

**BY ORDER OF THE COMMANDER**  
**AVIANO AIR BASE (USAFE)**

**AVIANO AIR BASE INSTRUCTION**  
**24-302**



**14 OCTOBER 2022**

**Vehicle Management**

**VEHICLE MANAGEMENT**

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This instruction implements AFD 24-3, *Management, Operation and Use of Transportation Vehicles*, and AFI 24-302, *Vehicle Management*, which outlines the definitions, responsibilities and procedures for an effective vehicle accident and abuse program for Aviano Air Base. It applies to all units who are assigned a government vehicle and/or all personnel operating government vehicles that are assigned to Aviano Air Base, Geographically Separated Units (GSU), and to transient members/units who utilize vehicles assigned to the 31st Fighter Wing (31 FW), including the Air Force Reserve and Air National Guard, except where noted otherwise. Visibility and emphasis is placed at the unit level and under the direct control of the unit commander to foster care and safety of the vehicle fleet. Additionally, this instruction establishes the policy for Official Use of Government Motor Vehicles (GMV), including vehicles rented or leased using appropriated funds. This policy reflects guidance outlined in DoDI 4500.36, *Acquisition, Management, and Use of Motor Vehicles* and AFI 24-301, *Ground Transportation*, promoting the safe operation of government vehicles and includes policy guidance in relation to the vehicle idling, Permissible Operating Distance (POD), Other Government Motor Vehicle Conveyances (OGMCVs) and Official Use of government vehicles. It also outlines Stand-By Mobile Maintenance. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; using the appropriate functional chain of command. This publication may be supplemented at any level,

but all direct supplements must be routed to the OPR of this publication for coordination prior to certification and approval.”

### ***SUMMARY OF CHANGES***

This document has been substantially revised and must be completely reviewed. Major changes include new references to AFI 24-302, *Vehicle Management*, as well as AFI 24-301, *Ground Transportation*. Additional changes include; removing the requirement for providing proof that the personal insurance company has been notified, the routing process, and how funds are collected from organizations.

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## Chapter 1

### ACCIDENT/ABUSE MANAGEMENT

**1.1. The goal of the Accident and Abuse Program is to.** Eliminate or reduce the number of vehicle accidents and abuse cases in order to protect Air Force personnel from injury and/or death and reduce or eliminate unnecessary expenditure of limited resources at Aviano Air Base.

1.1.1. The key to successfully reducing the number of accidents and abuse cases relies on all unit commanders to fully support this program and place emphasis and direct involvement in maintaining high standards with regard to their unit's vehicle usage. In addition, it is imperative that they have a comprehensive program in place for vehicle operator training.

1.1.1.1. Key elements for a comprehensive vehicle operator's training program include delegating a dedicated Vehicle Control Official/Vehicle Control Noncommissioned Officer (VCO/VNCO), approving unit vehicle lesson plans, and enforcement of appropriate Air Force regulations, including AFMAN 24-306, *Operation of Air Force Government Motor Vehicles*.

### 1.2. Definitions.

1.2.1. Fair Wear and Tear: The deterioration of items attributed to normal usage of a vehicle or equipment based on its age, usage and life expectancy.

1.2.2. Vehicle Accident: A result of a collision, impact, or abrasion against a fixed or moving object, that causes damage, whether immediately noticeable or not.

1.2.3. Vehicle Abuse: Damage caused by willful or negligent acts of improper operation or care. Abuse may result in early failure of components or immediately detectable damage.

1.2.4. Vehicle Incident: Damage caused by acts of nature, natural disasters, mechanical failures or other phenomenon that in no way could have been avoided by safe operation or adequate vehicle care during non-use. Using organizations are not required to fund repairs cost for damage caused by incidents.

**1.3. The 31 LRS/LGRV Vehicle Fleet Manager (VFM) and/or Vehicle Management Superintendent (VMS) are.** The functional experts with authority to determine between the above vehicle damage classifications.

**1.4. The 31 LRS/CC or designated authority.** Is the final deciding authority to resolve any conflict concerning this program.

**1.5. The Vehicle Management function is funded and staffed to.** Provide scheduled and unscheduled maintenance in relation to fair wear and tear, but not for accident and abuse repairs. Vehicle Management Operation and Maintenance (O&M) funds will not be used to make repairs to "at fault" vehicle damage caused by accident and abuse. The using organization is responsible for funding all associated repair costs.

1.5.1. The 31 LRS/LGRV scheduled maintenance program is vital in preventing premature failure of vehicle components and maintaining the vehicle fleet in safe and serviceable condition. These scheduled inspections are time-critical and must be completed at certain intervals to meet manufacturer and Air Force serviceability criteria. Therefore, overdue vehicles (e.g. vehicles not turned in for scheduled maintenance on or before their assigned appointment date) will be considered abuse cases and processed accordingly (*see Attachment 2 for list of common abuse items*).

1.5.2. The “using” unit commander will fund repairs attributed to “at fault” accidents and/or vehicle abuse, to include U-Drive It (UDI) vehicles that temporarily assigned or vehicles recalled from another unit.

## **1.6. The primary responsibility to identify and report damage rests with the vehicle operator.**

1.6.1. All GMVs involved in an accident, or found to have damage not previously reported (Abuse/Incident), discontinue use and notify appropriate agencies as needed (VCO/VCNCO, Command Post, SFS/local authorities, Safety, and Legal).

1.6.1.1. IAW AFI24-301, if involved in a GMV accident, an operator surrenders the AF Form 2293, *U.S. Air Force Motor Vehicle Operator Identification Card*, with the Standard Form 91, *Motor Vehicle Accident Report* and Standard Form 94, *Statement of Witness*, to the unit VCO/VCNCO.

1.6.1.1.1. Unit commanders may return the AF Form 2293 at their discretion.

1.6.1.1.2. If suspended, licenses will be sent to Operator Records and Licensing (OR&L) to preclude issue of duplicate license while suspended.

1.6.1.1.3. IAW AFI 91-207 para 4.6.1, personnel while operating a GMV who have been convicted of a moving traffic violation or have been determined to have been at fault in a traffic mishap will attend training IAW DoDI 6055.04. Additionally, AABI 31-218 para 2.12 directs personnel to attend Course V, Driver Improvement and Rehabilitation Course, provided by the installation safety office, for retraining after a driver license suspension.

1.6.1.2. IAW AFMAN 91-224 para 1.4.4, personnel involved in a mishap should coordinate with their supervision to submit an AF Form 978, Supervisor’s Mishap Report, to the installation safety office within five workdays. The installation safety office utilizes the AF Form 978 to capture any mishaps involving injury or property damage for future prevention efforts.

1.6.2. Regardless of the extent of damage to the GMV after an accident, notify and coordinate vehicle turn in with Vehicle Management Customer Service Center (CSC), and provide all documents as soon as possible but no later than the next duty day.

1.6.3. For GSUs, Vehicle Management must be notified of accidents no later than the next duty day.

**1.7. The commander or equivalent will.** Have 3 duty days from the date of notification to either release the vehicle for repairs, initiate an investigation, or rebut the findings. If no determination is made to Vehicle Management, on the 4th duty day after the official notification date, Fleet Management and Analysis (FM&A) will open a repair work order and repairs will begin.

## Chapter 2

### VEHICLE IDLING

**2.1. The vehicle operator has the primary responsibility to.** Reduce fuel consumption and engine wear of assigned vehicles while simultaneously promoting environmental protection and to make reduction of greenhouse gas emissions, in response to prescribed initiatives outlined in Executive Order 13834, *Efficient Federal Operations*. IAW AFI 24-302, operators of government owned, rented, or leased vehicles are required to adhere to engine idle restrictions while operating vehicles within or outside the confines of Aviano Air Base and its GSUs.

2.1.1. Unnecessary engine idling is the single greatest contributing factor to fuel waste by vehicle fleets and is also the primary cause of premature engine wear/failure. Furthermore, vehicle exhaust gases from idling vehicles contribute greatly to air pollution. When not in traffic, operators of GMVs will turn off vehicle engines if the vehicle is stationary for more than five (5) minutes, unless a waiver or an exemption has been granted by Vehicle Management.

**2.2. This policy does not apply when.**

2.2.1. Idling to verify that the vehicle is in safe operating condition (operator inspection) and/or to bring vehicle to operating temperature or build air pressure for air operated vehicle systems.

2.2.2. Vehicles undergoing maintenance that are difficult to restart or require cool down procedures prior to shut-off.

2.2.3. Ambient temperatures are below 40 degrees or above 95 degrees Fahrenheit and when operators are in the vehicle and not reasonably able to wait in a climate-controlled facility (e.g. Flight line personnel awaiting their next call to service an inbound aircraft).

2.2.4. Idling is allowed during cold weather to aid in the initial clearing of ice and/or snow from the vehicle.

2.2.5. Idling is necessary for operation of emergency vehicles and equipment engaged in operational activities, responding to emergency situations, and/or performing any activity directly related to a public safety.

2.2.6. Vehicles that are required to idle in order to operate auxiliary equipment or are equipped with temperature sensitive equipment that must be kept at an appropriate temperature (e.g. SFS K-9 vehicle).

2.2.7. Idling while waiting in line or queuing (e.g. Dump trucks waiting to receive loads from another vehicle). However, vehicles queuing will not idle while waiting for the transferring vehicle to retrieve the load.

**2.3. Using organizations with unique vehicle operating requirement must.** Submit, in writing, a list of vehicle(s) requiring exemption from this idling policy, along with a full justification. All requests for exemption shall be routed through Vehicle Management for determination.

## Chapter 3

### OTHER GOVERNMENT MOTOR VEHICLE CONVEYANCE (OGMVCS)/TRAILERS NOT CLASSIFIED AS A VEHICLE

**3.1. OGMVCs are self-propelled assets providing.** A basic passenger and/or light cargo carrying transportation capability (i.e., golf carts, electric stand-up transportation, All Terrain Vehicle (ATV) etc.) that **do not** meet specifications of 49 CFR, Part 571, *Federal Motor Vehicle Safety Standards*, or have been determined as such, by the appropriate Integrated Product Team (IPT) Program Manager at Robins AFB Support Equipment and Vehicles (SE&V) Division, to be an OGMVC by Air Force definition.

3.1.1. Trailers centrally procured by Robins AFB SE&V (to include military design (tactical) trailers) are classified and managed as a registered vehicle IAW AFI 24-302. Any trailers meeting the established criteria will also be classified and managed as a registered vehicle IAW Air Force standard. Robins AFB SE&V is the only authorized purchasing agent for Air Force registered vehicles.

3.1.1.1. Trailers **not** meeting all “registered vehicle” criteria established in AFI 24-302, will be identified as an equipment item. **NOTE:** With regards to registered trailers, Vehicle Management is only responsible for the management and maintenance of the vehicle portion. All equipment on the trailer that has a specific organizational use is maintained by the using organization.

**3.2. Vehicle/Equipment Determination will be.** Conducted by Vehicle Management, in coordination with the proper agencies. Vehicle Management will review all vehicle-type purchase requests to determine if the asset is/is not a registered asset.

**3.3. Once approved, organizations will.** Purchase OGMVC assets/trailers not classified as a vehicle IAW the applicable acquisition regulation and supplements, related AFIs and AFPD 64-1, *The Contracting System*, and they will manage them IAW AFI 23-101, *Air Force Material Management*, and AFI 91-207, *Air Force Traffic Safety Program*.

3.3.1. Purchase requests will be processed through the Wing/Base Occupational Safety Office (coordination), Contracting (coordination), Vehicle Management (coordination) and LRS Equipment Accountability Office (approval) prior to purchase. Wing Occupational Safety will review each purchase reportable IAW Contracting Safety regulations.

3.3.2. IAW AFI 91-207 para 2.2.1.2, Commercial GMVs of foreign manufacture purchased, leased or rented for use outside the United States and US territories and possessions shall meet all applicable safety requirements of the country in which they are to be used IAW DoDI 6055.04. Prior to purchase, personnel should coordinate any commercial GMV purchase with the installation safety office to ensure host-country safety requirements are met.

### **3.4. Maintenance Responsibilities.**

3.4.1. Upon written request, and with the approval of the VFM/VMS, Vehicle Management may provide maintenance support to organizations owning OGMVCs and/or trailers not classified as a vehicle.

3.4.1.1. Organizations are responsible to fund all maintenance/parts support for these assets.

3.4.1.2. Any service provided to these assets will be on a “manpower/mission permitting” basis.

3.4.2. If the VFM/VMS does not approve maintenance support, organizations owning OGMVCs and/or trailers not classified as a vehicle will:

3.4.2.1. Manage their asset as an equipment item.

3.4.2.2. Fund and manage all aspects of initial procurement, maintenance, and replacement.

3.4.2.3. Work to secure and fund a local maintenance agreement for asset maintenance above the operator level.

3.4.2.4. Coordinate purchase of license plate(s) with 31 LRS/LGRV FM&A.

3.4.2.4.1. Owning organizations will fund all license plate purchases.

3.4.2.5. Ensure assets that operate on public roads, off an installation, comply with the following:

3.4.2.5.1. Affix two license plates per asset, one front and one rear as per United States General Services Administration Federal Management Regulation §102-34., *License Plates*. Exception: This does not apply to two-wheeled motor vehicles and trailers, which require rear license plates only.

3.4.2.6. Owning organizations will process assets for disposal IAW local Defense Logistics Agency-Disposition Service (DLA-DS) procedures. License plates will be turned in to Vehicle Management for disposition as “accountable items” and returned or destroyed. **NOTE:** Regardless of who is responsible for maintenance, owning organizations will ensure assets are maintained IAW manufacturer recommended intervals and will have a complete safety and serviceability inspection conducted at least annually.



## Chapter 4

### STANDBY MOBILE MAINTENANCE

**4.1. Stand-By vehicle maintenance services.** Are available by contacting the Fuel Service Center via DSN: 632-7064/7488 or COMM: 0434-30-7064/7488, or the Command Post at DSN: 632-3100 or COMM: 0434-30-3100. Stand-by duties will be daily, from 1630 hours through 0730 hours during normal duty days, and 24 hours a day on weekends and non-duty days.

4.1.1. During off-duty hours, Vehicle Management Stand-By Mechanics will respond to calls for vehicle repairs such as emergency response vehicles, units that have vehicle types that fall below Minimum Essential Level (MEL), and vehicles assigned to VIPs.

4.1.1.1. Stand-By Mechanics will not be used for routine calls, such as to unlock vehicles.

4.1.2. General-purpose vehicles blocking a runway, taxiways, or impeding traffic will be safely moved out of the way and reported the following duty day during normal duty hours.

**NOTE:** If there is a dispute concerning the validity of a call, the Stand-By Mechanic will contact the NCOIC of CSC or the VFM/VMS for clarification. If either cannot be contacted, the Stand-By Mechanic will respond to the call and ensure all information is logged into continuity book.

**4.2. During duty hours, contact VM CSC at 632-8353 for mobile maintenance calls.**

## Chapter 5

### OFFICIAL USE OF GOVERNMENT MOTOR VEHICLES

**5.1. All personnel will restrict the use of GMVs for official mission purposes only.** Unauthorized use of GMVs often results in unnecessary expenditures of funds and public criticism. GMV transportation shall not be provided based solely on reasons of rank, position, prestige, or personal convenience.

#### 5.1.1. POD (Permissive Operating Distance).

5.1.1.1. Since it is often more effective to use commercial methods of transportation for the movement of personnel and cargo to destinations outside the surrounding area of the installation, a standard POD extending 120 miles (approximately two hours and within Italian borders) in all directions from the perimeter of the installation applies to all government-owned and leased vehicles. The following locations are outside the range but have been identified as frequently traveled areas and will be considered inside the POD.

##### 5.1.1.1.1. Ghedi AB

##### 5.1.1.2. Camp Darby

**5.2. All units required to operate GMVs outside the POD are responsible for.** Coordination of all required border clearance letters if GMVs will be used to travel outside the borders of Italy. There is no longer a requirement to formally request to exceed the POD through LRS Vehicle Dispatch. However, units exceeding the POD are highly recommended to have a courtesy inspection conducted by Vehicle Management CSC, during normal duty hours, at least 24 hours prior to departure to ensure overall safety and road worthiness and if needed, to perform scheduled maintenance.

**5.3. When urgent short notice (less than 24 hours) mission.** Requirements dictate the use of a GMV or rental to exceed the POD and/or are outside of normal duty hours, the user is responsible for conducting a thorough inspection of the vehicle prior to departure. If there are any questionable discrepancies, the user will notify the Vehicle Operations Control Center who will determine if standby maintenance will be called for assistance, if a replacement vehicle is needed or if UDI vehicle is authorized.

**5.4. Units exceeding the boundaries of the established range will be.** Responsible for vehicle recovery costs incurred should the GMV breakdown outside the POD.

**5.5. IAW AFI 24-301.** Reasonable Proximity for Temporary Duty (TDY) Sustenance, members TDY to Aviano Air Base and operating GMVs will not exceed a 5 mile radius from the base in order to obtain sustenance. Transient Aircrew landing at Aviano requiring meals only, will be taken to on base eating establishments. For TDY personnel billeted at off base hotels due to non-availability at the Mountain View Lodge, a 5 mile radius of their hotel will be used for sustenance.

**5.6. All GMV requests in support of a deployment, command exercises and/or any type of TDY within or departing Italy must be.** Coordinated through FM&A. Requests must be processed 30 days before the proposed travel dates, to allow for appropriate vehicle sourcing and/or coordination through higher headquarters as needed.

**5.7. Mission specific authorizations are.** Approved for emergency response personnel for the purpose of securing meals from the on-base military dining facility and non-appropriated funds, Army and Air Force Exchange Service, and Defense Commissary Agency, operated eating establishments to include shoppettes. Travel to and from the base gymnasium when on duty is also allowed. This is predicated on mission requirements and is not granted for the personal convenience of the members.

5.7.1. The units listed below have been granted mission specific authorization

5.7.1.1. 31 SFS—personnel geared up for response (vest, weapon, on patrol)

5.7.1.2. 31 OMRS—personnel operating ambulances

5.7.1.3. 31 CES—personnel operating fire fighting vehicles

5.7.1.4. 31 HCOS—personnel operating ambulances

**5.8. IAW AFI 91-207.** Unit Commanders will establish and enforce duty hour limits for operators of motor vehicles to reduce the potential for traffic mishaps caused by operator fatigue IAW DoDI 6055.04, *DoD Traffic Safety Program*. To reduce the potential for traffic mishaps caused by operator fatigue, commanders and supervisors will apply a formal risk assessment IAW AFI 90-802, *Risk Management*. If time critical, a real time risk assessment will be used to assess the risks, establish operating procedures, apply supervision and other controls to mitigate risks. This applies to missions exceeding a singular shift or duty day. Risk assessments include, but not limited to, are time on duty, operator's physical condition, driving conditions, duty requirements and length of travel.

**5.9. Commercial Terminal Transportation.** IAW DoDM 4500.36, *Acquisition, Management, and Use of DoD Non-Tactical Vehicles*, Enclosure 5.

5.9.1. Travel to commercial terminals with GMVs will be evaluated on a case-by-case basis and authorized when at least one of the conditions below are met:

5.9.1.1. Individual is normally authorized Domicile to Duty transportation. Under 31 U.S.C. §1344 *Passenger Carrier Use*, the Secretary of the Air Force must approve all domicile-to-duty authorizations. (There are no approved domicile-to-duty authorizations at Aviano Air Base.)

5.9.1.2. Necessary because of emergency situations or to meet security requirements. (Security requirements are defined as increased Force Protection Condition measures or personnel traveling with government weapons.)

5.9.1.3. Terminals are located in an area where other methods of transportation cannot meet mission requirements in a responsive manner (e.g. No-notice deployment/TDY, last minute flight change, public/commercial transportation strike, etc.). In order for a request to be approved for responsive manner, justification must be provided as to why public or commercial transportation services could not be utilized.

**5.10. Groups or individuals not meeting the above requirements.** Will not be afforded GMV support and will utilize public transportation or other commercial transportation services.

TAD D. CLARK,  
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Commander

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

**31 U.S.C. §1344**, *Passenger Carrier Use*, 12 January 2018

**49 CFR, Part 571**, *Federal Motor Vehicle Safety Standards*, 18 October 2019

**AFI 23-101**, *Air Force Materiel Management*, 12 December 2016

**AFI 24-301**, *Ground Transportation*, 22 October 2019

**AFI 24-302**, *Vehicle Management*, 15 August 2017

**AFI 90-802**, *Risk Management*, 1 April 2019

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

**AFMAN 24-306**, *Operation of Air Force Government Motor Vehicles*, 30 July 2020

**AFMAN 33-363**, *Management of Records*, 21 July 2016

**AFMAN 33-363\_USAFESUP**, *Management of Records*, 6 September 2016

**AFPD 24-3**, *Management, Operation and Use of Transportation Vehicles*, 14 December 2017

**AFPD 64-1**, *The Contracting System*, 6 November 2018

**DoDI 4500.36**, *Acquisition, Management, and Use of Motor Vehicles*, 31 August 2018

**DoDI 6055.04**, *DoD Traffic Safety Program*, 31 August 2018

**DoDM 4500.36**, *Acquisition, Management, and Use of DoD Non-Tactical Vehicles*, 20 December 2018

**Executive Order 13834**, *Efficient Federal Operations*, 17 May 2018

**United States General Services Administration Federal Management Regulation §102-34.**, *License Plates*, 22 October 2018

***Adopted Forms***

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

**AF Form 847**, *Recommendation for Change of Publication*

**Standard Form 91**, *Motor Vehicle Accident Report*

**Standard Form 94**, *Statement of Witness*

***Abbreviations and Acronyms***

**AFRIMS**—Air Force Records Information Management System

**ATV**—All Terrain Vehicle

**CSC**—Customer Service Center

**DLA-DS**—Defense Logistics Agency-Disposition Service

**FM&A**—Fleet Management and Analysis

**FW**—Fighter Wing

**GMV**—Government Motor Vehicle

**GSU**—Geographically Separated Unit

**IPT**—Integrated Product Team

**LRS**—Logistics Readiness Squadron

**MEL**—Minimum Essential Level

**O&M**—Operation and Maintenance

**OGMVC**—Other Government Motor Vehicle Conveyance

**OPR**—Office of Primary Responsibility

**OR&L**—Operator Records and Licensing

**POD**—Permissible Operating Distance

**RDS**—Records Disposition Schedule

**SE&V**—Support Equipment and Vehicles Division

**TDY**—Temporary Duty

**UDI—U**—Drive-It

**U.S.C**—United States Code

**VCNCO**—Vehicle Control Non-Commissioned Officer

**VCO**—Vehicle Control Officer

**VFM**—Vehicle Fleet Manager

**VMS**—Vehicle Management Superintendent

## Attachment 2

### EXAMPLES OF ABUSE

**A2.1. Vehicle abuse action will be.** Initiated for vehicle or vehicular equipment damage resulting from operators' failure to follow unit's approved lesson plans and Air Force regulations, to include guidance outlined in AFMAN 24-306.

A2.1.1. Common examples of abuse are:

A2.1.1.1. Improper cargo distribution, failure to secure loads properly in cargo area of the vehicle, or by not following established loading or unloading procedures.

A2.1.2. Using a vehicle for other than its intended or designed purpose (i.e., 6K F/L used to transport a 10,000-pound pallet).

A2.1.3. Tampering with governors, distributors, or pollution control devices.

A2.1.4. Operating vehicles with insufficient oil or coolant, failure to check fluid levels according to established requirements, failure to monitor dashboard instrumentation, and/or failure to seek maintenance support for vehicle warning lights/messages.

A2.1.5. Operating vehicle with parking brakes applied.

A2.1.6. Failing to protect the painted surface(s) from corrosion and/or oxidation.

A2.1.7. Failure to clean, wax or maintain the interior or exterior of the vehicle, to meet corrosion control and appearance requirements.

A2.1.8. Unauthorized wiring, marking, add-ons, or modification of a vehicle (add-ons and modifications must be processed in writing through the VCO or VCNCO, the Vehicle Operations Officer (VOO), and Vehicle Management for approval.

A2.1.9. Vehicle being operated by an unqualified or untrained operator without an instructor present.

A2.1.10. Operating a vehicle with broken tire chains or improperly inflated tires; i.e., not according to manufacturer recommendations.

A2.1.11. Tire wears beyond minimum acceptable safe tread depth. Tire wear that exposes the cord renders tires unsuitable to be recapped or re-grooved and is unsafe.

A2.1.12. Intentional destruction or disfigurement of vehicle interior or exterior.

A2.1.13. Operating of a vehicle or equipment in conflict with published safety Department of Defense (DoD) publication, Air Force Occupational Safety and Health (AFOSH), Occupational Safety and Health Act (OSHA), Air Force instruction, Air Force Manual, Technical Order, or Italian laws concerning vehicle safety.

A2.1.14. Allowing water to accumulate in the vehicle interior as a result of washing with a hose, or the excessive accumulation of water from a storm due to leaving windows open.

A2.1.15. Over-filling the engine crankcase, transmission or hydraulic reservoirs.

A2.1.16. Servicing the vehicle fuel tank or hydraulic reservoir with incorrect fuel or oils.

A2.1.17. Not restraining doors when opening in excessive wind.

A2.1.18. Operating a vehicle in violation of guidance provided in the operator manual or accepted driving practices.

**A2.2. Other situations where vehicle abuse action may be initiated.**

A2.2.1. Failure to report malfunctions, defects in, or damage to a vehicle to 31 LRS/LGRV within 24 hours. A pre-approved delay of this action is authorized to satisfy immediate mission needs.

A2.2.2. Failure to bring vehicle or equipment to 31 LRS/LGRV for scheduled maintenance before an overdue condition exists. Prior to becoming overdue, pre-approved rescheduling due to mission requirements is exempt.

A2.2.3. Failure to accomplish proper operator care and maintenance.

A2.2.4. Any other occurrence when the VFM/VMS, as the fleet management functional expert, determine that damages caused are a result of abuse.