

**BY ORDER OF THE COMMANDER
97TH AIR MOBILITY WING (AETC)**



**ALTUS AIR FORCE BASE
Supplement**

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**MOTOR VEHICLE TRAFFIC
SUPERVISION**

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This publication implements Department of the Air Force Instruction 31-218, *Motor Vehicle Traffic Supervision* and the Oklahoma Traffic Code as written in Oklahoma Statutes Title 47, *Motor Vehicles*. Security Forces (SF) is a legally recognized law enforcement agency with the authority to enforce Oklahoma statutes. It establishes procedures and responsibilities for accomplishing traffic supervision functions. It is directive in nature and compliance is mandatory for all personnel on Altus Air Force Base (AAFB). Ensure all records generated as a result of processes prescribed in this publication adhere to AFI 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with (IAW) the Air Force Records Disposition Schedule, located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the office of primary responsibility (OPR) using the DAF Form 847, *Recommendation for Change of Publication*; route DAF Forms 847 from the field through the appropriate functional chain of command. This publication may be supplemented at any level, but all supplements must be routed to the OPR of this publication for coordination prior to certification and approval. The authorities to waive wing, unit, delta or garrison-level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. 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. 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 Department of the Air Force.

SUMMARY OF CHANGES This instruction has been completely revised. A full review of this instruction is required. Significant changes include: removal of non-essential acronyms, deletion of information already stated in other governing directives, and removal of several compliance terms/statements.

Chapter 1

PROGRAM MANAGEMENT

1.1. Introduction. This Instruction implements policies, assigns responsibility, and establishes procedures for motor vehicle traffic supervision on Altus Air Force Base (AAFB). The objective of a traffic control program is the safe and efficient flow of vehicles and pedestrians through reduction of factors contributing to accidents. This Instruction applies to all personnel within the legal jurisdiction of AAFB. SF personnel are not authorized to stop, search, or detain vehicles that are not within the confines of AAFB legal jurisdiction.

1.1.1. The installation commander will establish a base vehicle code and prescribe vehicle registration requirements. This supplement fulfills that requirement. In addition to the policies described in this supplement, the laws of the state of Oklahoma apply, unless otherwise modified. The term “vehicle” means any motor-driven or propelled vehicle required to be registered IAW Oklahoma state law.

1.1.2. Safe and efficient movement of personnel and vehicles is the objective of every traffic control program. Program goals should focus on ways to reduce traffic-related deaths, injuries, and property damage.

1.1.3. Installation commanders can modify these policies and procedures in instances where military requirements necessitate special measures to meet unique mission needs or to protect public safety.

1.2. Delegation of Authority. The Commander will coordinate letters of delegation through the Staff Judge Advocate (SJA).

1.2.1. The 97th Air Mobility Wing Commander (97 AMW/CC) has delegated the 97th Mission Support Group Commander (97 MSG/CC) and the 97 MSG Deputy Commander (97 MSG/CD) as the OPR with oversight of the Installation’s Traffic Supervision Program, of which they chair through the Traffic Safety Coordination Group (TSCG).

1.2.2. The 97 AMW/CC has delegated the primary authority to suspend or revoke driving privileges on AAFB to the 97 MSG/CC and 97 MSG/CD.

1.3. Responsibilities. The 97 AMW/CC or their designee, cooperates with civil police agencies, other local government agencies, or civil traffic organizations concerned with traffic supervision, and ensures traffic supervision is properly integrated in the overall installation traffic safety program. Letters of delegation should be drafted in this case and coordinated through 97 AMW Judge Advocate (97 AMW/JA), except for all traffic matters as designated in 1.3.2 below.

1.3.1. Installation Commander. Establishes and manages the local traffic supervision program. They have broad authority to regulate the movement of traffic and personnel on their installation. The installation commander must develop local procedures to ensure safe pedestrian and vehicle traffic. To meet goals and objectives, the installation commander integrates safety, engineering, legal, and law enforcement resources into their traffic review and planning process.

1.3.2. Defense Force Commander (DFC). The DFC is the installation commander's principal advisor on issues pertaining to the safe movement of personnel and traffic. The DFC exercises staff responsibility for directing, regulating, and controlling traffic, and enforcing installation rules

pertaining to traffic control. The DFC assist traffic engineers by performing traffic control studies to gather information on traffic problems and usage patterns.

1.3.3. Installation Safety Officer. The Installation Safety Officer develops traffic accident prevention initiatives in support of the installation traffic safety program. They also help the DFC and other agencies with accident and incident investigation.

1.3.4. Installation Civil Engineer (CE). CE plans, designs, constructs, and maintains streets, highways, and abutting lands. CEs select, determine appropriate design, procure, construct, install, and maintain permanent traffic and parking control devices in coordination with the DFC and Installation Safety Officer. They ensure traffic signs, signals, and pavement markings conform to the standards in the current *Manual on Uniform Traffic Control Devices for Streets and Highways*. They also ensure planning, design, construction, and maintenance of streets and highways conform to National Highway Safety Program Standards.

1.3.5. Installation Traffic Engineer. Installation Traffic Engineers conduct formal traffic engineering studies. They apply traffic engineering measures and control devices to reduce the number and severity of traffic accidents. If there is no Installation Traffic Engineer, the installation commander may request support services by contacting the Commander, Military Traffic Management Command, 5611 Columbia Pike, Falls Church VA 22041-5050.

1.3.6. Mental Health Office. The mental health substance abuse control program provides alcohol/drug education, treatment, and rehabilitation to personnel identified with alcohol and/or drug abuse problems.

1.3.7. Traffic Safety Coordination Group. The TSCG IAW with AFI 91-207, *The U.S. Air Force Traffic Safety Program*, convenes annually and as needed. TSCG is chaired by the 97 MSG/CD and the following organizations are identified as mandatory committee members: 97 AMW Safety (97 AMW/SE), 97 SFS, 97th Civil Engineer Squadron (97 CES). Optional memberships may include 97 AMW/JA, local civilian Law Enforcement Agencies (LEA), and any additional squadrons that may need to provide discernment into the daily operations of AAFB. **Note:** invitations to board meetings sent to local LEAs must be given with ample notice prior to the board convening (i.e., at least 30 days prior).

1.3.8. Unit Commanders and civilian equivalents. Commanders and civilian directors will ensure all persons within their area of responsibility are familiar with the contents of this instruction.

1.3.9. 97 MSG/CC and 97 MSG/CD.

1.3.9.1. Designated as final authority on all traffic-related matters occurring on AAFB.

1.3.9.2. Designated official to order administrative suspensions, revocations, or reinstatements of driving privileges on AAFB.

1.3.9.3. Considers requests for all limited driving privileges, probation, or reinstatement.

1.3.9.4. Suspends or revokes an individual's driving privileges when they are facing civil court action which could result in a driving ban, pending disposition of the incident.

1.3.9.5. Considers reinstatement of installation driving privileges for individuals awaiting the results of civil court action.

1.3.9.6. Considers the recommendations of unit commanders, first sergeants, and/or competent medical authority to suspend driving privileges for reasons not covered elsewhere in this instruction.

1.3.9.7. Honors suspensions/revocations from civil police, court authorities, and from other military installations for those individuals that have been assigned to AAFB.

1.3.9.8. Considers suspension or revocation when competent medical authority has recommended individuals be medically disqualified from driving or identified as a problem drinker to the extent which renders them incapable of safely operating a motor vehicle.

1.3.10. 97th Force Support Squadron (97 FSS).

1.3.10.1. Responsible for forwarding a Permanent Change of Station (PCS) listing or official orders for individuals who PCS to 97 SFS Reports and Analysis and 97 SFS Pass and Registration. PCS listing will be provided the month prior to the individual's actual PCS month.

1.3.10.2. Outdoor Recreation (97 FSS). Acts as the OPR for the AAFB vehicle sales area, commonly referred to as the "lemon lot," adjacent to building 72 (see [paragraph 3.10.4.](#)). Also, serves as the OPR for the privately-owned caravan/camper storage area. For this instruction the RV/Camper area will be identified as "FAM CAMP."

1.3.11. 97th Security Forces Squadron Reports and Analysis section (97 SFS/S3R).

1.3.11.1. Upon receipt of PCS listing or official orders from 97 FSS, through Air Force Justice Information System (AFJIS), produces a computer-generated traffic record, and forwards it to the gaining SF unit or servicing military police function. In cases where personnel are separating, the records will be maintained in the 97 SFS/S3R database, following normal disposition instructions.

1.3.11.2. Issues Notice of Preliminary Suspension of Driving Privileges Letter upon authorization from the 97 MSG/CC or designated official to personnel arrested by civil police not previously reported to the Base Defense Operations Center (BDOC).

1.3.11.3. Responds to direct inquiries by civil authorities about a specific driver's status on a case-by-case basis.

1.3.11.4. Reports driving suspension and revocation action to an individual's state driver licensing authority, using return receipt through the US Postal Service.

1.3.11.5. Notifies the 97th Logistics Readiness Squadron Vehicle Operations Element section (97 LRS/LGRDDO) of all individuals who have their driving privileges suspended or revoked. 97 SFS will confiscate the individual's AF Form 2293, *US Air Force Motor Vehicle Operator Identification Card*, as prescribed by AFI 24-301, *Ground Transportation*.

1.3.11.6. Will generate an AFJIS report for the off-base incident and request the accident report from the responding agency, and file with the AFJIS report.

1.3.11.6.1. 97 SFS/S3R will notify the Unit Commander of the involved personnel of the off-base incident and forward the report upon request.

1.3.11.6.2. 97 SFS/S3R will provide, via a suspension/revocation/barment roster from AFJIS, a listing of personnel whose installation driving privileges have been suspended or revoked to 97 SFS/S3, 97 LRS Logistic Ground Vehicle Operations (97 LRS/LGRVO) and the 97th Operations

Support Squadron Airfield Management (97 OSS/OSAA). This list will be provided whenever additions and/or deletions have been made.

1.3.12. 97 SFS Police Services section (97 SFS/S3OP). Serves as the DFC's designated representative for traffic-related issues.

1.3.13. 97 SFS Operations Flight (97 SFS/S3).

1.3.13.1. Issues notice of preliminary suspension of driving privileges letter upon authorization from the 97 MSG/CC or designated official to individuals apprehended or arrested for alcohol and/or drug-related driving offenses on/off the installation.

1.3.13.2. Notifies the unit First Sergeant and/or Commander when an individual within their organization is involved in any type of vehicle accident.

1.3.13.3. Conducts evidentiary tests for alcohol in the breath of vehicle operators who are detained, apprehended, or suspected of any impaired driving offense, provided appropriate equipment and trained personnel are available.

1.3.13.4. Issues DD Form 1408, *Armed Forces Traffic Ticket*, to active duty, National Guard and Reserve military, Department of Defense (DoD) civilians, dependents, retired military, and non-military members for violations occurring on the installation. 97 SFS/S3R assess traffic points against the driver's on-base driving privilege.

1.3.13.5. SF will actively support alcohol safety action projects within the AAFB community as manpower and resources permit.

1.3.14. 97 SFS Security Forces Investigations (97 SFS/S2).

1.3.14.1. Acts as the OPR for the AAFB vehicle wheel clamping and impoundment program, to include operation of the Impound Storage Lot.

1.3.14.2. Tows abandoned vehicles through a contracted agency named in Memorandums of Understanding (MOU) and/or Memorandums of Agreement (MOA).

1.3.14.3. All impounded/abandoned vehicle issues, questions, and/or concerns must be coordinated through the 97 SFS/S2. 97 SFS/S2 can be reached at DSN (312) 866-5999 or commercial at (580) 481-5999.

1.3.15. 97 LRS/LGRDDO tows privately owned vehicles (POV) and government-owned vehicles (GOV) when directed by the 97 SFS Commander, Operations Officer, Operations Superintendent, the 97 AMW Anti-Terrorism Program Manager, or higher for military necessity.

1.3.16. Individual Responsibilities.

1.3.16.1. Abide by the rules and regulations as set forth in this instruction. All service members, contractors, and DoD civilian employees will comply with all federal, local, state laws, and Air Force (AF) directives.

1.3.16.2. Properly register, license, and insure all vehicles IAW appropriate federal laws, state laws, and AF directives. If an individual has had their driving privilege suspended and they PCS or travel on Temporary Duty (TDY), it is the individual's responsibility to notify the gaining SF Squadron/Reports and Analysis section of their suspension. Failure to do so could result in an Article 92 violation and/or further suspensions.

1.3.16.3. If arrested or apprehended by civilian LEAs for traffic-related offenses, report this information to the nearest USAF BDOC, or Unit Commander/First Sergeant within 24 hours of the incident.

1.3.16.4. Report involvement in all *on-base vehicle accidents* to BDOC immediately. Report *off-base accidents* involving an injury to military personnel or damage to government property immediately, not to exceed 24 hours. Report *off-base accidents* involving non-injury of military personnel or damage to non-military property within 72 hours of incident. Failure to do so could result in an Article 92 violation and/or suspension of installation driving privileges.

1.3.16.5. Operate only GOVs for which certified and be able to provide proof of certification for these vehicles that require certification on the AF Form 2293, issued by the AAFB 97 LRS/LGRDDO.

1.3.17. 97th Medical Group (97 MDG).

1.3.17.1. Responsible for conducting blood and urine tests for alcohol and illegal or abused drugs in a vehicle operator's system, who are detained, apprehended, or suspected of any impaired driving offense, or any vehicle operator involved in a fatal accident. The agency requesting the Blood Alcohol Content (BAC)/drug screen shall verbally inform 97 MDG personnel of whether the authority for the BAC/drug screen is based on consent or search authorization. Release authority for both preliminary and certified results of alcohol and drug content in blood and urine upon request to 97 AMW/JA, 97 SFS/CC or appointed designees listed on the Release of Medical Information for Law Enforcement Purposes Letter, and the individual's Commander and/or First Sergeant.

1.3.17.2. Notifies 97 SFS/S3R whenever competent medical authority has recommended an individual be medically disqualified from driving or has been identified as a problem drinker or drug abuser to the extent which renders him or her incapable of safely operating a motor vehicle.

1.3.18. Parking Warden Program.

1.3.18.1. Squadrons can designate parking wardens as part of the Parking Warden Program to monitor and cite parking violators at their facilities.

1.3.18.1.1. When approved and authorized by the installation commander to enact the Parking Warden Program, the 97 MSG/CC or designated official will be the approving official for an organization request to assign Parking Wardens for facilities under their control.

1.3.18.1.2. Organizational Commanders will submit a designation letter to the 97 MSG/CC or designee identifying personnel as Parking Wardens.

1.3.18.1.3. If approved, organizations will forward appointment letters to the TSCG Chair or their designee and the 97 SFS/S3R and 97 SFS/S3 of those personnel approved to act as Parking Wardens.

1.3.18.2. Parking Wardens will only act in parking areas and roadways in the specific area(s) of their responsibility. Parking Wardens may issue a DD Form 1408, *Armed Forces Traffic Ticket*, to personnel or vehicles *for parking violations only*.

1.3.18.3. Personnel must receive training from 97 SFS/S3R and/or 97 SFS/S3OP prior to performing any official duty as a Parking Warden.

1.3.18.4. Individual unit commanders will designate a minimum of one primary and one alternate with the minimum grade of E-5 or civilian equivalent, in writing. All Parking Wardens will issue parking tickets on the DD Form 1408, *Armed Forces Traffic Ticket*. Along with the TSGC, 97 SFS/S3R will maintain the letters of currently appointed Parking Wardens.

1.3.18.5. Parking Wardens are trained by the SF unit on the correct procedures to complete tickets, including the routing process of issued tickets to 97 SFS/S3R. The main difference between a DD Form 1408 issued by an SF member and one by a Parking Warden is the special instructions on the back of the pink copy that instructs the violator to contact the Parking Warden who issued the ticket within 24 hours or the next duty day instead of contacting SF. Parking Wardens will provide contact information on parking tickets to enable violators to complete all required actions of the citation.

Chapter 2

DRIVING PRIVILEGES AND PERMITS

2.1. General Requirements – Driver’s License, Permits, and Privileges.

2.1.1. Driving a GOV, POV, or contractor vehicle on AAFB is a privilege granted by the 97 AMW/CC. Personnel accepting the privilege must comply with AAFB vehicle code, Oklahoma state laws, and registration requirements, federal laws, and AF directives.

2.1.2. To operate a motor vehicle (as defined in Oklahoma Statute Title 47, *Motor Vehicles*) on AAFB, an individual must be in possession of valid driver’s license or drivers permit that has been issued from the individual’s state of residence and that complies with the REAL ID Act, or from the individual’s governing authority or country.

2.1.2.1. Personnel with driving permits and who are operating a motor vehicle on AAFB must have a valid permit, be 16 years of age or older, and must have an experienced driver who is 21 years of age or older riding in the front passenger seat.

2.1.2.2. International driver’s licenses are authorized and accepted permitting the driver has a valid passport and their orders assigning them to AAFB.

2.1.3. Implied Consent to Vehicle Impoundment. Any person accepting the privilege of operating a POV or contractor vehicle on AAFB is deemed to have given their consent for the removal and temporary impoundment of the POV when it is parked illegally, or for unreasonable periods, as determined by the 97 AMW/CC, 97 MSG/CC or DFC, interferes with operations, during increased force protection conditions (FPCON), random anti-terrorism measures (RAM), creates a safety hazard, is abandoned, is left unattended in a restricted or controlled area, or the owner cannot be contacted to move the vehicle. Such persons further agree to reimburse the authorized agent or US government for the cost of towing and storage, should their POV be removed or impounded. The installation commander has designated the parking lot located at the southeast corner of Avenue C and 2nd Street and the parking lot located at the southwest corner of Avenue B and 2nd Street as TDY parking areas. **Note:** Registered vehicles parked at this location will not be towed during the duration of a military member's TDY unless operational conditions warrant it.

2.1.4. Implied Consent to blood, breath, or urine tests. This requirement will be outlined as part of the installation newcomers’ briefings and/or in-processing of newly assigned personnel. Refer to DAFI 31-218 for specific information.

2.1.5. Government-Owned Vehicle Operators License (GOV-OL): Personnel in possession of a valid state driver’s license are authorized to operate GOVs without a GOV-OL, provided the vehicle does not require a license directed by the 97 LRS.

2.1.6. Motor vehicle criminal infraction. Any person who operates, registers, or is in control of a motor vehicle on a military installation involved in a motor vehicle criminal infraction shall be informed that a notice of the violation of law or regulation will be forwarded to the Department of Motor Vehicles (DMV) of the host state and/or home of record for the individual, and to the National Register, when applicable.

2.2. Motorcycle Operation Requirement.

2.2.1. Military personnel who operate or intend to operate a motorcycle on a roadway, operators of government-owned motorcycles, and DAF civilian personnel will:

2.2.1.1. Successfully complete motorcycle safety training upon availability as outlined in Table 4.1 of AFI 91-207, *The Air Force Traffic Safety Program*. Personnel will contact the Safety Office to coordinate appropriate training.

2.2.1.2. Possess a valid motorcycle license, endorsement, or learner's permit to attend AF-sponsored motorcycle training, to include travel to and from training location(s).

2.2.1.3. Contact their motorcycle safety representative and register in the Air Force Safety Automated System (AFSAS) training module. Members will upload appropriate training documentation in AFSAS.

2.2.2. Retirees, contractors, dependents, and all other civilian personnel who operate a motorcycle while on an AF installation are highly encouraged, but not required, to attend an approved motorcycle rider safety course. All motorcycle riders must comply with AFI 91-207 and Oklahoma Statutes Title 47, section 47-6-101.

2.2.3. Proper Protective Equipment (PPE).

2.2.3.1. Head Protection. A helmet, certified to meet current Federal Motor Vehicle Safety Standard No. 218 (DOT), United Nations Economic Commission for Europe (UNECE) Standard 22.05, British Standard 6658, or Snell Standard M2005 or higher, shall be worn and properly fastened under the chin. Commanders may authorize use of combat helmets for operating tactical vehicles (e.g., motorcycles and ATVs) during operations and training based on a risk assessment IAW AFI 90-802, *Risk Management*. Individuals found to be wearing unauthorized helmets may incur additional points on a traffic citation and could potentially lose their privilege of operating a motorcycle within the jurisdiction of AAFB.

2.2.3.2. Eye Protection. Goggles, wrap-around glasses, or a full-face shield designed to meet or exceed American National Standards Institute (ANSI) Standard Z87.1, UNECE 22.05, or BS6658 when manufactured, will be properly worn. A windshield does not constitute proper eye protection.

2.2.3.3. Protective Clothing. Wearing of a long-sleeved shirt or jacket, long trousers, and full-fingered gloves or mittens is required. Gloves or mittens will be made from leather or other abrasion-resistant material. A motorcycle jacket and pants constructed of abrasion-resistant materials containing impact absorbing padding is strongly encouraged. Riders are encouraged to select PPE that incorporates fluorescent colors and retro-reflective material.

2.2.3.4. Foot Protection. Sturdy over-the-ankle footwear that affords protection for the feet and ankles.

2.3. ATVs/Dirt Bikes, Golf Carts, Off Road/Utility Vehicles (and like items).

2.3.1. General. Per Oklahoma Statute - Title 47, these types of vehicles are generally prohibited on roadways, parkways, and highways. These vehicles are prohibited from being operated on AAFB with the following exception: they are government owned and operated, and personnel operating these vehicles have completed training IAW AFI 91-207 and are wearing the required PPE.

2.3.2. For further motorcycle and ATV safety requirements refer to AFI 91-207. **Note:** Refer to OK traffic laws as some of these vehicles may be operated on roadways and highways under certain circumstances.

2.4. Suspension or Revocation of Driving Privileges.

2.4.1. The privilege of driving a POV on AAFB is subject to both administrative suspension and revocation for cause by the 97 MSG/CC or designated official. Suspensions and revocations are based on the commission of serious moving traffic violations and/or assessment of points for moving/non-moving violations.

2.4.1.1. If a rebuttal for a suspension or revocation package is received by the S3R office, the S3R office will submit the completed package to the 97 MSG/CC or designated official for review and final approval. The 97 MSG/CC and/or the designated official will review and weigh all evidence submitted before making a fair and impartial decision.

2.4.1.2. Personnel who transferred from other installations who have had their driving privileges suspended or revoked, will continue to be suspended or revoked on AAFB. Upon notification to the 97 SFS/S3R, the 97 SFS/S3R will provide a written letter to uphold the suspension for the duration of the original suspension. **Note:** Individuals' driving privileges are still suspended upon arrival s at AAFB when they transfer from another installation even before they receive the official written notification of the continued suspension on AAFB.

2.4.1.3. Revocation or suspension of driving privileges will also continue for the specified period for personnel who are in a TDY status either to AAFB or to another installation. Individuals who have had limited driving privileges granted by the 97 MSG/CC or designated official must have a copy of the granting memorandum immediately available when operating a motor vehicle on base.

2.4.2. Suspensions. The 97 MSG/CC or designee dictates suspensions and revocation procedures and can modify suspensions and revocations at their discretion. **Note:** If the individual has exceeded their allotted point accumulation or non-point suspensions, the suspensions can run concurrent to the previously established suspension requirements.

2.4.2.1. Automatic suspensions: occurs when a driver commits a serious moving or non-moving traffic violation. These violations include but are not limited to, Driving Under the Influence (DUI) of intoxicating or mind-altering substances, reckless driving, parking, or driving in a manner that hinders first responders' capabilities to respond to an incident. **Note:** These suspensions have a minimum of a 1-year installation driving suspension (regardless of whether the incident was off the installation or within the jurisdictional boundaries of AAFB) unless otherwise directed by the 97 MSG/CC and designated official.

2.4.2.1.1. Any persons operating a motor vehicle with a BAC or BrAC level exceeding the thresholds detailed in Oklahoma Statute Title 47, 47-754 and 47-756 is reason for automatic suspension.

2.4.2.1.2. Refusal to take or complete a lawfully requested chemical test to determine contents of blood for alcohol or other drugs.

2.4.2.1.3. An arrest report or other official documentation of the circumstances for an apprehension for intoxicated driving.

2.4.2.2. Non-automatic suspensions: occur for moving or non-moving violations when (1) the point values equal or exceed, 12 points in a 12-month period, or 18 points within a 24-month

period. (2) When a speeding violation has occurred that require suspensions, these include but are not limited to excessive speeds, driving double the posted speed limit etc. **Note:** These processes will be identified on the driving suspension notification memorandum.

2.4.2.2.1. Personnel who accumulate 12 points within 12 months, or 18 points within 24 months, will have their installation driving privileges suspended for a period of 1 year.

2.4.2.2.2. For excess and double the posted limit speeding infractions.

2.4.2.2.2.1. First offense will result in a 14-day suspension.

2.4.2.2.2.2. Second offense will result in a 30-day suspension.

2.4.2.2.2.3. Third and subsequent offense(s) will result in the member and that member's leadership attending a hearing with the 97 MSG/CC or designated official for a suspension decision.

2.4.2.3. Non-point assessed violation suspensions include but are not limited to: use of non-hands-free devices, not wearing seatbelts etc. for the purpose of this instruction, processing refers to written notification to the individual by 97 SFS/S3R upon initiation of suspension.

2.4.2.3.1. First offense will result in a 7-day suspension of installation driving privileges upon processing.

2.4.2.3.2. Second offense will result in a 14-day suspension of installation driving privileges upon processing.

2.4.2.3.3. Third offense will result in a 30-day suspension of installation driving privileges upon processing.

2.4.2.3.4. Fourth or subsequent offense(s) will result in the member and that member's leadership attending a hearing with the 97 MSG/CC or designated official.

2.4.3. Revocation.

2.4.3.1. Per DAFI 31-218, paragraph 2-4. b. Revocations (3), the 97 MSG/CC or designated official will immediately revoke driving privileges for a period of not less than one year for following violations:

2.4.3.1.1. The installation commander or designee has determined that the person was lawfully apprehended for driving under the influence.

2.4.3.1.2. Refusing to submit to or complete a test to measure the alcohol content in the blood or detect the presence of any other drug as required by Oklahoma law, installation traffic code, or by AF directives.

2.4.3.1.3. A conviction, non-judicial punishment, or a military or civilian administrative action resulting in the suspension or revocation of a driver's license for intoxicated driving. Appropriate official documentation of such conviction is required as the basis for revocation.

2.4.3.2. The revocation period is increased by two years for individuals driving on base while under any type of suspension or revocation issued by local, state, or federal authorities.

2.5. Reinstatement of Driving Privileges. Privileges may not be reinstated automatically and may have additional requirements before privileges can be reinstated.

2.5.1. All personnel who received a suspension or revocation of installation driving privileges due to accumulation of 12 points within 12 consecutive months, 18 points within 24 consecutive months or is a multiple suspension violator (i.e., non-point assessed suspensions) must attend a defensive driving course at their own expense.

2.5.1.1. Members who are required to complete defensive driving course must present their certificate of completion to 97 SFS/S3R before their installation driving privileges will be reinstated.

2.5.1.2. A list of defensive driving courses is listed in [paragraph 3.16](#) of this instruction.

2.5.2. Military personnel who received a suspension or revocation for an alcoholic or drug-related incident must attend Alcohol and Drug Abuse Prevention & Treatment (ADAPT) and present the certificate of completion to 97 SFS/S3R before their installation driving privileges are reinstated. All other personnel receiving a suspension or revocation for an alcohol or drug-related incident must attend an approved drug or alcohol program at their own expense and present the certificate of completion to 97 SFS/S3R before their installation driving privileges will be reinstated.

2.5.3. Limited Driving Privileges. The 97 MSG/CC or designee may grant limited/restricted driving privileges/probation. Before driving privileges, limited or otherwise, can be granted/reinstated the individual must have a valid license that has been reinstated by their State.

2.5.3.1. Individuals who have had on-base driving privileges suspended or revoked may request limited or restricted driving privileges, in writing, from the 97 MSG/CC at any time. **Note:** Individuals who have had driving privileges revoked for driving without a valid license or with a state-suspended license may not request limited privileges until the individual's state driver's license is reinstated.

2.5.3.2. Limited privileges may be granted on the following grounds:

2.5.3.2.1. Mission requirements.

2.5.3.2.2. Unusual personal or family hardship.

2.5.3.2.3. 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.

2.5.3.2.4. When there is no reasonably 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 place of duty.

2.5.3.2.5. If limited/restricted driving privileges are approved, the route and places where the individual is requesting to drive will be specifically indicated in the letter. No deviation is allowed, except under unusual circumstances. Persons found in violation of the restricted privilege are subject to additional actions and further revocations. If approved by the 97 MSG/CC or designated official, the unit commander or equivalent who requested the limited driving privileges will monitor those privileges. The 97 MSG/CC or designated official will notify the 97 SFS/S3R in writing of the decision for limited driving privileges.

2.5.3.3. Limited Driving Privileges request procedures.

2.5.3.3.1. Submit a written request for limited driving privileges.

2.5.3.3.2. Obtain first endorsement from the unit commander or equivalent recommending approval.

2.5.3.3.3. Send the letter to the 97 SFS/S3R office.

2.5.3.3.4. The 97 SFS/S3R office will then forward the request along with all pertinent information to the 97 MSG/CC or designated official for approval/disapproval. If approved, a copy of the letter must be carried with the individual while operating a motor vehicle on base and provided upon request of SF personnel.

2.5.3.3.5. Individuals, if approved, will submit a copy of limited driving privileges to the 97 LRS Vehicle Operations (97 LRS/LGRVO) for reinstatement of GOV driving privileges.

2.5.3.3.6. 97 SFS/S3R will update Defense Biometric Identification System (DBIDS) and AFJIS accordingly.

Chapter 3

TRAFFIC CODE AND SUPERVISION

3.1. General Requirements. The purpose of this traffic code and supervision section is not to overly restrict personnel driving on the installation; however, smooth and effective traffic control is a guiding principle along with ensuring good order and discipline is maintained. This chapter outlines some of the basic principles to meet those requirements. The core material utilized within this chapter are derived from federal laws, state laws, local laws, and AF regulations. SF are authorized to enforce all governing laws. This chapter might not cover every single law, but it emphasizes the most common infractions.

3.1.1. Speed Limits.

3.1.1.1. Main Base.

3.1.1.1.1. All roadways are 30 mph except where posted.

3.1.1.1.2. Parking lots are 10 mph.

3.1.1.1.3. Military Formations (PT, marching, etc.) are 10 mph when passing formations and/or pedestrians.

3.1.1.1.4. Outbound installation lanes: As posted.

3.1.1.1.5. Perimeter: 25 mph.

3.1.1.2. Military Family Housing Area.

3.1.1.2.1. 25 mph through the main thoroughfares: East/West River, Jasmin Ave., Fir Ave., Burr Dr., and Begonia Dr.

3.1.1.2.2. 15 mph in all other areas of housing.

3.1.1.2.3. 15 mph in the school zone and Youth Center areas

3.1.2. Minimum Speed. Drivers will not drive so slowly that they impede the normal flow of traffic unless conditions necessitate a slow speed.

3.1.3. Drivers will be cautious when driving near areas of traffic for children and pedestrians.

3.1.4. Inclement Weather. Inclement weather is defined as heavy rainstorms, snowstorms, ice, or fog. The maximum allowable speed of motor vehicles during inclement weather is a prudent safe speed, which enables the vehicle operator to reach his/her destination safely and maintain positive control of the vehicle.

3.1.5. All persons attempting to enter the installation in a motor vehicle will be denied entry if any vehicle occupant is not properly using the appropriate restraint devices (i.e., safety belts or child restraints). The driver of the vehicle will also be issued a DD Form 1408 if either they or the passengers are in violation of the installation restraint device laws. All occupants of a vehicle must possess a valid form of identification unless the occupants are under 12 years of age.

3.1.6. Off-Road Vehicle Usages. The vehicles/equipment must be either equipped and/or designated as off-road vehicles. There are no authorized off-road recreational vehicle paths on base. **Exception:** Vehicles may be operated off road for the purpose of mobility and/or contingency purposes.

3.1.7. Vehicle/Traffic Accidents. Follow reporting instructions for vehicle accidents as outlined in [paragraph 4.3.2](#) of this instruction.

3.1.7.1. If a vehicle accident occurs, all members of the incident are required to stay at the scene of the accident until it is resolved. Failure to do so, may constitute a “fleeing scene of accident” incident. This could result in an Article 92 violation, and/or suspension/revocation of driving privileges.

3.1.7.2. A detailed investigation must be completed on the AF Form 1315, *Accident Report* once the accident has been reported to BDOC.

3.1.7.3. Accidents meeting the major classification as defined in DAFI 31-218 require a certified SF Traffic Investigator and an AF Form 3545A, *Incident Report*, must be completed.

3.1.7.4. Vehicle operators may be required to prepare written statements for documentation.

3.1.7.5. Accidents involving a GOV must have an AF Form 3545A, *Incident Report*, completed.

3.1.7.6. Minor accidents involving personal property only do not require completion of an AF Form 3545A, but the accident must be reported to BDOC within 24 hours.

3.1.7.7. Any accident in which SF responds and determines fault, may result in issuance of a DD Form 1408.

3.2. Speed.

3.2.1. Personnel receiving a speeding citation in base housing for over 10 mph will have their installation driving privileges suspended IAW [paragraph 2.4.2.2.2](#) of this instruction. **Note:** Points will be assessed according to [Table A2.2.](#), [Offense A2.5.](#) of this instruction.

3.2.2. Personnel receiving a speeding citation elsewhere on AAFB for 15 mph to 20 mph over the posted speed limit will have their installation driving privileges suspended IAW [paragraph 2.4.2.2.2](#) of this instruction. **Note:** Points will be assessed according to [Table A2.2.](#), [Offense A2.5](#) of this instruction.

3.2.3. Personnel receiving a speeding citation elsewhere on AAFB for 21 mph over but less than 25 over the posted speed limit will have their installation driving privileges suspended for first offense of 30 days, then second and subsequent offense(s) IAW [paragraph 2.4.2.2.2.3](#) of this instruction. **Note:** Points will be assessed according to [Table A2.2](#) of this instruction.

3.2.4. Personnel receiving a speeding citation elsewhere on AAFB for 25 mph over the posted speed limit will be issued a citation for reckless driving and have their driving privileges suspended immediately IAW [Table A2.2](#) of this instruction. Subsequent offense(s) will be handled IAW [paragraph 2.4.2.2.2.3](#) of this instruction.

3.3. Traffic Complaints. Traffic tickets will not be issued by SF for reported traffic violations that are not verified and/or witnessed by SF personnel unless otherwise directed by the 97 MSG/CC, their designated official, or the DFC. For incidents occurring on the installation, all drivers will submit a written report to BDOC within 24 hours including all information IAW DAFI 31-218 paragraph 4-6.d.(1).

3.4. Traffic Enforcement. SF are authorized to conduct speed and traffic enforcement on installation roadways under the control of the 97 AMW.

3.4.1. Unless directed by the installation commander or designee, SF will not conduct traffic checks for the sole purpose of checking drivers' documents or safety belt use except for the installation entry points.

3.4.2. Seat belt enforcement shall be incorporated into everyday traffic supervision and law enforcement operations (i.e., accident investigation, traffic stops, etc.). Violators will be issued a traffic ticket accompanied with a suspension IAW with **paragraph 2.4.2.3**. **Note:** The following personnel are exempt from wearing seatbelts (if necessary) in the execution of their duties: Police, Fire and Rescue services, and Emergency Medical Services.

3.4.3. Speed Measuring Devices. Speed measuring devices will be used in traffic control studies and enforcement programs. Signs may be posted to indicate speed-measuring devices are being used.

3.4.3.1. SF personnel are not required to show violators RADAR assessments. Rebuttal procedures for citations are outlined in **paragraph 5.2** of this instruction.

3.4.3.2. IAW DoDI 6055.04, *DoD Motor Vehicle and Traffic Safety*, using radar or laser detection devices that detect the presence of speed recording instruments or transmit simulated erroneous speeds are prohibited on AAFB.

3.5. Emergency Vehicles.

3.5.1. Emergency Vehicles are:

3.5.1.1. Security Forces vehicles.

3.5.1.2. Fire fighting vehicles.

3.5.1.3. Base Fire Marshal.

3.5.1.4. Ambulances.

3.5.1.5. Crash Recovery Vehicles.

3.5.1.6. Explosive Ordnance Vehicles.

3.5.1.7. CE Barrier crew.

3.5.1.8. Disaster Preparedness/Response.

3.5.2. Emergency Vehicle Lights/Sirens. Only vehicles designated as emergency response vehicles may outfit their vehicles with emergency lights and sirens. All emergency lights and siren outfitting will follow established guidelines and requirements, as directed by applicable DoD and AF directives in addition to State and Federal laws.

3.5.2.1. All personnel are required to give the right of way to any emergency vehicle(s) in response.

3.5.2.2. All personnel will attempt to pull their vehicle to the furthest right side of the road when emergency vehicles are in response.

3.5.2.3. No personnel will attempt "beat" or "out run" the emergency responder's vehicle.

3.5.3. Permissible Conduct for Emergency Vehicle Operators. When responding to an emergency call, pursuing an actual or suspected violator of the law, and when responding to but not returning

from a fire, medical, or other emergency response, operators of authorized emergency vehicles may:

3.5.3.1. Park or stand in any area the emergency responders deem beneficial to the response, irrespective of another provision of this instruction.

3.5.3.2. Proceed past a red or stop signal or stop sign, after slowing as necessary for safe operation.

3.5.3.3. Exceed a maximum speed limit if the operator does not endanger life or property.

3.5.3.4. Disregard a regulation governing the direction of movement or turning in specified directions.

3.5.4. SF and Air Force Office of Special Investigations (AFOSI) personnel may operate an authorized vehicle without utilizing the audible or visual signals required, if the operator is responding to an emergency call or pursuing a suspected violator when they reasonably believe that knowledge of the presence of the SF member or AFOSI agent will cause the suspect to:

3.5.4.1. Destroy or lose evidence of a suspected felony.

3.5.4.2. End a suspected continuing felony before the SF member or AFOSI agent has obtained sufficient evidence to establish grounds for apprehension.

3.5.4.3. Evade apprehension or prevent identification of the suspect or the suspect's vehicle.

3.5.4.4. Trigger violent or dangerous behavior.

3.5.5. Due to traffic conditions on a roadway, emergency vehicle operators must be aware that vehicles moving in response to the audible or visual signals may increase the potential for a collision or unreasonably extend the duration of the pursuit.

3.5.6. Operators of authorized emergency vehicles are not relieved from the duty to operate their vehicle with appropriate regard for the safety of all persons or the consequences of reckless disregard for the safety of others.

3.6. Pedestrians. Pedestrians have the right-of-way in public parking lots, sidewalks, and marked crosswalks. **Note:** If a crosswalk was removed due to roadwork or other circumstances, pedestrians will still have right of way in the area where that crosswalk existed prior to its removal for roadwork. All attempts will be made to have crosswalk(s) restored in a timely manner.

3.6.1. Pedestrians will yield the right-of-way to a vehicle that is so close that the driver cannot stop (e.g., when a pedestrian steps out into the path of a vehicle from behind a parked vehicle).

3.6.2. Pedestrians do not have the right-of-way in areas where crosswalks are not present. They will, however, utilize the shortest path to cross roadway(s) and choose the safest location to cross that affords them the most visibility for drivers to see them.

3.6.3. Pedestrians will utilize sidewalks where available. In instances where sidewalks are not available, pedestrians will walk on the furthest edge of the road facing oncoming traffic with no more than two personnel abreast. **Exception:** Military formations are the exception.

3.6.4. The use of headphones, earphones, cellular phones, or other listening and entertainment devices while walking, jogging, or running on AAFB roadways is prohibited.

3.7. Bicycles/Tricycles/Scooters (including motorized), Skateboards (including motorized), Roller Skates/Inline Skates (e.g., Rollerblades).

3.7.1. These operators are subject to the rules of the road as outlined in this instruction and applicable DoD and AF directives.

3.7.2. Bicycles, tricycles, scooters, skaters, and skateboarders may use sidewalks; however, pedestrians have the right of way. If operated on roadways, all traffic laws as outlined in DAFI 31-218, Oklahoma Statute 47, and this instruction will be adhered to.

3.7.3. Required PPE will be worn when operating these types of equipment.

3.7.3.1. Wear of properly fastened and approved (i.e., Consumer Product Safety Commission, ANSI, and Snell Memorial Foundation) helmets. **Note:** Kevlar helmets are not authorized.

3.7.3.2. Fully enclosed footwear must be worn when operating on a roadway (e.g., sneakers, tennis shoes, etc.).

3.7.3.3. Additional recommended safety equipment wear includes kneepads, elbow pads, eye protection, and forearm/wrist and shin guards.

3.7.4. During hours of darkness and periods of reduced visibility (i.e., inclement weather), a high-visibility outer garment containing retro-reflective material shall be worn when operating on roadways.

3.7.5. While operating on roadways, bicycles/tricycles will be equipped with front-facing, pedal, side, and a rear-facing reflectors consistent with 16 C.F.R. **Part 1512** and/or local and state requirements. In addition to reflective equipment during hours of darkness or reduced visibility, an operational front light (e.g., bicycle flashlight) and back light (e.g., red strobe) must be affixed, operational, and in use.

3.7.6. The use and/or wear of headphones, earphones, cellular phones, or other listening and entertainment devices while bicycling, skating, or skateboarding on AAFB roadways are prohibited and will be treated as a moving violation.

3.7.7. Small children learning to ride bicycles may use sidewalks and should avoid riding on roadways.

3.7.8. Skateboarding/skating/rollerblading/Scooters are allowed in all housing areas.

3.7.9. When sidewalks are available Skateboarding/Skating/Rollerblading/Scooters shall not use roads. When on roadways, stay to the far-right side of the road. **Note:** Pedestrians have the right of way on sidewalks.

3.7.10. Skateboarders, skaters, and scooter riders must yield to all vehicle and pedestrian traffic.

3.7.11. Ramps will not be personally built, nor will installation equipment/property (park benches, handrails, etc.) be used to perform stunts/tricks. Violators will be held financially and legally liable for damage to any government or private property.

3.7.12. Traffic tickets issued in connection with bicycle, tricycle, scooter, skating, or skateboarding operations will be processed as moving violations.

3.8. Parking.

3.8.1. Parking violations are subject to suspensions based on [Table A2.2.](#), [Offense A2.13](#) of this instruction.

3.8.2. Reserved parking has been assigned to specified personnel IAW governing regulations, the installation parking plan, and the TSCG.

3.8.2.1. It is violation to park within a reserved parking space if the individual does not qualify for those assigned parking spaces.

3.8.2.2. Contact the TSCG for further information or approval of additional reserved parking.

3.8.3. Unattended vehicle (parked). Any person operating, in control of, or in charge of a vehicle will immediately notify the BDOC with just cause any time a vehicle is to be left unattended for a period of more than 72 hours. All attempts will be made to secure the vehicle in approved locations or remove it from the installation prior to this.

3.8.3.1. The provisions of this paragraph do not apply to vehicles parked in the Recreational Storage lot or otherwise legally parked at the owner's residence.

3.8.3.2. No person shall leave a vehicle which is partially disassembled for repairs, or due to its state of disrepair is considered a safety hazard, unattended and parked, or otherwise present in/on any roadway, parking lot, or improved/landscaped area.

3.8.3.3. No person shall leave unattended and parked, a POV within 30 feet of a restricted area.

3.8.3.4. No person shall park or leave standing, a motor vehicle in a parking space validated by the installation TSCG and properly marked as "Reserved," unless such space has been designated for their specific use.

3.8.3.5. No person shall leave unattended, standing, or parked, any vehicle, within 15 feet of a trash dumpster (including enclosed area).

3.8.3.6. No person shall perform maintenance on a motor vehicle while in a parking lot or on a grass, seeded, decorative stone/bark, or landscaped area.

3.8.3.6.1. This does not apply to minor needs such as replacing a flat tire, light bulb, wipers, battery, etc.

3.8.3.6.2. Major vehicle maintenance, if done on base, must be accomplished by agreement with the Automotive Skills Center, AAFES Service Station, or at the owner's on-base residence. Vehicles will not remain parked in the Automotive Skills Center parking lot without specific approval of the Automotive Skills Center Supervisor.

3.8.3.7. Failure to comply with these instructions could result in the vehicle being towed at the owner's expense.

3.8.4. Vehicles may only be parked in approved parking spots/locations. **Note:** During special events this may be waived to the facilitate the event.

3.8.5. Vehicles will not be parked on a grass, seeded, decorative stone/bark, or landscaped areas.

3.8.6. Vehicles parked in housing will be parked in a manner as to not obstruct or restrict the flow of traffic, and they will be parked on the side of the street where sidewalks are present and opposite

fire hydrants only. If sidewalks are present on both sides of the street, vehicles will park in an offset manner (not side by side).

3.8.7. Parking is prohibited in all areas that do not have painted lines or designators identifying them as parking spaces, unless directed by SF officials or indicated by signs.

3.8.8. Angled parking is authorized on streets or parking lots that have been marked or indicated as such. Backing into an angled parking space is only authorized when there is an indication of two-way traffic (i.e., when traffic flow is two directional).

3.9. Moving/Driving.

3.9.1. Alcoholic Beverages. No person shall consume an alcoholic beverage while operating or while within the passenger compartment of a motor vehicle.

3.9.1.1. No person shall possess an open container of an alcoholic beverage within the passenger compartment of a motor vehicle that is on the installation.

3.9.1.2. For the purposes of this section, "open container of an alcoholic beverage" means any bottle, can, jar or other receptacle that contains a beverage with one-half of one percent or more of alcohol by volume that has been opened, has had its seal broken, or the contents of which have been partially removed.

3.9.1.3. "Passenger compartment" means the area of a motor vehicle designed for the seating of the driver and other passengers of the vehicle. Passenger compartment includes any area or compartment of the vehicle that can be accessed by the driver or its passengers while it is in motion.

3.9.1.3.1. Passenger compartment does not include the trunk, a locked glove compartment, or the area behind the rearmost upright seat of a motor vehicle that is not equipped with a trunk.

3.9.1.3.2. Violation of this rule will result in the driver receiving a traffic ticket and six points will be assessed to their license.

3.9.1.4. The installation commander or their designee authorizes SF personnel to immediately administer a "Notice of Temporary Suspension of Installation Driving Privileges" for incidents involving intoxicated driving or driving on a suspended/revoked driver's license.

3.9.2. Cellular devices/tablets/electronic devices (including GPS systems/dash cameras) are prohibited on installation roadways, unless the hands-free option (e.g., Bluetooth, voice operation) is used. The "hands-free" definition can be found in [Attachment 1](#) of this instruction.

3.9.2.1. To handle such devices for operation, drivers are required to pull off the roadway into an authorized parking area and park the vehicle in a manner that does not impede the flow of traffic or parking.

3.9.2.2. Vehicle operators on the installation shall not handle these devices, to include verbal conversations, texting, or video calls, while the vehicle is in operation.

3.9.3. Headphones/earpieces. Dual earpieces/headphones are strictly prohibited while utilizing a motor vehicle on AAFB roadways. Vehicle operators may wear one earbud/earpiece when operating a motor vehicle. **Exception:** Tactical communications equipment utilized by emergency responders is exempt when the equipment is issued and utilized in the performance of official duties.

3.9.4. No person shall operate a motor vehicle in such a manner as to disrupt a troop formation, nor pass a troop formation at a speed faster than 10 mph.

3.9.5. Distracted/inattentive driving. This can manifest in any form of distraction that removes the driver's primary focus/attention from their principal actions of driving. Distractions include, but are not limited to, eating and/or drinking, applying makeup, or operating radios, media players, GPSs, dashcam systems, etc.

3.9.6. Sudden stop. No person will stop, or suddenly decrease the speed of a vehicle unless adhering to posted signage, road markings, or reacting to avoid a collision with an obstacle in, or believed to be entering, the path of the vehicle.

3.9.7. Signaling. Any stop or turn signal, when required, will be given either by means of the hand and arm or by signal lamps.

3.9.7.1. A vehicle must proceed in the direction of travel for which the lane/position dictates; e.g., it is prohibited to travel straight at an intersection from a turn-only lane, unless such movement can be made with reasonable safety. Additionally, no person will turn any vehicle without giving an appropriate signal in the event other traffic may be affected by such movement.

3.9.7.2. Hand and arm signals. The method for giving all signals, will be given from the left side of the vehicle in the following manner, and such signals will indicate as follows.

3.9.7.2.1. Left turn: Hand and arm extended horizontally.

3.9.7.2.2. Right turn: Hand and arm extended upward.

3.9.7.2.3. Stop or decrease speed: Hand and arm extended downward.

3.9.8. Clinging to vehicles. It is unlawful for anyone to be clinging to or holding onto a moving vehicle (this includes bicycles and other motorized or non-motorized vehicles/equipment). No person on foot or riding upon any bicycle, motorcycle, coaster, sled, roller skates or any toy vehicle shall attach the same or themselves to any moving vehicle upon any roadway.

3.9.9. Passing another vehicle stopped for pedestrians. It is illegal for any person to attempt to overtake/pass another vehicle from the rear that has stopped to allow pedestrians to cross the street.

3.10. Unattended vehicle.

3.10.1. No person shall leave unattended, parked and/or standing, a motor vehicle with the engine running (in operation) (see [paragraph 3.8.3](#)). **Note:** Personnel are authorized to leave vehicles running when they are no more than 25 feet from the vehicle, can maintain positive visual control over their vehicle, and the vehicle is not unattended for a period exceeding five minutes (e.g., the water refill station and Redbox movie rental location). **Exemption:** GOVs on the flightline and emergency vehicles are exempt.

3.10.2. No person shall leave a child under the age of 12 unattended in a vehicle.

3.10.3. No person shall leave any pet/animal unattended in a vehicle.

3.10.4. No person shall park and/or leave unattended, any motor vehicle, solely for the purpose of "advertising" the vehicle as "For Sale" unless it is registered at the Outdoor Adventure Center and parked in the designated parking spot commonly referred to as the "lemon lot" (see [paragraph 1.3.10.2](#)). Failure to comply could result in the vehicle being towed at owner's expense.

3.11. Detection and Chemical Testing of Intoxicated Drivers Policy and Procedures.

3.11.1. Prepare ALTUSAFB Form 15, *DWI Investigation Field Notes*, in addition to DD Form 1920, *Alcohol Influence Report*. **Note:** An AF Form 1364, *Consent to Search and Seize*, or an AF Form 1176, *Authority to Search and Seize*, may also be necessary.

3.11.2. The Clinical Laboratory (97 MDG/SGSAL) may administer a blood alcohol test (BAT) at the request of an on-duty law enforcement official only after receiving consent of the person to be tested, a valid search authorization issued by a valid search and seizure authority, or upon the circumstances described in DAFI 31-218, paragraph 4-12.

3.11.3. Military personnel who perform the Standardized Field Sobriety Test (SFST) poorly may be tested further using a intoxilyzer/breathalyzer machine or a blood test, administered only in compliance with DAFI 31-218, paragraph 4-12, to determine blood-alcohol content.

3.11.4. Only SF personnel who have attended the Department of Public Safety Intoxilyzer/Breathalyzer course are authorized to administer breath tests. Department of Public Safety refresher training courses must be attended by 31 December of each year by all certified operators to maintain current certification.

3.11.5. SF will utilize the Officers Affidavit and Notification of Revocation/Disqualification Form (Oklahoma Form/BOT Form AFF03) when processing personnel for chemical tests. Chemical tests will consist of breath and/or blood. The installation commander has deemed the intoxilyzer/breathalyzer will be the primary means of administering chemical tests. In the event the intoxilyzer/breathalyzer is inoperative, a blood test will be administered IAW [paragraph 3.11.2](#) of this instruction.

3.11.6. Testing at the request of the apprehended person. If an apprehended person requests additional testing, the apprehending officer will inform them that they may pay for the test at their own expense by an approved state agency with minimal delay.

3.12. Abandoned Vehicle Program.

3.12.1. A vehicle is considered abandoned when one or more of the following conditions exist.

3.12.1.1. A vehicle is observed in a parking slot for a period of 14 days with no indication of it having been driven. **Note:** Verify registered owner's status (e.g., leave, TDY, hospital) with the individual's organization prior to determining abandoned status of vehicle.

3.12.1.2. Expired vehicle registration, more than 30 days.

3.12.1.3. Vehicle is abandoned on the roadway.

3.12.2. If a vehicle is suspected of abandonment, notify the BDOC. The vehicle will be cited with a DD Form 1408 IAW [Table A2.2.](#), [Offense A2.13](#) of this instruction. Document this action in the blotter and give the owner 72 hours to prove the vehicle is not abandoned. Once the 72 hours has expired, a DD Form 2504 will be issued and forwarded to 97 SFS/S2 for further action.

3.13. Vehicle Impoundment Procedures.

3.13.1. 97 SFS/S2 is the OPR for the impoundment vehicle program.

3.13.2. If the owner is identified, he/she is responsible for moving the vehicle and/or complying with state registration requirements immediately.

3.13.3. If the owner cannot be identified or contacted, SF will affix a DD Form 1408 and DD Form 2504, *Abandoned Vehicle Notice* conspicuously on the POV. Record this action in the SF blotter.

3.13.4. If the vehicle owner fails to contact the BDOC after 72 hours, the vehicle is considered abandoned, and the DD Form 2504 is forwarded to SF Investigations.

3.13.5. SF Investigators will affix a DD Form 2505, Vehicle Impound Notice, to the vehicle upon receipt of the Abandoned Vehicle Notice. Investigators will attempt to identify the vehicle owner through appropriate state or installation agencies.

3.13.6. If the vehicle is unsecured, inspect the interior for possible clues of ownership (registration, insurance papers, letters, etc.).

3.13.7. The vehicle will then be impounded and moved to the SF impoundment lot for safekeeping pending disposition IAW DoDI 4160.21-M, *Defense Material Disposition Manual*.

3.13.8. Vehicles that cause a traffic hazard may be impounded immediately and moved to the impoundment lot with the support of the 97 LRS. Movement will be accomplished with the appropriate equipment/vehicles. The owner assumes all liability for damages caused by towing.

3.13.9. In all other impoundment actions, obtained commercial towing services will be used at owner's expense. Violators are responsible for all costs of towing, storage, and impounding of vehicles for other than evidentiary reasons.

3.13.10. If vehicle is secure, do not attempt to gain entry for inspection purpose until the vehicle is secured in the impoundment lot and officially under control of SF.

3.13.11. SF impounding the vehicle will conduct an initial inventory of the POV. SF will record the vehicle's contents and condition on a DD Form 2506. Forward the DD Form 2506 to the Acquired Property Custodian to be included in the case file.

3.13.12. If a POV is impounded for evidentiary purposes, the vehicle can be held for as long as the evidentiary or law enforcement purpose exists. If evidentiary value no longer exists, the vehicle must then be returned to the owner without delay unless directed otherwise by competent authority.

3.14. Vehicle Equipment. IAW DoD and AF directives, in addition to Oklahoma Statute Title 47, Chapters [12](#) and [13-102](#), any motor vehicle operating on the roads, whether parked or driven, must have the following mandatory equipment. All equipment must be in good serviceable working condition.

3.14.1. Headlights, taillights, and break lights.

3.14.2. Turn signals, parking lights, and reflectors.

3.14.3. Windshield and glass/windshield wipers.

3.14.4. Tires and breaks.

3.14.5. Tag lights (license plate lights).

3.14.6. Seat belts and restraint systems (including child restraints, when applicable).

3.14.7. Windows must be serviceable (no excessive cracks that hinders the view of the driver).

3.14.8. Review mirror.

3.14.9. Horn.

3.14.10. Exhaust system.

3.14.11. Affixed license plate.

3.15. Window Tint.

3.15.1. Refer to Oklahoma Statue Title 47, 47-12-422.

3.15.2. First violation is a “fix it ticket.”

3.15.3. If window tint is not fixed within three calendar days, two points will be assessed.

3.15.4. SFS personnel will utilize an approved window tint gauge to determine whether an individual is in violation of window tint laws.

3.16. Remedial Driving Courses. ALTUS

(580) 318-1977 - Great Plains

LAWTON

(580) 536-0365 - Newstart

(580) 514-1886 - Great Plains

(580) 536-3847 - DUI of SW OK

(800) 522-9050 - AT&E

ELK CITY

(800) 522-9050 - AT&E

(580) 772-7622 - Directions

(580) 225-7930 - S/A & Diag Tx A complete, up-to-date list of remedial driving courses can be found at: <http://ok.gov/odmhsas/>

For more information contact:

ODMHSAS ADSAC Programs

(405) 522-8537

(405) 522-4470 Fax

Chapter 4

VIOLATIONS

4.1. Installation traffic codes.

4.1.1. See [Attachment 2](#) for the AAFB Traffic Code.

4.1.2. All military personnel operating a motorcycle must successfully complete motorcycle safety training upon availability as outlined in Table 4.1 of AFI 91-207, *The Air Force Traffic Safety Program*, in addition to DAF civilian personnel who operate a motorcycle on base in the performance of their duties. Military personnel who purchase a motorcycle must contact the Safety Office to set up a date and time for required training. The Safety Office will issue an appointment card for training. The operator will proceed to the Pass and Registration office and receive an AF Form 75. The temporary AF Form 75 will not exceed 30 days. Retirees, contractors, dependents, and all other civilian personnel who operate a motorcycle while on an Air Force installation are highly encouraged, but not required to attend an approved motorcycle rider safety course. All motorcycle riders must comply with AFI 91-207 and Oklahoma Statue Title 47 section 47-6-101.

4.1.3. Vehicle operators on AAFB and operators of GOVs will not use cell phones unless the vehicle is safely parked/stopped in such a manner that does not impede the flow traffic, unless they are using a hands-free device. The wearing of any other portable headphones, earphones, or other listening devices that are on/in both ears (except for hands-free cellular phones) while operating a motor vehicle is prohibited.

4.1.4. Vehicle operators on AAFB and operators of GOVs will not engage in texting or speaking on the phone, or using electronic equipment supplied by the government unless they are using a hands-free device when driving a GOV or when driving a POV on AAFB unless the vehicle is safely parked/stopped in such a manner that does not impede the flow of traffic. The first offense will result in a 14-day suspension of installation driving privileges. The second offense will result in a 30-day suspension of installation driving privileges. The third offense, or any thereafter will result in a 60-day suspension of driving privileges. If an individual exceeds their allowed point accumulation, the suspension/revocation will result in a 1-year suspension of driving privileges.

4.2. Speed Measuring Devices.

4.2.1. Will be used IAW DAFI 31-218.

4.2.2. Training will be documented in the individual's training record.

4.3. Traffic accident investigation.

4.3.1. Accidents involving GOVs and/or POVs on-base meeting the major accident classification IAW DAFI 31-218 or damages exceeding \$10,000 require a certified SF Traffic Investigator. Off-base accidents involving GOVs and/or POVs will be reported to the BDOC.

4.3.2. Upon notification to the BDOC of an off-base accident involving injuries to military personnel or damage to government property, the following agencies/personnel will be notified:

4.3.2.1. SF Operations Superintendent

4.3.2.2. SF Operations Officer

4.3.2.3. DFC

4.3.2.4. MSG/CC

4.3.2.5. Command Post

4.3.2.6. Unit CC/CCF

4.3.2.7. Public Affairs (serious injuries only).

4.3.2.8. Safety

4.3.3. 97 SFS/S3R will generate an AFJIS report for the off-base incident and request the accident report from the responding agency to file with the AFJIS report IAW AFI 31-115, *Law and Order Operations*.

4.4. Parking.

4.4.1. Reserved parking spaces are authorized at work centers for the following personnel.

4.4.1.1. Wing CC/CV/DS/CCC

4.4.1.2. Group CCs/CDs/CCCs

4.4.1.3. Squadron CCs/CCFs (Director of Operations also for operations squadrons).

4.4.1.4. Director and Deputy Director of Maintenance (97 AMW/MX & 97 AMW/MXD).

4.4.1.5. Maintenance Squadron (MXM), Maintenance Operations (MXO) and Aircraft Maintenance Squadron (AMXS).

4.4.2. Commanders may authorize temporary reserved parking for AMN/NCO/Officer and Civilian Employees of the Month/Quarter at their work centers. For operations, squadron commanders may authorize reserved parking for Aircrew Members of the Quarter in lieu of AMN/NCO/Officer of the Quarter.

4.4.3. All reserved parking spaces, except for those in paragraphs [4.4.1.1](#) through [4.4.1.5](#), must be coordinated through the TSCG for approval.

4.4.4. Parallel parking is authorized in the family housing area on the sidewalk side of the street opposite fire hydrants only. Park vehicles with the flow of traffic and in a manner that does not restrict normal traffic flow.

4.4.5. Parking violations: Anyone cited three times within a four-month period, or four times within a six-month period, will have his/her driving privileges revoked for 15 days for the first offense, 30 days for the second offense, and 60 days for the third offense.

4.4.6. Other than the areas stated in [paragraph 4.4.4](#), parking is prohibited in all areas that do not have painted lines designating them as parking spaces. Parking is only authorized in designated parking spaces unless directed by SF officials or indicated by signs.

4.5. Blood alcohol concentration standards.

4.5.1. AAFB members will adhere to Oklahoma state law.

4.5.2. Refer to Oklahoma Statute section 47-754 and 47-756 for BAC standards.

4.6. General.

4.6.1. 97 SFS/S3R will provide, via a suspension/revocation/barment roster from AFJIS, a listing of personnel whose installation driving privileges have been suspended or revoked to 97 SFS/S3, 97 LRS/LGRVO and 97 OSS/OSA.

4.6.2. This list will be provided whenever additions and/or deletions have been made.

Chapter 5

ARMED FORCES TRAFFIC TICKET PROCESSING, DISPOSITION, AND APPEAL PROCEDURES

5.1. Traffic Violation Reports.

5.1.1. The 97 SFS will utilize the DD Form 1408, *Armed Forces Traffic Citation* for violations occurring on the installation when a citation is warranted.

5.1.2. The 97 SFS has the authority to issue citations for all Oklahoma Title 47 violations.

5.1.3. Violations that are not assessed a point value will be considered a “fix it ticket.” If an individual is cited with three of the same violations over a 1-year period, a suspension may take place. See DAFI 31-218, Table 5-2 and **Table A2.2** of this instruction for points assessments.

5.1.4. The 97 SFS will cite violations in precedence of DAFI 31-218, this instruction, and Oklahoma State Statute Title 47.

5.1.4.1. Multiple violations may be written on one AF Form 1408 (e.g., a citation with violations for speeding and no tag lights may have both violations listed. The speeding violation will accumulate points while no tag lights will be written as a Title 47 violation).

5.1.4.2. Citations will have the violation information listed in the “Remarks” section of the form. The information will include whether the offense committed was a Title 47, an AFI, or AAFBI violation.

5.1.4.2.1. AFI/AAFBI violations. Will be written as “In Violation Of (IVO) DAFI 31-218 AAFB Sup: [violation]” (e.g., Speed over legal [25 in a 15], failed to stop at posted sign).

5.1.4.2.2. Oklahoma State Statute, Title 47 violations. Will be written as “IVO OK S.S. Title 47: [violation]” (e.g., No tag lights, window tint more than 25%).

5.1.4.2.3. If violation involves a speeding infraction, annotate RADAR and tuning fork information at the bottom to the “Remarks” sections below the violation. Annotate as S/N: “annotate serial number,” T/F: “annotate tuning fork serial number and mph.”

5.1.5. 97 SFS/S3R assess traffic points against the driver's on-base driving privileges. See **Table A2.2**.

5.1.6. When an individual receives a DD Form 1408, it is their responsibility to report the citation to their Sponsor, First Sergeant, Commander, or Supervisor within 24 hours or the next duty day. 97 SFS/S3R will send out the citation information to the First Sergeant or civilian equivalent and request a Command Action for each DD Form 1408 issued.

5.2. Procedures for rebutting a DD Form 1408. The violator has five calendar days from the day the citation is received to notify 97 SFS/S3R on his/her intent to initiate the rebuttal process. If 97 SFS/S3R is unavailable by phone, the violator may contact the office via e-mail to the organization box. If contact is not made within five calendar days, the violator will not have a chance to rebut.

5.2.1. The violator has 14 calendar days from the time they notify the 97 SFS/S3R to submit a rebuttal letter to 97 SFS/S3R

5.2.2. Address letters of rebuttal, signed by the violator, to the violator's Squadron Commander. The Commander will endorse the rebuttal letter, add comments supporting the violator's guilt or innocence, and forward the letter to the DFC through the 97 SFS/S3R.

5.2.3. Upon receipt of a letter of rebuttal, 97 SFS/S3R personnel will contact the Operations Superintendent who will investigate the facts surrounding the violation to include obtaining statement(s) from the patrol person issuing the ticket and include the documentation in the rebuttal package.

5.2.4. The rebuttal package is forwarded to the DFC for his/her annotations/recommendations.

5.2.4.1. The ticket, along with all other paperwork concerning the violation (rebuttal package), is forwarded through 97 AMW/JA to the 97 MSG/CC or their designated official, the rebuttal authority, who makes the final decision.

5.2.4.2. The rebuttal package is then returned to 97 SFS/S3R who will notify the violator of the outcome of his/her ticket rebuttal.

JEFFREY M. MARSHALL, Colonel, USAF
Commander, 97th Air Mobility Wing

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

Title 10, USC 2575, *Disposition of Unclaimed Property*, No Date

DoDD 5525.04, *Enforcement of State Traffic Laws on DoD Installations*, 30 Sep 2020

AFI 11-301V1, *Aircrew Flight Equipment (AFE) Program*, 12 Oct 2022

DAFI 13-213, *Airfield Driving*, 21 Mar 2022

AFI 13-213_ALTUSAFBSUP, *Airfield Driving*, 13 Apr 2021

AFI 33-322, *Records Management and Information Governance Program*, 28 Jul 2021

DAFI 36-2710, *Equal Opportunity Program*, 30 Sep 2022

AFI 44-102, *Medical Care Management*, 12 Jul 2022

AFI 90-802, *Risk Management*, 01 Apr 2019

AFI 91-207, *The US Air Force Traffic Safety Program*, 26 Jul 2019

AFMAN 32-1017, *DoD Transportation Engineering Program*, 12 Dec 2017

Prescribed Forms

ALTUSAFB Form 15, *DWI Investigation Field Notes*

Adopted Forms

AF Form 1364, *Consent for Search and Seizure*

AF Form 52, *Evidence Tag*

AF Form 75, *Visitor/Vehicle Pass*

DAF Form 847, *Recommendation for Change of Publication*

AF Form 3545A, *Incident Report*

AF Form 2293, *US Air Force Motor Vehicle Operator Identification Card*

DD Form 1408, *Armed Forces Traffic Ticket*

DD Form 2504, *Abandoned Vehicle Notice*

DD Form 2505, *Abandoned Vehicle Removal Authorization*

DD Form 2506, *Vehicle Impoundment Report*

BOT Form AFF03, *Officers Affidavit and Notification of Revocation/Disqualification Form*

Abbreviation and Acronyms

AAFB—Altus Air Force Base

AAFES—Army and Air Force Exchange Services

AFJIS—Air Force Justice Information System
AFOSI—Air Force Office of Special Investigation
AFSAS—Air Force Safety Automated System
ATV—All-terrain Vehicle
BAC—Blood Alcohol Content
BAT—Blood Alcohol Test
BDOC—Base Defense Operations center
CE—Civil Engineer
DBIDS—Defense Biometric Identification System
DFC—Defense Force Commander
DoD—Department of Defense
DoDD—Department of Defense Directive
DOT—Department of Transportation
FPCON—Force Protection Condition
GOV—Government Owned Vehicle
GPS—Global Communications System
IAW—In Accordance With
IVO—In Violation Of
NAF—Non-appropriated Fund
OPR—Office of Primary Responsibility
ORV—Off Road Vehicle
PCS—Permanent Change of Station
POV—Privately Owned Vehicle
PPE—Personal Protective Equipment
RAM—Random Anti-terrorism Measure
SF—Security Forces
SFST—Standardized Field Sobriety Test
TSCG—Traffic Safety Coordination Group
UCMJ—Uniform Code of Military Justice
USC—United States Code

Terms and Definitions

Crosswalk—The part of the roadway distinctly indicated for pedestrian crossing by lines, lights, or other markings on the surface.

Designated Parking Space/Area—The only authorized general parking spaces (excluding quarters driveways) on the installation are those marked with white/yellow lines or shaded brick/concrete and recognized as a parking space. Although Oklahoma traffic law permits limited parking in areas marked or not marked with double, dashed, or diagonal yellow lines, these areas on the installation are considered non-designated, and parking is prohibited.

Driver—Any person who drives or is in actual physical control of a motor vehicle. A driver is in physical control when in position to manipulate the controls of a motor vehicle to regulate or restrain its operation and movement. For example, sitting in a parked car behind the steering wheel, with the ignition keys in his or her possession or in the ignition switch. The engine does not have to be running or the gears engaged. Driver is interchangeable with operator.

Emergency Vehicles—Fire Department equipment, SF vehicles, ambulances, mobile command post, AFOSI, and Explosive Ordnance Disposal vehicles. For this instruction, the term emergency vehicle applies only when such vehicles are employed during the resolution of an emergency response. At all other times, these vehicles will observe traffic control devices and instructions. Responding emergency vehicles will always use the proper emergency equipment (lights and/or siren) and exercise caution.

Government Owned Vehicle (GOV)—A motor vehicle owned, rented, or leased by the Department of Defense (DoD). This includes vehicles owned, rented, or leased by AAFES or NAF activities of the DoD. It also includes those vehicles rented, when authorized on official orders, by personnel TDY to this location—.

Hands Free—The term “hands-free” is defined as any means of using the phone that still allows the vehicle to be operated with both hands securely on the steering wheel.

Motor Vehicle—Any vehicle driven or drawn by mechanical power and manufactured primarily for use on public streets, roads, and highways, including off-road vehicles (ORV).

Motorcycle—A motor vehicle having a seat for the use of the rider and sometimes a single passenger and designed to travel with not more than three wheels in contact with the ground. The term motorcycle will be used throughout this instruction, to include all powered two or three—wheeled vehicles (excluding those manufactured as passenger cars).

Off—Road Vehicle (ORV)—A motorized vehicle with three or more wheels designed primarily for off-road use. Sometimes referred to as ATV, ATE, or ORE.

Park—The standing of a vehicle, whether occupied or not.

Pedestrians—Any person not in or on a motor vehicle or other road vehicle.

Right—of-Way—When used within the context of the regulation of the movement of traffic on a roadway means the privilege of the immediate use of the roadway.

Revocation of driver’s license—The termination by formal action of local State of a person’s license or privilege to operate a motor vehicle on the public roadways. This termination is not subject to renewal or restoration except that application may be presented and acted on by local State after the expiration of the period set by State.

Revocation of driving privileges—Action taken by an installation commander (or delegated authority) to terminate a privilege to operate a motor vehicle on a military installation.

Roadway—That portion of a street improved, designed, or ordinarily used for vehicular travel, exclusive of the berm or shoulder.

Roundabout—Traffic control device used at intersecting streets to facilitate ease of traffic congestion. Flow of traffic is counterclockwise and vehicles entering must yield to traffic on their left.

Sidewalk—The portion of the street or area adjacent to the street intended for use by pedestrians.

Stop—Complete cessation from movement. Stop, stopping, or standing, if prohibited, means any stopping of a vehicle, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directives of a police officer or traffic control sign or signal.

Texting— “Texting” or “text messaging” is defined as reading from or entering data into any handheld or other electronic device, including for the purpose of SMS texting, e-mailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communications.

Traffic Control Devices—Signs, signals, markings, lights, or devices placed by a proper official to regulate, warn, or guide traffic.

Vehicle—Motor vehicles, battery operated vehicles, horse-drawn wagons/carriages, bicycles, etc., capable of transporting operators and/or passengers.

Yield—The driver of a vehicle approaching a yield sign or pavement marking shall slow down to a speed reasonable for the existing conditions and shall yield right-of-way to any vehicle or pedestrian in the intersection, roundabout, or approaching on another highway.

Attachment 2

AAFB TRAFFIC CODE VIOLATIONS AND POINTS ASSESSMENTS

[Rules of the Road and Violation/Points Assessments]

A2.1. Purpose. The following rules of the road comply with Oklahoma Vehicle Laws (Title 47) and pertain to all vehicle operators on AAFB. They are established to provide effective control, traffic planning, and traffic enforcement for the safe, efficient movement of motor vehicles and pedestrians on AAFB. Personnel falling under Title 10 USC and violating the prohibitions and requirements of this code may be prosecuted under the UCMJ. Violations of the provisions of this code by civilians may be cause for administrative action, such as suspension or revocation of base driving privileges.

A2.1.1. When issuing a DoD Form 1408, SF personnel will annotate in the remarks section what violators are IVO.

Table A2.2. Rules or the Road Violations - Point Assessments.RULES OF THE ROAD VIOLATIONS – POINTS ASSESSMENTS			
Points assessments are listed and other offenses and/or infractions not listed can be found in DAFI 31-218. Violations resulting in accidents may result in additional points being assessed. See note 1 through note 4 for additional information.			
Offense #	Offense Description	Summary of Offenses contained in description	Points Assessed
A2.1	Vehicle Registration/Insurance		
	Registration expired/required in vehicle	Every person operating a motor vehicle must have current proof of registration for their vehicle.	4
	Insurance expired/required in vehicle/expired	Every person operating a motor vehicle must have a current insurance policy (liability at a minimum) covering their vehicle. Proof of this insurance must be produced (electronic copy is authorized).	4
	Attachment/display of valid plates	Plates shall be affixed to and displayed on the outside and back off the motor vehicle. Tinted plate covers of any form are not authorized.	2
	Fictitious display	Vehicle operators shall not display on or attach to the vehicle, any fictitious number plate or temporary tag.	4
A2.2	Driver's License		
	Legible permit/license to be carried and exhibited on demand	All personnel operating a motor vehicle on the installation must have a current and valid driver's license in compliance with REAL ID Act, and display the license upon demand by SF. Further, all persons operating a GOV shall have a legible and valid AF Form 2293 in their immediate possession.	1
	Restricted license	No person shall operate a motor vehicle in any manner in violation of the restrictions imposed on a restricted license issued to him or her.	3
	Permit unauthorized minor to drive	No person shall knowingly permit their child or ward or any person under the age of seventeen years to drive a motor vehicle when such person is not duly licensed or insured.	
	Permit unauthorized person to drive	No person shall authorize or knowingly permit a motor vehicle owned by him/her or under his/her control to be driven by any person who is not duly licensed and insured.	

A2.3	Vehicle Movement/Moving Violations		
	POV usage of other than paved roads	No POV shall use a gravel or dirt road on AAFB unless for official business.	1
	Off-road vehicle (ORV) usage	Prohibited on AAFB. Exception: GOV ORV on official business.	
	Inattentive backing	All vehicle operators will ensure the area is clear of vehicles, pedestrians, & obstacles when backing a vehicle from any parking space, parking lot, roadway, or driveway.	3
	Inattentive driving	Any form of distractions that removes the driver's primary focus/attention from their principal actions of driving. Distractions include, but are not limited to, eating and/or drinking, applying makeup, operating radios/CD Players, GPS, dashcam systems, etc.	
	Distracted driving	Any distractions that remove the focus of the driver's attention to their primary actions of driving.	
	Roundabouts	Driving the wrong way into/in a roundabout.	
	Wrong way	Driving (1) down a one-way road, (2) through a parking lot not designated as two-way traffic either by markings indicating or by angled parking spaces indicating direction of travel.	
	Failure to use signaling device	Failure to utilize signal device when (1) making lane change or (2) turning. A signal of intention to turn right, left, and/or lane change is required and will be given continuously during and not less than the last 100 feet by the vehicle before the action.	
	Child restraints	Failure to use child restraints. See note 5 .	2
	Speed measuring devices	Operating and/or displaying a speed measuring device to indicate the presence of speed or to transmit simulated erroneous speed (prohibited on DoD installations). See note 6 .	3
	Fail to yield to pedestrians	Failed to yield to pedestrians in designated walkway/crosswalk.	3
	Tailgating/following too close	Not allowing safe distance for stopping related to speed and conditions.	4
	Obedience to SF	No person shall willfully fail or refuse to comply with any lawful order or direction of any SF person invested by law with authority to direct, control, or regulate traffic.	

	Obedience to fire protection officials	No person shall willfully fail or refuse to comply with any lawful order or direction of a fire protection official, when such official is clearly executing his or her duties.	
	Obedience to traffic-control device	The driver of any vehicle will obey the instructions of any traffic-control device erected or placed IAW the provisions of this directive, unless otherwise directed by a SF person or other traffic-regulating official. Exception: Emergency vehicles identified in paragraph 3.5 of this instruction.	
	Wear of headphones/earphones	It is prohibited to wear dual headphones or earphones while driving motor vehicles (two or more wheels).	3
	Helmet	Failure to wear an approved helmet (a Kevlar helmet is not authorized) while operating or riding motorcycles, moped, or a three/four wheeled vehicle powered by a motorcycle-like engine.	3
	Improper passing/overtaking	When any vehicle is stopped at a marked crosswalk or at any unmarked crosswalk at an intersection to permit a pedestrian to cross the roadway, the driver of any other vehicle approaching from the rear shall not overtake and pass the stopped vehicle.	4
A2.4	Position to Make Turn		
	U-turns	No vehicle shall make a U-turn while on a roadway.	
	Obedience to no-turn signs/markings	Failure to obey signs/markings indicating no right or left turn is permitted.	
	Right turn	Make both the approach for a right turn and a right turn as close as practical to the right-hand curb or edge of the roadway.	
	Left turn	Make both the approach for a left turn and a left turn as close as practical to the left side of the roadway without entering the wrong direction of traffic.	
	Failure to turn into closest lane	When turning onto a two-lane road, driver failed to turn into the closest lane (for the appropriate direction of traffic) from their position (e.g., from a right turn - failed to turn into the furthest right lane).	
	Impeding traffic during turn	No vehicle driver will turn their vehicle to proceed in the opposite direction upon any congested street or intersection in such a manner as to impede other traffic.	

	Improper turning movements	No official signal involved.	
A2.5	Speed		
	Reasonable and prudent/too fast for conditions	A person shall not drive a vehicle at a speed greater than is reasonable and prudent under the circumstances, conditions, and actual or potential hazards that exist. In every event, speed shall be controlled as necessary to avoid colliding with any object, person, vehicle, or other conveyance on the road.	2
	Speed too slow for traffic conditions/impeding the flow of traffic	Causing a potential safety hazard due to excessively slow speed.	2
	Excessive speed	1-10 mph over posted speed limit.	3
	Excessive speed	11-15 mph over posted speed limit.	4
	Excessive speed	16-20 mph over posted speed limit.	5
	Excessive speed	20+ mph over posted speed limit.	6
	Speed contests	To include drag racing.	6
A2.6	Serious Moving Violation		
	Drunken driving	It is unlawful for any person to drive or be in actual physical control of any vehicle while intoxicated (BAC of 0.08 [presumptive level] and higher). Note: Based upon the subject’s actions while operating a vehicle and performance of SFSTs in conjunction with an obtained BAC of less than .08, a subject may still be apprehended for Drunken Driving IAW Article 113, UCMJ.	Note: Preliminary Suspension of Driving Privileges/Revocation of Driving Privileges/UCMJ Punitive Article, Article 111, Drunken Driving - Points Assessed = 6 6
	Impaired driving	Refer to Oklahoma Statute Title 47, 47-756. See note 7 .	
	Underage drinking & driving	Refer to Oklahoma Statute Title 47, 47-754.	
	Reckless driving	Willful and wanton disregard for the safety of persons or property.	
	Fleeing the scene	Hit and run – property damage only.	
A2.7	Right-of-Way		
	Car on right-open intersection/roundabout failed to yield at intersection or roundabout	When two vehicles enter or approach an intersection from different streets at approximately the same time, the driver of the vehicle on the left shall yield right of way to the vehicle on the right or in the roundabout.	3

	Yield at T intersection	When a vehicle is on a continuing street and a vehicle is on the terminating street, the vehicle on the terminating street shall yield right of way.	
	Failure to yield	No official sign involved.	4
	Failure to yield to emergency vehicles.		
	Yield to pedestrians	The driver of a vehicle shall yield to any pedestrian about to enter, entering, or in a marked crosswalk.	
	Following too close	Not allowing safe distance for stopping related to speed and conditions.	
	Following fire truck/500 feet	The driver of any vehicle other than on official business shall not follow closer than 500 feet of any fire apparatus responding to an alarm.	
	Failure to stop for school bus or school-crossing signals.		
	Failure to obey traffic signals or traffic instructions of an enforcement officer or traffic warden, or any other official regulatory traffic sign or device requiring a full stop or yield of right-of-way, denying entry, or requiring direction of traffic.		
	Other moving violations	Involving driver behavior only.	
	Improper Overtaking		3
	Driver involved in accident	Deemed responsible (only added to points assessed for specific offenses).	1
A2.8	Stops and Miscellaneous Violations		
	Unattended Vehicle		
A2.9	Vehicle Equipment		
	Seat belt/restraints	All persons riding in a motor vehicle will have and wear restraints/seatbelts. Passenger restraints are also required. This does not apply to US motor vehicles manufactured prior to 1966. If a passenger were to be in violation of this paragraph, the vehicle operator would be issued the citation and the points assessed would be against the vehicle operator.	2

	Child passenger restraint	A person shall not operate a motor vehicle on the road when transporting a child three years of age up to 135 cm (4 ft 5 in) in height or their 12th birthday (whichever comes first) unless the child is properly secured in the appropriate child restraint seat. Exceptions to this are: a) in a taxi, if the right child restraint is not available, b) for a short distance in an unexpected necessity, if the right child restraint is not available, d) a person who is transporting a child requiring emergency medical care.	2
	Window tint	Motor vehicles first used before 1 April 1985 must allow at least 70 percent of visible light to be transmitted through the windscreen and front side windows. Motor vehicles first used after 1 April 1985 must allow at least 75 percent of visible light to be transmitted through the windscreen and at least 70 percent to be transmitted through the front side windows.	2
	Defective equipment	All vehicles are required to have operational equipment.	
	Operating an unsafe/defective vehicle	To be used for vehicle defects or when operator fails to comply with repair request within the time allowed.	2
A2.10	Motorcycles		
	Rider and passenger to have seat	A person operating a motorcycle shall ride only upon the permanent and regular seat attached thereto, and the operator shall not carry any other person nor shall any other person ride on a motorcycle unless it is designed to carry more than one person.	3
	Muffler required	A person shall not operate a motorcycle unless it is equipped with a working muffler or noise reduction equipment. A person shall not use a muffler cut-out, bypass, or similar device.	2
	Motorcycle equipment required	A motorcycle and motor-driven cycle shall be equipped with a rearview mirror, seat, footrests for the operator, and at least one operable headlight. Any motorcycle operated with a passenger shall be equipped with seats and footrests for such passengers.	2

	Lighted lamps are required	Motorcycles or motor-driven cycles shall always display illuminated headlights while the motorcycle is in motion.	
	Depriving a motorcycle full use of lane	All motorcycles are entitled to the full use of a lane and a person shall not drive a motor vehicle in such a manner as to deprive any motorcycle of the full use of a lane. Motorcycles are not authorized to operate two abreast in a single lane.	
	Passing in same lane occupied by vehicle	The operator of a motorcycle shall not overtake and pass in the same lane occupied by the vehicle being overtaken.	
	Motorcycle operator/passenger safety equipment	Motorcycle riders and their passengers will wear all applicable mandatory gear.	
A2.11	Pedestrians		
	Failure to utilize designated crosswalk	Pedestrians will utilize crosswalks when available. If a pedestrian does not utilize a crosswalk and an accident occurs, the pedestrian will incur the penalties of the accident.	1
A2.12	Bicycles, Scooters, Skates, and Skateboards		
	Not wearing approved safety equipment	At a minimum, operators must wear an approved safety helmet as listed in paragraph 3.7.3.1 of this instruction.	2
	Riding on bicycles	No person shall ride a bicycle other than upon or astride a permanent and regular seat attached thereto.	
	Riding on roadways	A person operating a bicycle upon a roadway at less than the normal speed of traffic shall ride as close as practicable to the left-hand curb or edge of the roadway (facing oncoming traffic) unless passing another bicycle, preparing for a right turn, or to avoid hazards or parked vehicles.	
	Carrying articles	No person operating a bicycle shall carry any package, bundle, or article which prevents the driver from keeping both hands on the handlebars.	

	Required equipment on bicycles	Every bicycle, when in use at nighttime, shall be equipped with a lamp on the front which shall emit a white light, a lamp which shall emit a red light and a red reflector on the rear, and amber pedal reflectors (if manufactured after 1 Oct 85). Flashing lights and other reflectors may help you be seen but must not be used alone. Every bicycle shall be equipped with a brake which will enable the operator to make the braked wheel skid on dry, level, clean pavement.	
	Bicycle rider safety equipment	All persons riding, including those in child seats, will wear a helmet approved by the Consumer Product Safety Commission (CPSC) when moving. Riders will wear a brightly colored upper outermost garment during the day and reflective upper outermost garment at night.	
	Wearing headphones/using cell phones	No operator will wear headphones, earphones, use hand-held cellular telephones or other similar devices which covers both ears and/or impedes hearing and detection of impending danger while riding in the traffic environment or any other area where contact with vehicular traffic may occur. The use of hands-free communication equipment is allowed, but operators must use caution because of the potential for rider distraction.	
A2.13	Parking Violations		
	Illegally backed into an angled parking space	Personnel are only allowed to back into angled parking spaces if (1) that parking space does not cut across traffic lanes (on roadways), (2) there is two-way traffic in parking lots and the angled spaces oppose each other.	2
	Handicap space	Illegally parked in designated handicap area (no decal, license, or placard displayed).	3
	Improper parking. See note 8 .		2
	Double parked	Parked in two spaces or over a line not allowing enough space for another vehicle to park.	2
	Stopping, Standing, or Parking is Prohibited		
	Unattended vehicle	While running.	3
	Unattended child	Child under 12 years of age left in vehicle.	6

	Unattended animal	No person shall leave any animal inside their vehicle while that vehicle is unattended, regardless of whether the windows are open.	
	Handicap decal	Misuse of handicap decal. See note 9 .	3
	Abandoned vehicle		3
A2.15	Suspensions Resulting from Tickets, Point Assessments, or Speed		
A2.16	Miscellaneous Violations		
	Interference with official traffic-control devices	No person will, without lawful authority, attempt to, or in fact, alter, deface, injure, knock-down, or remove any official traffic-control device, signs, or signals.	4
	Display of unauthorized signs or markings	No person will place, maintain, or display upon or in view, any unauthorized sign, signal, marking, or device which purports to be, is an imitation of, or resembles any official traffic-control device, signal, or signs. See note 10 .	2
	Improper towing	Any vehicle being towed by another vehicle (other than a wrecker) must be occupied, shall be securely fastened to the other vehicle by straight bar, a-frame, or drive wheels, will be raised off the ground, and must have emergency flashers operating.	3
	Mechanical raising and lowering devices	A person shall not raise or lower the height of a motor vehicle by mechanical means while the motor vehicle is in motion.	3
	Driving upon a sidewalk	A person shall not drive any vehicle upon a sidewalk area except upon a permanent or duly authorized basis.	3
	Excessively loud music	No person shall operate a vehicle with the vehicle's audio system (or any other type of audio system) in the vehicle at a level where it may be heard at 50 feet.	1
	Excessive sounding of horn	No person shall sound their horn unless for essential warning.	1
	Unauthorized use of an emergency vehicle	No person shall operate a vehicle with emergency signaling devices (lights, sirens, etc.) when not responding to an emergency. In addition, no person shall operate a vehicle equipped with emergency signaling devices, unless the vehicle is authorized as an emergency vehicle.	0

Placing hazardous material on roadway, dumping smoking materials, refuse, rubbish, or debris on road	No person shall throw or deposit upon any roadway any glass, nails, tacks, wire, cans, or any other substance likely to injure any person, animal, or vehicle. No person shall dump, deposit, place, throw, or leave refuse, rubbish, debris, filthy odoriferous objects, substances, smoking materials, or other trash upon or along a roadway. If the act is committed from a motor vehicle, the driver of the vehicle shall be presumed to be the offender.	2
Open alcoholic beverage containers	No open containers containing alcoholic beverages are allowed within the passenger compartment. This includes any liquor bottles where the manufacturer's seal has been broken.	2
Crossing fire hose	No vehicle shall be driven over any unprotected hose of the fire department when laid down on any street, parking lot, or driveway to be used at any fire or alarm of fire without consent of the fire department official in command.	3
Operating a radar detection device	Used to indicate the presence of speed recording instruments or to transmit simulated erroneous speed.	3
Passengers riding in bed of vehicle	Passengers are prohibited from riding in POV truck beds. Passengers are prohibited from riding in GOV truck beds, unless authorized as mission essential and on-base only (refer to AFI 91-207 for further details).	2
Clinging to vehicles	No person on foot or riding upon any bicycle, motorcycle, coaster, sled, roller skates or any toy vehicle shall attach the same or themselves to any moving vehicle upon any roadway (this includes clinging to bicycles and like items).	3

Note:

1. If a traffic violation results in an accident, add 1 additional point to the assessment.
2. When two or more violations are committed on a single occasion, the offense with the highest point value per ticket, will be the offense that is charged to the violator.
3. For citations that do not result in a point penalty but are in violation of Oklahoma State Title 47, an accumulation of three of the same citations in a six-month period will result in 14-day installation driving suspension.
4. When an AF Form 3545A, *Incident Report*, is done, revocation of driving privileges for one year will be considered by the commander. Example: If children or animals were left in a dangerous situation, keys left accessible to children, or where conditions are deemed hazardous by a reasonable person.
5. Applies to not using a child restraint 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.
6. When violation occurs within an active school zone, housing area, or on a roadway adjacent to a park, add 1 additional point to point assessment.
7. When revoking driving privileges for driving a vehicle while impaired, no points are assessed.
8. When in violation of local parking plan (e.g., double parked, parked in reserved parking, against the flow of traffic, and those areas designated for emergency vehicles). Emergency vehicles are authorized to park in any area deemed necessary to affect a response.
9. 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.
10. Every such prohibited sign, signal, or marking is hereby declared a public nuisance, and the DFC is authorized to remove the same or cause it to be removed without notice.

Table A2.3. Suspension or Revocation Periods of Driving Privileges.

<p>Violation: Driving while driver's license or installation driving privileges are under suspension or revocation.</p> <p>Consequence: A 2-year revocation is mandatory on determination of facts by the installation commander.</p>
<p>Violation: Refusal to submit to or failure to complete chemical tests (implied consent).</p> <p>Consequence: A 1-year revocation is mandatory on determination of facts by the installation commander.</p>
<p>Violation: Manslaughter (or negligent homicide by vehicle) resulting from the operation of a motor vehicle. 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 the 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. Use of a motor vehicle in the commission of a felony. Fleeing the scene of an accident involving death or personal injury (hit and run). Perjury or making a false statement or affidavit under oath to responsible officials relating to the ownership or operation of motor vehicles. Unauthorized use of a motor vehicle belonging to another when the act does not amount to a felony.</p> <p>Consequence: A 1-year revocation is mandatory on conviction.</p>
<p>Violation: Mental or physical impairment (not including alcohol or other drug use) to the degree rendered incompetent to drive. Commission of an offense in another state which, if committed on the installation, would be grounds for suspension or revocation. Permitting an unlawful or fraudulent use of an official driver's license. Conviction of fleeing, or attempting to elude, a police officer. Conviction of racing on the roadway.</p> <p>Consequence: Suspension for a period of 6 months or less, or revocation for a period not to exceed 1 year is discretionary.</p>
<p>Violation: Driving vehicle while impaired.</p> <p>Consequence: A revocation of 6 months to 1 year is discretionary.</p>
<p>Violation: Driving vehicle while intoxicated.</p> <p>Consequence: A revocation of 1 year is discretionary.</p>
<p>Notes: When imposing a suspension or revocation because of an off-installation offense, the effective date should be the same as the date of civil conviction or the date that local state driving privileges are suspended or revoked. This effective date can be retroactive. No points are assessed for revocation or suspension actions. Except for implied consent violations, revocations must be based on a conviction by a civilian court or court martial, non-judicial punishment under UCMJ, Article 15, or a separate hearing as addressed in this regulation. If revocation for implied consent is combined with another revocation, such as 1 year for intoxicated driving, revocations may run consecutively (total of 24 months) or concurrently (total of 12 months). The installation commander's policy should be applied systematically and not on a case-by-case basis.</p>