3.” | 3 |
| NOTES: | |
| 1. Applies to not using or when child restraint system is improperly installed, e.g., car seat, infant carrier, booster seat, belt/strap modification (when required by manufacturer), etc. Assess four points when no restraint system of any kind is used. | |
| 2. When violation occurs within an active school zone, add 1 point to point assessment. | |
| 3. Suspension of driving privileges may be requested for any qualifying offense. | |

Table 3. (21 SW Added) Table 3. (21 SW Added) Point Assessment for Non-Moving Violations (See Note 1).

| Violation | Points Assessed |
|---|------------------------|
| Unattended Child under 12 years of age left in vehicle. Animals are included if a danger exists to the animal. See note #4. | 6 |
| Improper Registration (fraudulent tags). | 4 |
| Misuse of handicap decal. See note #2. | 3 |
| Illegally parked in designated handicap area (no decal, license or placard displayed). | 3 |
| Unattended Vehicle (while running). | 3 |
| Abandoned Vehicle. | 3 |
| Improper Parking. See note #3. | 2 |
| Improper Registration (expired or unregistered). | 2 |
| NOTES: | |
| 1. When two or more violations are committed on a single occasion, points may be assessed for each violation. | |
| 2. When a vehicle has a handicap decal displayed, but the occupant is not the decal or placard registrant and is not dropping off or picking up the handicapped registrant. Also includes parking in an area designated for "Van" access only, and handicap registrant has parked another vehicle class instead. | |
| 3. When designated in local parking plan (e.g., double parked, parked in reserved parking, against the flow of traffic and those areas designated for emergency vehicles). | |
| 4. When an AF Form 3545 is also accomplished. Revocation of driving privileges for one year is considered by the commander. Example: If children or animals were left in dangerous conditions in vehicle, e.g., in hot weather where interior temperatures may reach dangerous levels, keys left accessible to children or where conditions are deemed hazardous by a reasonable person. | |
| 5. Emergency vehicles are authorized to park in any area deemed necessary to affect a response. | |

5.3. (21 SW Added) Traffic Complaint System. Personnel may make a complaint about a vehicle operator for traffic violations (e.g., unsafe actions, following too closely, speed, unsafe lane changes, etc.).

5.3.1. **(21 SW Added)** Personnel wishing to make a complaint while operating a motor vehicle on PAFB/CMAFS are urged to pull over to a safe location or wait until they are at their destination to call BDOC.

5.3.2. **(21 SW Added)** Complainants should provide the following information to BDOC: make, model, license plate number/state, color of vehicle, description of driver (i.e., white male, juvenile, blond hair) location/direction of travel, and a description of violation observed.

5.3.3. **(21 SW Added)** The BDOC will obtain all pertinent information (above) from the complainant and determine if the complainant would like to file an official complaint by completing an AF Form 1168, *Statement of Witness, Suspect, or Complainant*. Without an official complaint, no further action may be taken.

5.3.4. **(21 SW Added)** If an official complaint is desired, BDOC will instruct the complainant to report to an appropriate location to complete an AF Form 1168. Upon receipt of an official complaint, if possible, BDOC will dispatch a patrol to make contact with subject vehicle to conduct an investigation.

5.3.5. **(21 SW Added)** The response will be placed in the blotter, titled "Traffic Complaint" and an incident report generated via AFJIS for informational purposes only. The subject driver should be provided the opportunity to complete an AF Form 1168. S5R will forward to the appropriate first sergeant and commander, as appropriate.

5.4. (21 SW Added) Traffic Violation Reports. Citations and other traffic related reports will be processed as outlined below.

5.4.1. **(21 SW Added)** 21 SFS/S3 will forward all traffic citations, accidents reports, and incidents or complaint reports involving traffic and parking offenses to 21 SFS/S5R by the next duty day, when practicable.

5.4.2. **(21 SW Added)** 21 SFS/S5R will forward traffic citations, accident reports, and incident or complaint reports involving traffic and parking offenses to the appropriate military or civilian commander for corrective action by way of administrative or judicial action consistent with the Uniform Code of Military Justice (UCMJ) or Federal law.

5.4.3. **(21 SW Added)** 21 SFS/S5R will transmit, electronically when practicable, copies of citations and incidents to the commander, through the first sergeant when appropriate, for action. The AFJIS report for command action will be digitally signed when practicable and returned by the commander to 21 SFS/S5R within timelines in accordance with AFI 31-120, *Security Forces Systems and Administration*. Commanders and First Sergeants may request extensions, in writing, to 21 SFS/S5R. Emails may be sent to 21sw.s5r@us.af.mil. 21 SFS/S5R will close the file once all required actions have been completed.

5.4.4. **(21 SW Added)** For moving violations which involve a formal rebuttal by the violator the unit commander may maintain an electronic copy of the citation or report until final reports of action of the rebuttal have been forwarded.

5.4.5. **(21 SW Added)** Unit commanders are responsible for forwarding, to the installation alcohol and drug abuse facility, a copy of all reports on military personnel and DoD civilian employees apprehended for intoxicated driving.

THOMAS G. FALZARANO, Colonel, USAF
Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

Colorado Revised Statutes

Adopted Forms

DD Form 2, *Receipt for Inmate or Detained Person* DD Form 2708, *Receipt for Inmate or Detained Person* DoDI 6055.04, *Traffic Safety Program*

DD Form 1173 *United States Uniformed Services Identification and Privilege Card*

SF 91, *Motor Vehicle Accident Report* SF 94, *Statement of Witness* Integrated Defense Plan 31-1

AF Form 1168, *Statement of Suspect/Witness/Complainant*

AF Form 2219, *Registered Vehicle Expiration Sticker*

AF Form 332, *Base Civil Engineer Work Request*

AF Form 533, *Certificate of Compliance - Private Motor Vehicle Registration*

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

21 SW/CC—Commander, 21st Space Wing

21 CES—21st Civil Engineer Squadron

21 CONS—21st Contracting Squadron

21 FSS—21st Force Support Squadron

21 LRS—21st Logistics Readiness Squadron

21 MSG/CC—21st Mission Support Group, Commander

21 MSG/CCE—21st Mission Support Group, Executive Assistant

21 SFS/S3—21st Security Forces Squadron, Operations and Training Flight

21 SFS/S3T—21st Security Forces Squadron, Training Section

21 SFS/S5B—21st Security Forces Squadron, Pass and Registration Center

21 SFS/S5R—21st Security Forces Squadron, Reports and Analysis Section

CCIC—Colorado Crime Information System

CRS—Colorado Revised Statutes

CSP—Colorado State Police

CSPD—Colorado Springs Police Department

CVB—Central Violation Bureau

21 SW/JA—21 SW/JA Staff Judge Advocate

21 SW/SE—21 SW Safety

IDP—Integrated Defense Plan

MFR—Memorandum for Record

MOA—Memorandum of Agreement

MOU—Memorandum of Understanding

MPH—miles per hour

MUTC—Military Uniform Traffic Code

MUTCD—Manual of Uniform Traffic Control Devices

PRC—Pass and Registration Center

SFST—Standardized Field Sobriety Tests

SRB—Suspension/Revocation/Debarment

TCP—Traffic Circulation Plan

TSC—Traffic Safety Committee

U.S.C. §—United States Code

VGN—Vertical Gaze and Nystagmus

vMPF—virtual Military Personnel Flight

21SW—21st Space Wing

21SW/SE—21SW Safety Office

PAFBMVTC—Peterson Air Force Base Motor Vehicle Traffic Code

Terms

Abandoned—According to Colorado Revised Statute (CRS) 18-4-512, means to leave a thing with the intention not to retain possession of or assert ownership over it. The intent need not coincide with the act of leaving. It is further defined as any vehicle found on an installation whose owner: has departed from the military, has a Permanent Change of Station (PCS), separates, or similar situations. Additionally, personnel who do not respond to traffic tickets or abandoned vehicle notices placed on the vehicle, or when SF have reasonable grounds to believe a vehicle has been abandoned, i.e., license plates or other identifying marks have been removed, or the vehicle has been damaged or is deteriorated so extensively that it has value only for junk or salvage.

Bicycles—Only those devices propelled by human power, having not more than three wheels, and upon which a person may ride having two tandem wheels either of which is more than 14 inches in diameter.

Careless Driving—Driving a motor vehicle, bicycle, electrical assisted bicycle, or low-power scooter in a careless and imprudent manner, without due regard for the width, grade, curves, corners, traffic, and use of the streets and highways and all other attendant circumstances.

Container—Any object used to hold or carry a beverage; includes but is not limited to bottles, cans, jars, flasks, pitchers, thermos, jugs, canteens, or any other formidable object used to hold a liquid substance.

Cycles—Any vehicle propelled by other than human power, including motorcycles, motor scooters, and motor-driven bicycles having a seat or saddle for use by the operator. Cycles are so constructed to use not more than three wheels, regardless of diameter, excluding a tractor, in contact with the surface traveled upon.

Distracted Driving—Any non-driving activity a person engages in that has the potential to distract him or her from the primary task of driving and increases the risk of crashing.

Emergency Vehicles—Vehicles of the Fire Department and American Medical Response (AMR) EMTs ambulances, SF vehicles, engineer equipment, to include tow-trucks/wreckers, and such other emergency vehicles. Refer to CRS 42-4-108 and CRS 42-4-213 for detailed emergency vehicle operational requirements.

Government Off Road Vehicle—Any government owned motorized vehicle designed for or capable of travel on or immediately over land, water, sand, snow, ice, marsh, swampland, or natural terrain, that does not meet the FMVSS for operation on public roadways.

Government Owned Recreational Motor Vehicle (GORMV)—A motorized device, meeting the definition of RMV in this standard, that is owned, leased, or rented by a DoD component on an Air Force installation or property. This includes vehicles classified as OGMVC, but does not include Low-Speed Vehicles meeting the design standards of 49 CFR, Part 571, Federal Motor Vehicle Safety Standards No. 500.

Hands-free—the use of a vehicle voice-activated system or cellular phone in speaker mode or with a hands-free attachment (headset or single bud earpiece) that allows vehicle operators to keep both hands on the steering wheel and eyes on the road whenever the vehicle is in motion.

License to Operate Motor Vehicles—Any official permit, license, or other document issued under the laws of any state, the District of Columbia, any territory of the United States, or by any agency of the United States Government, evidencing by possession thereof, that the bearer has qualified as an operator of a specific type vehicle within the category of motor vehicle.

Motor Vehicle Accident—An unintended event causing injury or damage, and involving one or more motor vehicles on a highway, road, or street that is publicly maintained and open for public vehicular travel.

Motorcycle—A motorcycle is defined as any motor vehicle having a seat or saddle for the use of its operator and designed to travel on not more than three wheels in contact with the ground. This definition includes but is not limited to motor scooters (gas and electric), mopeds, and other motorized bicycles.

Non- Standard Motorized, Non-Motorized Vehicles, Off Highways Vehicles (OHV)—Cover but are not limited to scooters, motorized scooters, sometimes known as go-peds or Mopeds, in line skates, roller blades, skateboards, Segway human transports, gators, utility vehicles, etc.

Nonmoving Violation—A violation of any traffic law, ordinance, or regulation not defined as a moving violation. Examples are violations of base registration or parking laws.

Open Container—Any alcoholic beverage, which does not have the factory or tax seal intact, or has been opened and is within the immediate reach (passenger compartment) of any occupant of the vehicle.

Operating a Motor Vehicle—Operating a motor vehicle with the motor running, including while temporarily stationary because of traffic, a traffic light or stop sign, or otherwise. Does not include operating a motor vehicle with or without the motor running when pulled over to the side of, or off, roadway or parking area and has halted in a location where the driver can safely remain stationary.

Other Government Motor Vehicle Conveyances (OGMVC)—Self-propelled assets providing a basic transportation capability (i.e. golf carts, all-terrain vehicles, quad-runners, etc.) not meeting specifications of 49 CFR 571.500 FMVSS are categorized as OGMVC.

Reckless Driving—Driving a motor vehicle, bicycle, electrical assisted bicycle, or low-power scooter in such a manner as to indicate either a wanton or a willful disregard for the safety of persons or property.

Recreational Motor Vehicles (RMVs)—These vehicles typically are not registered as road use motor vehicles. This group includes vehicles manufactured solely as off-road motorized vehicles or transportation devices. The design may be for paved, unpaved, or unimproved surfaces but they do not typically comply with vehicle safety standards required for vehicle registration or roadway use in the state, territory, or host nation. These vehicles do not fall in the general categories of agricultural, construction, or industrial use vehicles. They include, but are not limited to, all the following privately owned battery or fossil fuel powered motorized vehicle and devices; non-street legal race cars, racing carts, off-road motorcycles, go-carts, motorized skateboards, snowmobiles, personal golf carts, Gators, utility carts, mini-motorcycles, dune buggies, pocket bikes, and self-balancing or similar standing human transportation devices. This includes all off-road vehicles categorized by DoDI 6055.04, *Traffic Safety Program*, as Other Specialty Vehicles (OSV). Not included in this category are motorized devices that allow people with disabilities to move as pedestrians, such as wheelchairs. Also not included are motorcycles, mopeds, seated motor scooters, and motor assisted bicycles authorized by applicable traffic codes to be used in traffic.

Roadway—That portion, exclusive of the berms, curbs, or shoulders of every street, road, and highway, intended and constructed for vehicular travel. **NOTE: Parking Lots are not considered roadways.**

Stop—When required, means complete cessation from movement.

Use of Cellular/Wireless Telephone Devices—Talking on or listening to a wireless telephone or engaging the wireless telephone for text messaging or other similar forms of manual data entry or transmission.

Vehicle Operator—Any person while engaged in driving, operating, steering, or otherwise exercising physical control over the vehicle, whether propelled by human power or by other means. This includes persons controlling a vehicle while it is being pushed or towed, regardless of where such control is exercised.

Attachment 2 (21SW-ADDED)**PAFB/CMAFS MOTOR TRAFFIC CODE ADDITIONAL GUIDANCE**

A2.1. (21 SW Added) Operation of Motor Vehicles. No individual may operate a motor vehicle on PAFB/CMAFS without a valid and current government issued license.

A2.1.1. No individual whose driver's license, right, or privilege to operate a motor vehicle in any state has been suspended, revoked, or canceled, will operate a motor vehicle on PAFB/CMAFS. Persons whose state license has been suspended, revoked, cancelled/denied, or restrained are required to inform their commander, or first sergeant, who in turn must notify 21SFS/S5R as soon as possible, but no later than the next duty day.

A2.1.2. **(21 SW Added)** Individuals who have their driving privileges suspended or revoked must return their AF Form 2293 to the 21 LRS Vehicle Operations Operator Records and Licensing section, located in Building 1229.

A2.1.2. **(21 SW Added)** Operating Vehicles off Roadways or in Prohibited Areas. POVs will not be operated on PAFB/CMAFS trails or other areas marked "off limits" to POVs.

A2.1.2.1. **(21 SW Added)** Privately owned vehicles will not be operated off established PAFB/CMAFS roadways or in any other area where prohibited.

A2.1.2.2. **(21 SW Added)** Government motor vehicles will not be operated off PAFB/CMAFS roadways except under mission-essential requirements. When such operation is required, care will be taken to prevent environmental and vehicle damage.

A2.1.2.3. **(21 SW Added)** All motorists will comply with lane usage signs and arrows on pavement.

A2.1.3. **(21 SW Added)** Obstructing peace officer prohibited. No person shall obstruct, by violence, physical, physical obstacle, impair, or hinder, the enforcement of penal law or the preservation of the peace by a peace officer, acting under the color of his/her official authority. This also pertains to other designated traffic control personnel directing, controlling, or regulating traffic (i.e., augmentees, military personnel directing traffic during scheduled physical training, and other special events).

A2.1.4. **(21 SW Added)** Following too closely. The driver of a motor vehicle will not follow another vehicle closer than one vehicle length for every 10 mph of speed.

A2.1.5. **(21 SW Added)** Headlights. Drivers of vehicles shall use headlights between the hours of sunset and sunrise. This also applies at any other time when persons and vehicles are not clearly discernible at a distance of 1,000 feet (i.e., periods of fog, rain, snow, etc.). When approaching a manned entry control point, headlights will be turned off and parking lights will be used (Exception: When a vehicle is equipped with Daytime- Running-Lights).

A2.1.6. **(21 SW Added)** Fire Hose. Vehicles will not drive over an unprotected fire hose, unless directed by a Fire Department official.

A2.1.7. **(21 SW Added)** Motorcycles. See AFI 91-207, *The US Air Force Traffic Safety Program* for additional guidance.

A2.1.7.1. **(21 SW Added)** The following, unless otherwise specified, applies to motorcycles and other self-propelled, open, 2-wheel, 3-wheel, and 4-wheel vehicles powered by a motorcycle-type engine.

A2.1.7.2. **(21 SW Added)** All military motorcycle operators must attend an approved Motorcycle Safety Foundation Course. Military operators will carry proof of training on their person when operating a motorcycle on PAFB/CMAFS.

A2.1.7.3. **(21 SW Added)** All Air Force civilian personnel who operate a motorcycle while on duty (regardless of operating location) must attend an approved Motorcycle Safety Foundation Course. Civilian personnel will carry proof of training on their person when operating a motorcycle in performance of official duty.

A2.1.7.4. **(21 SW Added)** Those military and civilian personnel who wish to ride motorcycles and have not attended an approved operator safety course must contact 21SW/SE for course registration information.

A2.1.7.5. **(21 SW Added)** Personal Protective Equipment. The following personal protective equipment is mandatory for all persons operating or riding as a passenger on a motorcycle or other self-propelled vehicles: approved protective helmets, eye protection, hard-soled shoes, long trousers, and brightly colored or reflective outer upper garment will be worn by operators and passengers when in operation. See AFI 91-207 for specific requirements.

A2.1.7.6. **(21 SW Added)** Headlights (when equipped). All motorcycles and ATVs will have headlights turned on at all times when operating on PAFB/CMAFS on or off road, except where prohibited during military mission.

A2.1.7.7. **(21 SW Added)** Mirrors. In accordance with AFI 31-218, *Motor Vehicle Traffic Supervision*, a rear view mirror will be attached to each side of the handlebars.

A2.1.8. **(21 SW Added)** Off-Road Vehicles. Commercial or recreational off-road vehicles are not authorized to be operated on PAFB/CMAFS. Government Off Road Vehicles (this includes Government Owned Recreational Motor Vehicles (GORMV) and Other Government Motor Vehicle Conveyances (OGMVC) are authorized to operate on PAFB/CMAFS. Areas of operation may include operation in traffic, industrial, or pedestrian environments when deemed mission-essential and only for official purposes. In all cases, owning/operating units must also ensure they comply with requirements identified in AFI 91-207, *The US Air Force Traffic Safety Program*.

A2.1.9. **(21 SW Added)** Backing Up. Drivers of government owned vehicles will not back up unless it can be done safely and without interfering with other traffic. A vehicle spotter will be used during backing operations. If a spotter is not available, the driver will check behind the vehicle for adequate clearance before backing.

A2.1.10. **(21 SW Added)** Bicycles and Non-Motorized Activities. Bicyclists must ride with the flow of traffic. Refer to AFI 91-207, *The US Air Force Traffic Safety Program* for more information on bicycle safety.

A2.1.10.1. **(21 SW Added)** Bicycles will not be ridden on sidewalks. The exceptions are bicycles with training wheels or bicycles ridden by children 10 years of age or younger.

A2.1.10.2. **(21 SW Added)** Bicycle operators, during the period of 1 hour before sunset to 1 hour after sunrise, or during periods of reduced visibility, will wear outer garments with highly reflective tape front and back, a reflective vest, or a reflective belt. Bicycles must be equipped with a suitable headlight and taillight and red reflector if operated during hours of darkness.

A2.1.10.3. **(21 SW Added)** Anyone operating a bicycle, roller blades, roller skates, skateboard, foot scooter, go-cart, etc., on PAFB/CMAFS must wear a helmet IAW AFI 91- 207, *The US Air Force Traffic Safety Program*, and applicable supplements.

A2.1.10.4. **(21 SW Added)** Bicycles will not be parked in a manner that obstructs pedestrian or vehicle traffic.

A2.1.10.5. **(21 SW Added)** Bicycles will not be operated on PAFB/CMAFS roadways while snow removal operations are in progress.

A2.1.10.6. **(21 SW Added)** Persons using rollerblades and skateboards will follow the directives established in AFI 91-207, *The US Air Force Traffic Safety Program* and applicable supplements.

A2.1.10.7. **(21 SW Added)** Persons riding on motorcycles, mopeds, bicycles, skateboards, scooter, or any like vehicle shall not attach themselves to another vehicle on any roadway.

A2.1.10.8. **(21 SW Added)** Rollerblades and skateboards will not be operated on PAFB/CMAFS roadways.

A2.1.10.9. **(21 SW Added)** See AFI 91-207, *The US Air Force Traffic Safety Program*, and applicable supplements for further restrictions on non-motorized activities.

A2.1.11. **(21 SW Added)** Snow and Ice Emergencies. Drivers will yield the right-of- way to snow removal vehicles engaged in snow removal operations. During periods of snow and ice emergencies, 21 MSG/CC may declare "priority" road conditions. Drivers who violate a traffic control device or enter roadways which have been closed due to inclement weather and unsafe conditions are subject to a suspension of their base driving privileges.

A2.1.11.1. **(21 SW Added)** After determination that the PAFB/CMAFS road conditions are "priority" and roads are closed, it shall be unlawful for any driver to obstruct the flow of traffic due to lack of adequate traction equipment. For the purpose of this provision, snow tires, chains, or 4-wheel drive will be considered adequate equipment.

A2.1.11.2. **(21 SW Added)** Vehicles left abandoned during such periods may be towed by 21 SW or locally-contracted civilian tow companies at the owner's expense. In such cases, SF personnel are not required to cite vehicles or give advance notification. SF will attempt to notify the owner of this action and where the vehicle is located.

A2.1.12. **(21 SW Added)** Operation of Emergency Vehicles. The driver of an authorized emergency vehicle, when responding to an emergency call, or when in pursuit of an actual or suspected violator of the law, or when responding to but not upon returning from a fire alarm, may exercise the privileges IAW CRS 42-4-108, *Public Officers to Obey Provisions – Exceptions for Emergency Vehicles*, but subject to the conditions stated in the article. Security Forces personnel should refer to AFMAN 31-201V3, *Flight Operations*, for further guidance.

A2.1.12.1. **(21 SW Added)** The driver of an authorized emergency vehicle will:

A2.1.12.1.1. **(21 SW Added)** Obey established speed regulations.

A2.1.12.1.2. **(21 SW Added)** Obey all other traffic regulations, except when an emergency exists. In an emergency, they may:

A2.1.12.1.2.1. **(21 SW Added)** Park in any location.

A2.1.12.1.2.2. **(21 SW Added)** Disobey stop signs and make unauthorized turns, provided the vehicle is under control and does not endanger life, property, or other vehicles.

A2.1.12.1.2.3. **(21 SW Added)** Exceed the established speed regulations by a maximum of 15 mph when in pursuit of law violators or when responding to an alarm or extreme emergency; however, safety and extreme caution are paramount. Drive in a prudent manner and at speeds compatible with road, traffic, weather, and visibility conditions.

A2.1.13. **(21 SW Added)** Speed Limits. Regardless of posted speed limits or the speed limits specified in this instruction, no person will operate a motor vehicle on PAFB/CMAFS at a speed in excess of what is reasonable and safe for surface, weather, visibility, and existing traffic conditions. Vehicle operators will reduce speed and proceed with extreme caution while driving through congested areas, when passing troops, or when approaching children at play.

A2.1.13.1. **(21 SW Added)** 10 miles per hour (mph) in all parking areas with the exception of the adjoining parking lots of the following areas which have 5 mph limits: Chapel, Exchange, Commissary, ENT building, and 21 Civil Engineer Squadron.

A2.1.13.2. **(21 SW Added)** 5 mph whenever passing any troop movements or formation walks/runs. Drivers will yield the right-of-way to marching troop formations, slow their vehicle to 5 mph when approaching from any direction, and when passing the formation, use extreme caution. The driver will comply with the troop formation road guard instructions and not overtake a troop formation marching in the same direction until instructed by the troop commander to pass.

A2.1.13.3. **(21 SW Added)** 15 mph when approaching or exiting a gate entry.

A2.1.13.4. **(21 SW Added)** Two-lane paved roads: 40 mph.

A2.1.13.5. **(21 SW Added)** Paved service roads: 30 mph.

A2.1.14. **(21 SW Added)** Distracted driving. Vehicle operators on PAFB/CMAFS and operators of Government owned vehicles will not use cellular/wireless devices unless the vehicle is safely parked or unless they are using a hands-free device. The wearing of any other portable headphones, earphones, or other listening devices (except for hands-free cellular phones) while operating a motor vehicle is prohibited. Use of those devices impairs driving and masks or prevents recognition of emergency signals, alarms, announcements, the approach of vehicles, and human speech. Whenever possible, distractions such as eating and drinking, operating radios, and using other hand-held electronic devices such as CD players, global positioning equipment, and so on, should only be done when the vehicle is safely parked.

A2.1.15. **(21 SW Added)** Pedestrians, Joggers, and Marching Troops.

A2.1.15.1. **(21 SW Added)** When jogging or running on roadways at night (1 hour before sunset to 1 hour after sunrise) or in inclement weather (i.e., fog, rain, sleet, snow, etc.), personnel will wear retro-reflective clothing or devices visible from the front and back.

A2.1.15.2. **(21 SW Added)** Joggers and walkers must travel single file facing oncoming traffic and will not jog or walk on roadway pavement, except to cross intersections or on designated bicycle lanes when no other options exist. Joggers and walkers must obey off-limit areas.

A2.1.15.3. **(21 SW Added)** Wearing portable headphones, earphones, or other listening devices while operating a motor vehicle on PAFB/CMAFS roadways is prohibited, with the exception of a hands- free telephone headset or single-bud earpiece.

A2.1.15.4. **(21 SW Added)** Foot traffic on snow routes is not authorized while snow removal operations are in progress.

A2.1.15.5. **(21 SW Added)** No person shall solicit a ride on any PAFB/CMAFS roadway except at a designated pickup or drop-off point or in an emergency.

A2.1.15.6. **(21 SW Added)** Pedestrians will use sidewalks when available. Where no sidewalk exists, pedestrians will walk single file facing oncoming traffic and will not walk on roadway pavement (except to cross intersections) unless no other option exists.

A2.1.15.7. **(21 SW Added)** Troops in formation will march on the right side of the roadway with the direction of traffic. Personnel in front and rear ranks will use fluorescent or reflective personal protective equipment or organizational clothing with sewn-on reflective tape. Road guards will be provided for safety at intersections.

A2.1.16. **(21 SW Added)** Major Vehicle Maintenance. Major vehicle maintenance on any POV may not be performed anywhere on PAFB/CMAFS due to environmental spill hazards.

A2.1.17. **(21 SW Added)** Correction of Safety Standard Violations. Owners of vehicles identified or cited for not meeting the safety standards will correct the discrepancy and present evidence of correction to SF within 10 days of the citation. If the defect is satisfactorily repaired or corrected no points will be assessed against the individual's on-base driver's record. However, if the vehicle operator or owner fails to correct the discrepancy within 10 days, points will be assessed and the operator or owner will remove the vehicle from PAFB/CMAFS until the discrepancy is corrected. The only exception to this requirement is for vehicles taken to an appropriate repair facility for repairs. Evidence of such disposition of vehicles will be presented to SF within 10 days of citation and again when the discrepancy has been corrected. When an extension is needed, the owner of the vehicle must contact 21 SFS/S5R; extensions will be granted on a case-by-case situation.

A2.1.18. **(21 SW Added)** Radar or Laser Detection Devices. The use and/or display of radar or laser detection devices is prohibited on PAFB/CMAFS.

A2.2. (21 SW Added) PAFB/CMAFS standards for impoundment. The on-duty SF Flight Chief, or above, will determine when vehicles are to be moved without the owner's consent if the owner cannot be contacted or the owner refuses and conditions indicate impoundment.

A2.2.1. **(21 SW Added)** POVs should not be impounded unless the vehicles clearly interfere with ongoing operations or movement of traffic, threaten public safety or convenience, are involved in criminal activity, contain evidence of criminal activity, or are stolen or abandoned.

A2.2.2. **(21 SW Added)** The impoundment of a POV would be inappropriate when reasonable alternatives to impoundment exist.

A2.2.2.1. **(21 SW Added)** Attempts should be made to locate the owner of the POV and have the vehicle removed.

A2.2.2.2. **(21 SW Added)** The vehicle may be moved a short distance to a legal parking area and temporarily secured until the owner is found.

A2.2.2.3. **(21 SW Added)** Another responsible person may be allowed to drive or tow the POV with permission from the owner, operator, or person empowered to control the vehicle. In this case, the owner, operator, or person empowered to control the vehicle will be informed that law enforcement personnel are not responsible for safeguarding the POV.

A2.2.3. **(21 SW Added)** Impounding of POVs is justified when any of the following conditions exist:

A2.2.3.1. **(21 SW Added)** The POV is illegally parked

A2.2.3.1.1. **(21 SW Added)** On a street or bridge, in a tunnel, or is double parked, and interferes with the orderly flow of traffic.

A2.2.3.1.2. **(21 SW Added)** On a sidewalk, within an intersection, on a crosswalk, on a railroad track, in a fire lane, or is blocking a driveway, so that the vehicle interferes with operations or creates a safety hazard to other roadway users or the general public. An example would be a vehicle parked within 15 feet of a fire hydrant or blocking a properly marked driveway of a fire station or aircraft-alert crew facility.

A2.2.3.1.3. **(21 SW Added)** When blocking an emergency exit door of any public place (installation theater, club, dining hall, hospital, and other facility).

A2.2.3.1.4. **(21 SW Added)** In a “tow-away” zone that is so marked with proper signs.

A2.2.3.1.5. **(21 SW Added)** Installation entry control points or controlled or restricted areas or their respective entry control points.

A2.2.3.2. **(21 SW Added)** The POV interferes with—

A2.2.3.2.1. **(21 SW Added)** Street cleaning or snow removal operations and attempts to contact the owner have been unsuccessful.

A2.2.3.2.2. **(21 SW Added)** Emergency operations during a natural disaster or fire or must be removed from the disaster area during cleanup operations.

A2.2.3.2.3. **(21 SW Added)** The POV has been used in a crime or contains evidence of criminal activity.

A2.2.3.2.4. **(21 SW Added)** The owner or person in charge has been apprehended and is unable or unwilling to arrange for custody or removal.

A2.2.3.2.5. **(21 SW Added)** The POV is mechanically defective and is a menace to others using the public roadways.

A2.2.3.2.6. **(21 SW Added)** The POV is disabled by a traffic incident and the operator is either unavailable or physically incapable of having the vehicle towed to a place of safety for storage or safekeeping.

A2.2.3.2.7. **(21 SW Added)** Law enforcement personnel reasonably believe the vehicle is abandoned.

A2.2.3.2.8. **(21 SW Added)** Installation entry control points or controlled or restricted areas or their respective entry control points.

A2.3. (21 SW Added) PAFB/CMAFS Procedures for impoundment

A2.3.1. **(21 SW Added)** Unattended privately owned vehicles. The DD Form 2504 (Abandoned Vehicle Notice) will be conspicuously placed on POVs considered unattended. This action will be documented by an entry in the 21 SFS blotter.

A2.3.1.1. **(21 SW Added)** The owner will be allowed 3 days from the date the POV is tagged to remove the vehicle before impoundment action is initiated. If the vehicle has not been removed after 3 days, it will be removed by the installation towing service or the contracted wrecker service. If a contracted wrecker service is used, a DD Form 2505 (Abandoned Vehicle Removal Authorization) will be completed and issued to the contractor by 21 SFS.

A2.3.1.2. **(21 SW Added)** After the vehicle has been removed, 21 SFS or the contractor will complete the DD Form 2506 (Vehicle Impoundment Report) as a record of the actions taken.

A2.3.1.3. **(21 SW Added)** An inventory listing personal property will be done to protect the owner, law enforcement personnel, the contractor, and the commander.

A2.3.1.4. **(21 SW Added)** The contents of a closed container such as a suitcase inside the vehicle need not be inventoried. Such articles should be opened only if necessary to identify the owner of the vehicle or if the container might contain explosives or otherwise present a danger to the public. Merely listing the container and sealing it with security tape will suffice.

A2.3.1.5. **(21 SW Added)** Personal property must be placed in a secure area for safekeeping.

A2.3.1.6. **(21 SW Added)** The DD Form 2507 (Notice of Vehicle Impoundment) will be forwarded by certified mail to the address of the last known owner of the vehicle to advise the owner of the impoundment action, and to request information concerning the owner's intentions pertaining to the disposition of the vehicle.

A2.3.2. **(21 SW Added)** Stolen privately owned vehicles or vehicles involved in criminal activity. When the POV is to be held for evidentiary purposes, the vehicle should remain in the custody of PAFB/CMAFS until law enforcement purposes are served.

A2.3.2.1. **(21 SW Added)** Recovered stolen POVs will be released to the registered owner, unless held for evidentiary purposes, or to the law enforcement agency reporting the vehicle stolen, as appropriate.

A2.3.2.2. **(21 SW Added)** A POV held on request of other authorities will be retained in the custody of the applicable PAFB/CMAFS until the vehicle can be released to such authorities.

A2.3.2.3. **(21 SW Added)** PAFB/CMAFS Procedures for search incident to impoundment based on criminal activity.

A2.3.2.3.1. **(21 SW Added)** Search of a POV in conjunction with impoundment based on criminal activity will likely occur in one of the following general situations:

A2.3.2.3.1.1. **(21 SW Added)** The owner or operator is not present. This situation could arise during traffic and crime-related impoundments and abandoned vehicle seizures. A property search related to an investigation of criminal activity should not be conducted without search authority unless the item to be seized is in plain view or is readily discernible on the outside as evidence of criminal activity. When in doubt, proper search authority should be obtained before searching.

A2.3.2.3.1.2. **(21 SW Added)** The owner or operator is present. This situation can occur during either a traffic or criminal incident, or if the operator is apprehended for a crime or serious traffic violation and sufficient probable cause exists to seize the vehicle. This situation could also arise during cases of intoxicated driving or traffic accidents in which the operator is present but incapacitated or otherwise unable to make adequate arrangements to safeguard the vehicle. If danger exists to the police or public or if there is risk of loss or destruction of evidence, an investigative type search of the vehicle may be conducted without search authority.

A2.4. (21 SW Added) PAFB/CMAFS Procedures for disposition of vehicles after impoundment.

A2.4.1. **(21 SW Added)** If a POV is impounded for evidentiary purposes, the vehicle can be held for as long as the evidentiary or law enforcement purpose exists. The vehicle must then be returned to the owner without delay unless directed otherwise by competent authority.

A2.4.2. **(21 SW Added)** If the vehicle is unclaimed after 120 days from the date notification was mailed to the last known owner or the owner released the vehicle by properly completing DD Form 2505, the vehicle will be disposed of by one of the following procedures:

A2.4.2.1. **(21 SW Added)** Release to the lienholder, if known.

A2.4.2.2. **(21 SW Added)** Process as abandoned property in accordance with DOD 4160.21-M.

A2.5.2.2.1. **(21 SW Added)** Property may not be disposed of until diligent effort has been made to find the owner; or the heirs, next of kin, or legal representative of the owner.

A2.5.2.2.2. **(21 SW Added)** The diligent effort to find one of those mentioned above, shall begin no later than 7 days after the date on which the property comes into custody or control of the law enforcement agency.

A2.5.2.2.3. **(21 SW Added)** The period for which this effort is continued may not exceed 45 days.

A2.5.2.2.4. **(21 SW Added)** If the owner or those mentioned in [paragraph A2.5.2.2.1.](#), above, are determined, but not found, the property may not be disposed of until the expiration of 45 days after the date when notice, giving the time and place of the intended sale or other disposition, has been sent by certified or registered mail to that person at his or her last known address.

Attachment 3 (21 SW Added)**RESERVED PARKING PLAN**

A3.1. (21 SW Added) General. Installation parking facilities (parking areas) must be managed to provide support to the mission and to encourage a safe working and living environment. 21 CES/CC (or designated representative), is the program manager for all reserved parking plans. The Installation Planning Committee (IPC), chaired by the 21 SW/CC (or designated representative) has final approval authority for all reserved parking plans.

A3.2. (21 SW Added) Policy. Spaces reserved for handicapped personnel and government vehicles are determined first from the total available. Approval authorities may assign up to 10% of the remaining number of available spaces in an area as reserved parking. Up to half (5%) of the allowable 10% may be assigned to key personnel (commanders or equivalent, first sergeants, chief enlisted managers, command chief master sergeants, etc.). The remaining 5% can be used for award winners, volunteer, customer parking, etc. Spaces reserved for handicap will be those closest to the facility followed by those for official vehicles. Facility managers are required to maintain a map of their assigned parking areas identifying the current number of reserved parking spaces. 21 CES will also maintain a current list of all approved reserved parking spaces. Special consideration should be given to bicycle, motorcycle, visitor, Gold Star families, and car pool parking.

A3.3. (21 SW Added) Procedures. Facility managers will serve as points of contact for reserved parking designations in parking lots servicing the facility. For parking lots servicing more than one facility, requests for reserved parking designations will be coordinated with appropriate facility managers.

A3.3.1. (21 SW Added) The requesting facility manager will submit a written request (AF Form 332, *Base Civil Engineer Work Request*) work order for reserved parking spaces to 21 CES, after coordinating the request with 21 SFS and any other affected facility manager(s). Requests will be completed as follows:

A3.3.1.1. (21 SW Added) Provide a map or drawing depicting the parking area, total spaces, number, and desired location of the reserved spaces, designation for each space and the name and duty phone of the facility manager submitting the request.

A3.3.1.2. (21 SW Added) The approval authority, 21 CES will notify the requester of the decision. The decision is final. The requester will receive the approved request back and submit the request to 21 CES to have the spaces marked.

A3.3.2. (21 SW Added) Distinctive emblems, decals, stickers, etc., to control parking space assignments and to indicate authorized use of the parking spot will be used. They should be in compliance with current facility excellence program requirements.

A3.3.3. (21 SW Added) Facility managers or special event coordinators are responsible for the placement and removal of temporary signs after coordination with 21 CES and 21 SFS.

A3.3.4. (21 SW Added) Requests for removal of reserved parking will follow the procedure listed above.

A3.3.5. (21 SW Added) Biennially (NLT 30 September, odd years), each facility manager will submit a drawing to 21 CES of the parking areas surrounding their building(s). The drawing(s)

will include the location and total number of parking spaces available and the number, location, and title of each reserved parking spot. Those facility managers who share parking areas may work together and submit a combined report.

Attachment 4 (21 SW Added)**GENERAL PARKING PLAN**

A4.1. (21 SW Added) General. The registered owner is responsible for any parking violation committed with his or her vehicle. Parking violations will be assessed against the registered owner, regardless of who parked the vehicle. It is the owner's responsibility to brief a borrower of his or her vehicle as to where the vehicle may or may not be parked. The owner is also responsible for knowing where the vehicle is parked when the keys are returned.

A4.1.1. **(21 SW Added)** Authorized parking is designated only to assigned slots or parking lots. Vehicles must display the appropriate parking pass when parked in reserved or assigned parking slots. Parking outside the established lot boundary is prohibited, to include motorcycle-sized/designated spots. Violators identified will be ticketed and may be towed.

A4.2. (21 SW Added) Motorcycle parking. Motorcycle parking is authorized in designated motorcycle parking areas or parking slots based on the procedures identified in paragraphs above. If vehicle parking slots are used, personnel riding motorcycles should share the slot as much as possible.

A4.3. (21 SW Added) Boats, Trailers, and Recreational Vehicles. Boats, trailers, and recreational vehicles must be registered with Outdoor Recreation (ODR) before the vehicle can be authorized for storage on PAFB/CMAFS. Authorized storage of these types of vehicles is restricted to areas as directed by the ODR storage facility

A4.3.1. **(21 SW Added)** Parking is prohibited for boats, boat trailers, horse trailers and utility trailers, recreation vehicles designated for sleeping, within cluster housing areas when they create a safety hazard, when they interfere with other cluster residents' parking spaces, or when the vehicle is not properly registered. Recreation vehicles may be parked in housing areas for a period of 24 hours to load, unload, or clean only.

A4.3.2. **(21 SW Added)** The 21 FSS Lodging Office may issue a temporary parking pass to lodging occupants to park their personal RV, boat, moving van, or other vehicle or trailer in the parking lot at Building 873. The pass expires upon termination of lodging occupancy, or as otherwise directed by lodging or Security Forces.

A4.3.3. **(21 SW Added)** Parking anywhere on PAFB/CMAFS for the purpose of camping is prohibited outside of approved camping areas, if applicable.

A4.4. (21 SW Added) No Parking Areas. When vehicles are found in a "no parking" area and appear to be abandoned, follow the procedures for towing, as outlined previously in this attachment. "No parking" areas are as follows:

A4.4.1. **(21 SW Added)** On any seeded, grassed, landscaped, or xeriscaped area not specifically designated for parking.

A4.4.2. **(21 SW Added)** Within loading docks, in such a manner as to interfere with loading or unloading operations.

A4.4.3. **(21 SW Added)** Within 75 feet of an accident or fire equipment, which is stopped in response to an alarm.

A4.4.4. **(21 SW Added)** In any area where the vehicle exceeds the allotted parking time.

A4.5. (21 SW Added) Dormitories. Parking at the airmen dormitories on the sidewalk adjacent to entry points is permissible only for short-term unloading of vehicles. Vehicles will not be parked for longer than 20 minutes for loading and unloading.

A4.6. (21SW) Housing. Privately owned vehicles will be parked in driveways or authorized parking areas only. Where on-street parking is permitted, vehicles must be parked in authorized areas only. Do not park within 15 feet of intersections, on top of curbsides or sidewalks, where the vehicle blocks access to assigned garages, carports, or prevents emergency personnel access/operations. Do not park in front of bus stops, mailboxes, on lawns, or in common areas within housing, or within 15 feet of fire hydrants. All vehicles parked in housing on the street must be parked in the same direction as the flow of traffic. PAFB/CMAFS does not permit recreational vehicles, house trailers, utility trailers, campers, or boats within the housing area, except for a maximum of 24 hours while preparing them for use or storage. Residents may park these vehicles at the PAFB/CMAFS recreational vehicle parking area. Residents will contact 21 FSS for information on the use of this parking area.

A4.6.1. **(21 SW Added)** Parking is prohibited in areas not designated by signs or painted lines.

A4.6.2. **(21 SW Added)** No vehicle shall impede the flow of traffic, be parked in a hazardous manner, or pose a potential security risk. Such vehicles may be towed at the owner's expense.

A4.7. (Added) Space-Available Travel Parking Area. The Space-Available Travel Parking Area on PAFB is established in the parking lot located on the north side of the Peterson Blvd & Hamilton Ave intersection. This area is more commonly known as the parking lot for the PAFB picnic grounds. Vehicles will be parked in the first row facing Hamilton Ave. This parking area is for use by persons flying space available from the passenger terminal and personnel on extended temporary duty. 21 LRS will establish procedures for passengers parking their vehicles in this area and make these procedures known to passengers. Persons leaving their vehicle in this area will register with the passenger terminal prior to each departing flight from PAFB. Security Forces will make random checks of the long-term parking area. Failure to follow established procedures may result in the vehicle being towed.

A4.8. (21 SW Added) Long-Term Parking Area. Peterson AFB does not have a long-term parking area.

A4.9. (21 SW Added) Unattended Motor Vehicles. No operator or individual in charge of any motor vehicle shall allow a motor vehicle to stand unattended without first stopping the engine, locking the ignition, removing the key from ignition, and effectively setting the brake thereon. When the vehicle is standing upon any grade, the person shall turn the front wheels to the curb or side of the highway in such a manner as to prevent the vehicle from rolling onto the traveled way.

A4.10. (21 SW Added) Idling Vehicles. No owner or operator of a motor vehicle shall cause or permit a motor vehicle to idle for more than five minutes within any sixty-minute period except:

A4.10.1. **(21 SW Added)** When it remains motionless because of highway traffic, an official traffic control device or signal, or at the direction of a law enforcement officer.

A4.10.2. **(Added) 21SW)** When the driver is operating defrosters, heaters, or air conditioners or is installing equipment only to prevent a safety or health emergency, and not for rest periods.

A4.10.3. **(21 SW Added)** Armored vehicles, when a person is inside the vehicle to guard its contents or during the loading or unloading of the vehicle.

A4.10.4. **(21 SW Added)** Emergency and law enforcement vehicles, military tactical vehicles and snow removal vehicles and equipment for specific emergencies, military training requirements or disaster relief/humanitarian operations, or winter storm response activities/snow removal.

A4.10.5. **(21 SW Added)** Government owned/operated/leased vehicles.

A4.10.5.1. **(21 SW Added)** During extreme cold weather situations associated with Wind Chill Index and Flag colors “yellow” and “red”, vehicles may remain idling for the purposes of warming, when no indoor heated environment is available. The vehicle should only remain idling during the hourly warming cycle, IAW AFI 48-151, *Thermal Injury Prevention Program*. Safety is the number one concern. It is at the operator’s discretion if he/she feels the need to have a vehicle idle longer for the purpose of warming, to prevent hypothermia, frostbite, etc., (**Note:** Does not apply to emergency response vehicles idling with warning lights running during a response.)

A4.10.5.2. **(21 SW Added)** During extreme hot weather situations associated with Heat Category flag colors “red” and “black” vehicles may remain idling for the purposes of cooling, when no indoor cooling environment is available. The vehicle should only remain idling during the hourly rest/cooling cycle, IAW AFI 48-151, *Thermal Injury Prevention Program* safety is the number one concern. (**Note:** Does not apply to emergency response vehicles idling with warning lights running during a response.)

A4.10.5.3. **(21 SW Added)** Operators must use their own discretion in certain situations. These provisions do not apply to the following vehicles, equipment or situations:

A4.10.5.3.1. **(21 SW Added)** Vehicles undergoing maintenance/diagnostic procedures and flight line operations such as loading and unloading aircraft.

A4.10.5.3.2. **(Added) 21SW)** Emergency vehicles and equipment are exempt while engaged in operational activities such as a fire, police or ambulance services or vehicles assisting in an emergency activity/military exercise. In addition, Security Forces vehicles transporting police working dogs (K-9s) are exempt.

A4.10.5.3.3. **(21 SW Added)** Where engine power is necessary for an associated power needs such as, but not limited to, electrical power, compressed air, and various power take off devices such as auxiliary hydraulics/wrecker/deicer operations.

A4.10.5.3.4. **(21 SW Added)** Where safety may be compromised by shutting down the engine, at the discretion of the operator.

A4.10.5.3.5. **(21 SW Added)** During passenger loading or unloading of buses.

A4.10.5.3.6. **(21 SW Added)** When in Mission Oriented Protective Posture (MOPP) I-IV conditions, vehicles may remain idling for air conditioning use to prevent heat exhaustion, unless otherwise directed.

A4.10.5.4. **(21 SW Added)** Unless otherwise specified, vehicles may not idle for more than five minutes within any sixty-minute period. Reports of vehicles idling in excess of five minutes will be reported as a misuse of a government vehicle and reported to unit commanders.

A4.11. (21 SW Added) Cost. Violators are responsible for all costs of towing, storage, and impounding of vehicles for other than evidentiary reasons.

Attachment 5 (Added)**DD FORM 1408, ARMED FORCES TRAFFIC TICKET REBUTTALS**

A5.1. (21 SW Added) Intent to Rebut. Individuals wishing to rebut their citation(s) must express their intent to rebut to 21 SFS/S5R within 5 duty days of receiving the citation. Rebuttals are submitted via written memorandum and must be endorsed by the member's (or their sponsor's) commander. Nonaffiliated civilians (including non-DoD Contractors) wishing to rebut citations will be permitted to submit their rebuttal via memorandum without a commander endorsement. Non-DoD Contractors, however, must obtain endorsement from their supervisor.

A5.1.1. **(21 SW Added)** Either the member receiving the citation, or the first sergeant or commander, if applicable, will return the citation and the rebuttal memorandum with commander's endorsement to 21 SFS/S5R for further processing. The rebuttal must be received by 21 SFS/S5R within 14 days of receipt of the citation.

A5.1.2. **(21 SW Added)** 21 SFS/S5R will review the rebuttal and citation. Should 21 SFS/S5R concur with upholding the citation, they will document this on the routing document and forward to 21 SW/JA for a review for legal sufficiency. 21 SW/JA should provide a review for the approval authority within 7 calendar days of receipt.

A5.1.3. **(21 SW Added)** 21 SFS/S5R will route the rebuttal package to the approval authority for disposition of the citation.

A5.1.4. **(21 SW Added)** The approval authority will return the rebuttal package, with proper annotation of their decision for disposition, to 21 SFS/S5R.

A5.1.5. **(21 SW Added)** 21 SFS/S5R will notify the individual of the final outcome in writing.

A5.2. (21 SW Added) Timeliness of Rebuttals. Traffic citations for which the rebuttal is not received within 14 days of issuing of the citation are final and not ordinarily reviewable at any subsequent suspension or revocation of driving privileges proceedings. Traffic citations for which the rebuttal was denied are also final and ordinarily not reviewable in subsequent proceedings. Rebuttals of traffic citations received later than 14 days after the offense are permitted if the violator demonstrates that he or she did not receive notice of the citation and/or rebuttal instructions. In such cases he or she must submit their rebuttal within 14 days after they receive notice.

Attachment 6 (21 SW Added)

CODE NUMBERS FOR DD FORM 1408, ARMED FORCES TRAFFIC TICKET

Table A6.1. Code Numbers for DD Form 1408, Armed Forces Traffic Ticket.

| Code # | Long Title |
|--------|---|
| A6-1 | Backing - Improper Backing Technique |
| A6-2 | Barrier - Driving Over or Around a Physical Barrier |
| A6-3 | Child - Leaving a Child/Infant Unattended in a Motor Vehicle |
| A6-4a | Device - Failure to Obey Control Sign Legend (Red, Yellow, Green) |
| A6-4b | Device - Failure to Obey Flashing Signal Device |
| A6-4c | Device - Failure to Obey Official Traffic Control Devices |
| A6-4d | Devices - Use and/or display of radar or laser detection devices |
| A6-5 | Driving - Aggressive Driving (or other violations involving driver behavior) |
| A6-5 | Driving - Careless Driving |
| A6-5 | Driving - Driving on Wrong Side of Road |
| A6-5 | Driving - Driving Over an Unprotected Fire Hose |
| A6-5 | Driving - Driving the Wrong Direction on a One-Way Road |
| A6-5 | Driving - Failure to Maintain a Safe Following Distance |
| A6-5 | Driving - Operating an "off street" vehicle |
| A6-5 | Driving - Reckless Driving |
| A6-6a | Driving Distracted - Operating a Motor Vehicle While Distracted (other) |
| A6-6b | Driving Distracted - Operating a Vehicle While Using a Mobile Telephone |
| A6-6c | Driving Distracted - Operating a Vehicle While Using Headphones/Earphones (Motorcycle Helmet Intercom System Between Operator and Passenger is Permitted) |
| A6-7 | Driving Intoxicated - Operating a Vehicle While Impaired, Under the Influence, or Intoxicated |
| A6-8 | Driving Obstructed - Operating a Vehicle with an Obstructed View, Interference With Driver, or Driving in a Mechanism-Hazardous Situation |
| A6-9 | Eluding - Eluding or Attempting to Elude a Police Officer |
| A6-10 | Flow - Impeding the Flow of Traffic (stopping in a designated traffic lane or driving too slow) |
| A6-11 | Following - Unauthorized Following of an Emergency Response Vehicle |
| A6-12 | Fueling - Not Adhering to Proper Fueling Procedures. Always shut off the vehicle engine prior to fueling. While fueling (or while in the fueling area), it is prohibited to smoke, use mobile phones (or any electronic communication devices), enter/exit the vehicle, or use open flames. Only dispense fuel in approved containers and set the containers on the ground to prevent static electricity, fire, or explosion. |
| A6-13a | Headlights - Failure to Dim Headlights |
| A6-13b | Headlights - Operating a Vehicle Without Headlights |
| A6-14 | Idling - Causing or Permitting Vehicle to Idle in excess of 5 minutes within a 60 minute period (except when permitted as described in this code) |
| A6-16 | Insurance - Failure to Exhibit Proof of Current/Valid Vehicle Insurance on Demand |
| A6-16 | Lane Usage - Improper Lane Usage or Improper Lane Change |

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| A6-17a | License - Driver's License Required (Suspended/Revoked/Not Issued) |
| A6-17b | License - Failure to Exhibit a Current/Valid Driver's License on Demand (expired or not on hand) |
| A6-17c | License - Permitting Unauthorized/Unlicensed Person to Operate a Motor Vehicle |
| A6-17d | License - Unlawful Use of Driver's License (Violation of License Restrictions/ Classifications) |
| A6-18 | Maintenance - Conducting Maintenance of a Vehicle in a Parking Lot, on a Road, or in a Housing Area |
| A6-19a | Motorcycle - Clinging to Another Vehicle from a Motorcycle |
| A6-19b | Motorcycle - Failure to Exhibit Valid Motorcycle Safety Course Certification On Demand (while operating) |
| A6-19c | Motorcycle - Failure to Meet Minimum Standards of a Motorcycle, Moped, or Motor- driven Cycle |
| A6-19d | Motorcycle - Failure to Use Proper Motorcycle Safety Equipment |
| A6-19e | Motorcycle - Improper or Absent Motorcycle Rear View Mirror |
| A6-19f | Motorcycle - Operating a Motorcycle on Roadways Lined for Non-motorized Traffic |
| A6-20 | Order - Failure to Obey a Traffic Enforcement/Law Enforcement Officer's Order or Direction |
| A6-21a | Overtaking - Improper Overtaking of a Snow Removal or Maintenance Vehicle/ Equipment |
| A6-21b | Overtaking - Improper Overtaking on the Left |
| A6-21c | Overtaking - Improper Overtaking on the Right |
| A6-22a | Parking - Improper Parking a Vehicle on Curb or Roadway Edge |
| A6-22b | Parking - Improper Parking or Parking in a Prohibited Area |
| A6-22c | Parking - Improper/Illegal Parking in Designated Handicap Area (No decal, license or placard displayed) |
| A6-22d | Parking - Parking a Vehicle on a Paved Road, Undesignated |
| A6-23 | Passing - Improper Passing with Oncoming Vehicles |
| A6-24a | Registration - Expired Vehicle License Plates |
| A6-24b | Registration - Failure to Exhibit Proof of Current/Valid Vehicle Registration on Demand |
| A6-24c | Registration - License Plates Not Attached in Front and Rear of Vehicle |
| A6-24a | Restraints - Failure to Properly Use a Child/Infant Restraint Device |
| A6-25b | Restraints - Failure to Use a Seatbelt |
| A6-26a | Signals - Failure to Obey the Rules of a Malfunctioning Traffic Signal |
| A6-26b | Signals - Failure to Use Proper Signal Device |
| A6-27a | Speed - Excessive Speed |
| A6-27b | Speed - Participating in Speed Contests |
| A6-28 | Stop - Failure to Stop for School Bus, School Crossing Signal, or School Crossing Guard |
| A6-29 | Stop/Yield - Failure to Stop or Yield |
| A6-30 | Towing - Improper Towing Procedures |
| A6-31a | Turning - Improper Left-hand Turn |
| A6-31b | Turning - Improper Right-hand Turn |

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| A6-31c | Turning - Improper Turning Movements - Other |
| A6-31d | Turning - Improper Two-way Left-hand Turn |
| A6-32a | Unattended Vehicle - Leaving a Motor Vehicle Unattended Without First Turning of the Vehicle Engine |
| A6-32b | Unattended Vehicle - Leaving a Motor Vehicle Unattended Without First Locking the Ignition and Removing the Key While the Vehicle is on Any Perceptible Grade Without Setting the Vehicle Parking Brake and Turning the Front Wheels Towards the Curb or Roadway Edge |
| A6-33a | Vehicle - Operating an Unsafe Vehicle |
| A6-33b | Vehicle - Vehicle Not Meeting Safety Standards (Non-moving violation) |
| A6-34a | Yield - Failure to Yield Right-of-Way to a Vehicle While Approaching or Entering an Intersection |
| A6-34b | Yield - Failure to Yield Right-of-Way to a Vehicle While Entering a Highway |
| A6-34c | Yield - Failure to Yield the Right-of-Way to a Vehicle While Entering From an Alley, Driveway, or Building |
| A6-34d | Yield - Failure to Yield the Right-of-Way to Pedestrians in Crosswalk |