

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

AVIANO AIR BASE INSTRUCTION

31-218

25 JUNE 2024

Security



**MOTOR VEHICLE TRAFFIC
SUPERVISION**

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This instruction implements guidelines established in DAFI 31-218, *Air Force Motor Vehicle Supervision*, and establishes procedures for motor vehicle traffic supervision on Aviano Air Base, Italy. This instruction includes, but is not limited to granting, suspending, or revoking the privilege to operate a Privately Owned Vehicle (POV), registration of POVs, administration of POV registration, driver performance records, and police traffic supervision. Supervisors at all levels will ensure their personnel are knowledgeable of all activities outlined in this instruction. This instruction applies to all U.S. DoD military (to include TDY personnel), DoD civilian personnel and their command sponsored dependents who are entitled to operate government-owned, leased, rented, or POVs on Aviano AB. Failure to comply with procedures outlined in this publication will be a violation of Article 92, UCMJ, Failure to obey a Lawful Order. 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 through appropriate chain of command. Ensure that all records created 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 the Air Force Records Disposition Schedule (RDS), which is located in the Air Force Records Information Management System (AFRIMS). This publication applies to the Air National Guard (ANG) and Air Force Reserve (AFR) only upon mobilization supporting 31st Fighter Wing at Aviano Air Base, Italy.

SUMMARY OF CHANGES

Changes include the new process for receiving an AFI license, clarification for towing vehicles, changes to base pet policy to align with Italian law, along with reformatting the instruction to align with Air Force Standards.

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Chapter 1

INTRODUCTION

1.1. Applicability. This instruction applies to all U.S. military personnel, military family members, Non-appropriated Fund employees, and DoD personnel operating Government Motor Vehicles (GMV) and Personally Owned Vehicles (POV). Furthermore, this instruction applies to Italian nationals employed by the U.S. government while operating a GMV.

1.2. Delegation of Authority. The Deputy Commander, 31st Mission Support Group (31 MSG/CD) is delegated authority to suspend or revoke driving privileges per 31 FW/CC, as supplemented. The Commander, 31st Mission Support Group (31 MSG/CC) has delegated authority under this instruction and may act as an alternate when the 31 MSG/CD is unavailable.

Chapter 2

DRIVING PRIVILEGES

2.1. Allied Forces in Italy (AFI) Motor Vehicle Operator's License.

2.1.1. AFI License Defined. The AFI license is a requirement for all U.S. DoD military (to include TDY personnel), DoD civilian personnel and their command sponsored dependents who are entitled to operate AFI plated vehicles.

2.1.2. Applicability. To obtain an AFI License, all U.S. DoD military (to include TDY personnel), DoD civilian personnel and their command sponsored dependents who are entitled to operate AFI plated vehicles must:

2.1.2.1. Submit an AFI Driver's License Application at Driving Overseas - 31st Force Support Squadron (31fss.com). This application must be completed, and all required documents emailed to Aviano Motor Vehicle Registration Office (AMVRO) org box at 31sfs.s5pr.amvro@us.af.mil. If unable to access the 31 FSS website, this application can be filled out on the Air Force Connect app or in-person at AMVRO.

2.1.2.2. Successfully complete the AFI test consisting of 100 questions, 50 multiple choice and 50 Italian road sign questions. Study materials can be found at Driving Overseas - 31st Force Support Squadron (31fss.com) or on the Air Force Connect app. **NOTE:** To pass the test and receive your license, you must score at least a 90% on each test. **EXCEPTION:** Personnel possessing a valid USAREUR US Certificate of License (AE Form 190-1F) are not required to take the Italian road sign test but are required to take the written test and attend the Local Conditions Brief prior to issuance of the AFI Driver License. TDY personnel see [para 2.1.3.5](#).

2.1.2.3. Failures. Failure to successfully complete the test will require re-testing at the following intervals:

2.1.2.3.1. First time failure. Personnel will be able to re-test 24 hours after the failure.

2.1.2.3.2. Second time failure. Personnel will be able to re-test 14 days after the failure.

2.1.2.3.3. Third time failure. Personnel will be able to re-test 60 days after the failure.

2.1.3. Issuance of license. To receive an AFI license, all applicants must complete the following:

2.1.3.1. All individuals applying for an AFI license must be designated as a sponsor or command sponsored dependent on official orders or be authorized full logistical support in their contract or Individual Logistical Support Letter signed by the 31 FW/JA. A copy of the orders, DOCBERS contract (from contracting office in area C), or Individual Logistical Support Letter (signed by 31 FW/JA) must be provided to the AMVRO prior to issuance of an AFI license.

2.1.3.2. Provide a valid driver's license from one of the 50 states or U.S. territories or a valid International Driving Permit that was not issued in Italy (See [paragraph 2.5](#).) **NOTE:** An expired license will be accepted if the state or territory has an Active-Duty military extension.

2.1.3.3. Completed driver's license application. Applicant must be at least 18 years of age at the time of application.

2.1.3.4. Test completion results from the Drivers and Road Sign Tests documenting successful completion. Citizens of the European Union are not required to take this test.

2.1.3.5. Spouses and/or immediate family members of personnel assigned to Aviano Air Base that are an EU Citizen or Other Country National are required to have an AFI License to operate an AFI registered vehicle.

2.1.3.5.1. EU Citizens are not required to test or receive a local condition briefing and will be 18 years of age or older. Members will complete the online driver's license application and present a valid EU driver's license at the AMVRO to receive an AFI license.

2.1.3.5.2. Country Nationals outside of the EU and U.S. will need to complete the tests outlined in 2.1.3.4. and will be 18 years of age or older. Members will complete the online driver's license application and present valid identification and International Driving Permit at the AMVRO to receive an AFI license.

2.1.3.6. All personnel TDY to Aviano Air Base for less than 60 days may receive an AFI Driver's License without the required Safety Brief or AFI License test but must comply with the requirements of para [2.1.3.1](#) - [2.1.3.3](#). Additionally, TDY personnel must receive the local signs guide available at AMVRO. Personnel will email one of the forms identified in para [2.1.3.1](#) through [2.1.5](#) along with a copy of their TDY orders to 31sfs.s5pr.amvro@us.af.mil or by bringing all forms to AMVRO. TDY personnel staying longer than 60 days must meet the same requirements as permanent party members. **NOTE:** An Individual's orders must state AVIANO as a destination to be eligible for an AFI license.

2.2. Expiration of license. The expiration date on the AFI license will be as follows:

2.2.1. U.S. Military and their command sponsored dependents: Will expire thirty (30) days after the sponsor's Projected Rotation Date (PRD)/Date Estimated Return from Overseas (DEROS) or expiration of the U.S. DoD/Uniformed Services Identification and Privilege Card, whichever is sooner.

2.2.2. DoD Civilians and their command sponsored dependents: Will expire thirty (30) days after the sponsor's Projected Rotation Date (PRD)/Date Estimated Return from Overseas (DEROS) or expiration of the U.S. DoD/Uniformed Services Identification and Privilege Card, whichever is sooner.

2.2.3. DoD Contractors and their dependents. Contractors and their dependents will expire on the date of expiration of the member's Letter of Logistical Support.

2.2.4. Italian National dependents with valid Italian Driver License: Will expire commensurate with the Italian Driver License expiration date or 30 days after sponsor's PRD/DEROS, whichever is earlier.

2.2.5. TDY personnel for 60 days or less. Temporary licenses will expire on last day of TDY as stated on orders.

2.2.6. Expiration. Regardless of the expiration date annotated on the license, all AFI Driver's Licenses expire when AFI privileges are no longer authorized such as retirement, separation, Permanent Change of Station (PCS), or loss of logistical support privileges.

2.2.7. Renewal. You must have one of the following required documents to renew your AFI driver's license:

2.2.7.1. A valid driver's license from the United States or U.S. territories.

2.2.7.2. A valid driver's license from another country.

2.2.7.3. A current copy of orders, Career Data Brief (CDB), Enlisted Records Brief (ERB), SURF, or contract reflecting new DEROS must also be provided to the AMVRO at time of AFI license renewal.

2.2.8. AFI Driver License with motorcycle endorsement (Italian translation for NATO Personnel).

2.2.8.1. Must possess a valid stateside driver's license with a motorcycle endorsement.

2.2.8.2. Motorcycle training requirements must be verified in writing by the Squadron Commander or approved Unit Motorcycle Safety Representative. The Unit Motorcycle Safety Representative will use the memorandum provided by the 31 FW Safety office.

2.2.8.3. Must have successfully completed a Motorcycle Safety Foundation®, state approved training or Host Nation equivalent courses IAW DAFI 91-207, *The US Air Force Traffic Safety Program*, within the last five (5) years. To attend all Basic Riding Courses held at Aviano AB, all personnel must wear an approved Economic Commission for Europe (ECE) motorcycle helmet and visor, certified separately.

2.2.8.4. Be of legal age with required experience in accordance with Local Italian Law. Members between the ages of 18-20, can operate a motorcycle of 35kw or less given they have stateside endorsement. Members between the ages of 20-23, are restricted to 35kw or less unless member can provide proof of an endorsement for 2 or more years. Members older than 24 have no kw limits or minimum required but must have stateside endorsement. **NOTE:** If you extend your DEROS at Aviano you must update your AFI license with the new expiration date.

2.2.8.5. Usage of tinted visor during hours of darkness is prohibited. Hours of darkness is defined as from one hour before sunset through one hour after sunrise.

2.3. Temporary AFI License.

2.3.1. Members arriving to Aviano AB with an expired stateside license may be granted a one-time issuance (60-day temporary license) upon verification that the individual has submitted a proper renewal request to his/her stateside authority within 60 days prior to expiration. This doesn't apply if the state or territory has an Active-Duty military extension.

2.3.2. 60 Day Temporary License. This license will not be issued for any purpose other than lost, stolen, or expired stateside license. Temporary licenses will not be granted if the member's driving privileges have been revoked or suspended by Commanding authority or other competent authority.

2.4. Procedures for a lost, stolen, or destroyed license. Under the Legislative Decree N.285, a report must be made to the base Carabinieri Office, located on Area F in building 49 (adjacent to the Mensa). Once the report has been completed, a copy must be provided to the AMVRO at which time the AFI licensing personnel will then be authorized to issue a new AFI license provided that the individual possesses a valid stateside/territory license. **NOTE:** If stateside driver's is lost, member must show the renewal request from their issuing state.

2.5. European Countries. Not all countries within the European Union (EU) may acknowledge the AFI Driver License when accompanied with a valid U.S. DoD/Uniformed Services Identification and Privilege Card. Such circumstances may warrant individuals to possess an International Driving Permit when occupying or passing through those areas. Members are encouraged to access travel resources such as www.aaa.com or <https://aataidp.com> prior to operating a vehicle outside of Italy. If needed, personnel may obtain an application for an International Driving Permit on the Military and Family Readiness Center (MFRC) website <http://www.31fss.com/afrc.shtml> or by visiting www.idlservice.com.

2.6. Implied Consent to Blood, Breath, or Urine Tests. Persons who drive on and off the installation shall be deemed to have given their consent to evidential tests for alcohol or other drug content of their blood, breath, or urine when lawfully stopped, apprehended, or cited for any offense allegedly committed while driving or in physical control of a motor vehicle on the military installation to determine the influence of intoxicants. Failure to give consent will result in a minimum one (1) year driving revocation.

2.7. Implied Consent to Vehicle Impoundment.

2.7.1. Vehicles that are parked for an unreasonable period, interfere with traffic operations, create a safety hazard, are mechanically disabled, or involved in an accident and/or have been left unattended in or adjacent to a Restricted/Controlled or off-limits area will be impounded. An unreasonable period is defined as longer than 72 hours in an area other than the Auto Hobby Shop. Vehicles parked in this designated lot must have proper authorization and credentials. A long-term parking pass can be requested through the 31 SFS Police Services Desk (PSD) at DSN: 632-4916.

2.7.2. **Abandoned Vehicle.** A vehicle will be considered abandoned when the vehicle meets one or more of the following requirements:

2.7.2.1. Has major parts missing making it immobile.

2.7.2.2. Has no license plate.

2.7.2.3. Vehicle registration is expired for over 120 days.

2.7.2.4. Vehicle has not moved for over 72 hours and show signs of abandonment (flat tires, excessive dirt, or growth of vegetation in or around the vehicle).

2.7.3. Prior to towing of a potentially abandoned vehicles, a DD Form 1408, *Armed Forces Traffic Ticket*, will be issued. After 72 hours, if the vehicle hasn't moved, a DD Form 2504, *Abandoned Vehicle Notice*, will be placed on the vehicle for possible abandonment. A copy of the DD Form 2504 will be forwarded to 31 SFS/S2I. SFS/S2I will attempt to contact the registered individual's chain of command. If the vehicle is not moved within 72 hours after issuance of DD Form 2504, a DD Form 2505 and 2506 will be accomplished and the vehicle towed.

2.7.3.1. 31 SFS/S2I will coordinate the removal of the vehicle with 31 LRS/LGRDDO and the First Sergeant of the vehicle's registered owner.

2.7.4. Policies and procedures for towing, searching, impounding, and inventorying vehicles will be IAW **Chapter 6** of DAFI 31-218, *Motor Vehicle Traffic Supervision*.

2.7.4.1. IAW AFI 24-301, *Ground Transportation*, 31 LRS/LGRDDO will only tow disabled vehicles that create traffic safety hazards or firefighting obstacle on the installation. Any other required movement will be at the expense of the owner.

2.8. Suspension or Revocation of Driving Privileges. The installation commander or designee may for cause, or any lawful reason, administratively suspend or revoke driving privileges on the installation. The suspension or revocation of installation driving privileges or POV registrations, for lawful reasons unrelated to traffic violations or safe vehicle operation, is not limited or restricted by this regulation.

2.8.1. Suspension. Driving privileges are usually suspended when other measures fail to improve a driver's performance. Measures should include counseling, remedial driving training, and rehabilitation programs if violator is entitled to the programs. Driving privileges may also be suspended for up to six (6) months if a driver continually violates installation parking regulations.

2.8.1.1. Driving privileges may also be revoked if a member does not maintain proper documents for their vehicle registration (i.e., failure to provide insurance, safety inspection or pay road tax).

2.8.1.2. Persons receiving three (3) non-moving violations (i.e., parking tickets; registration violations; insurance violations) within a 120-day period will have their driving privileges suspended for 30 days.

2.8.1.3. Persons accumulating 12 points within 12 months or 18 points within 24 months will have their driving privileges suspended for a period of six (6) months.

2.8.1.4. Any vehicle parked without authorization in an area restricted due to Force Protection measures may subject the driver to immediate suspension. Vehicle will be towed at the owner's and/or operator's expense.

2.8.2. Revocation. The revocation of installation and/or overseas command POV driving privileges is a severe administrative measure to be exercised for serious moving violations or when other available corrective actions fail to produce the desired driver improvement. Revocation of the driving privilege will be for a specified period but never less than six (6) months; revocations apply at all military installations; and remain in effect upon reassignment.

2.8.2.1. Driving privileges are subject to revocation when an individual fails to comply with any of the conditions requisite to the granting privilege listed in AFI 31-218, Chapter 2. Revocation of installation driving and registration privileges is authorized for military personnel, family members, DoD civilian employees, contractors, and other individuals with installation driving privileges. For civilian guests, revocation is authorized only with respect to incidents occurring on the installation or in the areas subject to military traffic supervision.

2.8.2.2. Driving privileges for individuals refusing to submit to Command Directed Installation Entry Point Checks will be revoked for a period of one (1) year.

2.8.2.3. Driving privileges will be revoked for a mandatory period of not less than one (1) year in the following circumstances:

2.8.2.3.1. The 31 FW/CC or designee has determined that the person lawfully apprehended on or off base for suspicion of Driving Under the Influence (DUI) refused 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 the law of the jurisdiction or installation traffic code or by service directive will have their driving privileges suspended or revoked for a minimum of one (1) year.

2.8.2.3.2. A conviction, non-judicial punishment, or a military or civilian administrative action resulting in the suspension or revocation of driver's license for intoxicated driving will have their driving privileges revoked for a minimum of one (1) year. Appropriate official documentation of such conviction is required as the basis for revocation.

2.8.2.3.3. **NOTE:** Exception to what is listed in para. **2.8.2.3.1-2.8.2.3.2**, if a member is convicted of fleeing the scene, attempting to elude a police officer, or racing on the installation, a six (6) month revocation not to exceed one (1) year will be issued IAW AFI 31-218, Table 5-1.

2.8.3. A signed preliminary suspension letter will be issued by 31 MSG/CD (MSG/CC if CD is absent). The signed preliminary suspension letter will remain in effect until the 31 MSG/CD (CC if CD is absent) gives written authorization either revoking or restoring driving privileges. Members found operating a motor vehicle on preliminary suspension will be subject to UCMJ Article 92 and further revocation action. The following circumstances are reasons for preliminary suspension issuance:

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

2.8.3.2. Operating a motor vehicle with a Blood Alcohol Concentration (BAC) of 0.05 percent by volume (0.05 grams per 100 milliliters) or higher or in violation of the law of the jurisdiction that is being assimilated on Aviano Air Base.

2.8.3.3. On an arrest report or other official documentation of the circumstances of an apprehension for intoxicated driving. **NOTE:** IAW DAFI 31-218, suspension becomes a mandatory revocation on conviction or other findings that confirm the charge (e.g., receipt of BAC more than 0.05%). This fact is included in the preliminary suspension letter.

2.9. Reciprocal Procedures. Driving privileges for personnel who PCS inbound, suspended, or revoked will remain suspended or revoked as specified by their losing base. Any personnel driving on a suspension from their previous base will be placed on a two (2) year extension and subject to Article 92, UCMJ. Aviano Air Base will also revoke an individual's driving privileges when local Italian police authority (Carabinieri, Local Polizia, Etc.) suspect an individual of DUI. 31 SFS/S5R will prepare a suspension/revocation package to be signed by the 31 MSG/CD when a report or record is received indicating the driving privileges for an inbound individual are suspended or revoked.

2.10. Administrative Due Process for Suspensions and Revocations.

2.10.1. Mandatory Suspensions and Revocations. 31 SFS/S5R will prepare and staff all mandatory suspension and revocation packages IAW DAFI 31-218, *Motor Vehicle Traffic Supervision* and DAFI 31-115, *Law and Order Operations*. Coordination includes the 31 SFS/CC and 31 FW/JA prior to being forwarded to 31 MSG/CD for approval/disapproval.

2.10.1.1. Suspension or Revocation Appeals. Members who desire an appeal hearing must submit a personal request to 31 SFS/S5R within five (5) workdays upon receipt of a suspension or revocation letter.

2.10.1.2. Appeal hearings will be scheduled by the member through 31 MSG/CCEA and will be accomplished within ten (10) workdays.

2.10.2. For offenses other than intoxicated driving, suspension or revocation of the installation driving privilege will not become effective until the Installation Commander or designee notifies the affected person and offers that person an administrative hearing. Suspension or revocation will take place 14 calendar days after written notice is received unless the affected person makes an application for a hearing within this period. Such application will stay the pending suspension or revocation for a period of 14 calendar days. Refer to DAFI 31-218, paragraph 2-6, b., for further guidance on offenses other than intoxicated driving.

2.10.3. Unit Commander Suspensions. Unit commanders have been delegated the right to suspend the driving privileges of military personnel (not military dependents) with high-risk tendencies for up to 180 days. High risk tendencies include, but are not limited to, multiple accidents or multiple traffic infractions (i.e., DUI, major vehicle accident, multiple speeding tickets, multiple parking tickets, etc.).

2.10.3.1. Unit commanders will make a written determination to suspend or revoke an individual's driving privileges based on documented reckless driving, another specific instance, alcohol abuse, or repeat traffic infractions. IAW DAFI 31-218, paragraph 2-6, coordinate this notice with the 31 FW/JA. Refer to [Attachment 3](#) for the standardized commanders briefing memorandum.

2.10.3.2. IAW DAFI 31-218, unit commanders will not suspend a person's driving privileges until they are notified (or reasonable attempts made) and offered an administrative hearing. If after the hearing the suspension is ordered, the commander must document the suspension in writing, to include the reason for the suspension, the recommended length of the suspension, and whether the suspension applies to POV and/or Government Motor Vehicle (GMV) privileges.

2.10.3.3. The unit commander and military member will sign the written suspension and forward to 31 SFS/S5R for processing into the Aviano Suspension, Revocation, and Barment (SRB) Roster. At the time of suspension, the military member will turn-in their AFI driver's license to the unit commander. The unit commander may reinstate the driving privileges of the member before the end of the suspension if circumstances warrant reinstatement; notify 31 SFS/S5R in writing to ensure the member is removed from the SRB Roster.

2.10.3.4. Upon completion of the suspension period, the unit commander will return the AFI license to the member, terminate the suspension, or forward a recommendation to the 31 MSG/CD for a continued license revocation for up to one (1) year.

2.10.3.5. Appeals for unit commander suspensions are considered by the 31 MSG/CD. Members who desire a hearing must schedule an appeal hearing through 31 MSG/CCEA within five (5) duty days upon receipt of a unit commander suspension letter. Appeal hearings will be accomplished within ten (10) duty days of the request for a hearing.

2.10.4. Confiscation of AFI Driver's License. Unit commanders/first sergeants will physically confiscate the AFI driver's license of personnel whose driving privileges have been suspended/revoked. AFI driver's license will be turned into the Reports and Analysis office (31 SFS/S5R) for processing and stored in the individual's vehicle registration folder in the AMVRO (31 SFS/S5PR) until reinstatement of driving privileges.

2.11. OCONUS Driving Suspension Notification. Commanders must follow provisions of the applicable Status of Forces Agreement (SOFA), the law of the host nation concerning reciprocal suspension and revocation, and other international agreements. To the extent an agreement concerning reciprocity may be permitted at a particular overseas installation, the commander must have prior authorization to negotiate and conclude such an international agreement in accordance with applicable international agreements, DODD 5530.3, and other individual Service instructions.

2.12. Programs for High-Risk Tendency Drivers.

2.12.1. Unit commanders have the option of directing traffic offenders who have not had their driving privileges suspended/revoked to attend Course 5 - *Driver Improvement and Rehabilitation* conducted by 31 FW/SE. IAW DAFI 91-207, *The US Air Force Traffic Safety Program*, and DoDI 6055.04, *DoD Traffic Safety Program*, personnel convicted of a moving traffic violation while operating a GMV or have been determined to have been at fault in a traffic mishap will attend the *Driver Improvement and Rehabilitation Course*. Commanders may use approved civilian online or classroom courses. A complete list of approved traffic safety courses is located on the Air Force Safety Center (AFSEC) SharePoint site. Commanders can also refer personnel identified as high-risk tendency drivers to the course at any time. Contact the 31 FW/SE to schedule unit personnel. Other programs, such as Alcohol Abuse Evaluation and/or Mental Health Evaluation, can be prescribed by instruction or the suspension/revocation letter.

2.12.2. DoD personnel and dependents deemed at fault in a major vehicle accident may immediately have their AFI license suspended by their unit commander and processed by the 31 SFS/S5R. Licenses will be restored after completing mandatory remedial traffic safety training with 31 FW/SE.

2.13. Extension of Suspensions and Revocation. Driving in violation of a suspension or revocation imposed under this regulation will result in the original period of suspension or revocation plus an additional two (2) year revocation from date of new violation IAW DAFI 31-218. In addition, administrative action may be initiated based on the commission of any traffic, criminal, or military offenses. For example, Active-Duty military personnel driving on the installation in violation of a lawful order.

2.14. Restoration of Driving Privileges. Reinstatement of driving privileges for suspension or revocation will not be automatic on the day after the suspension or revocation ends. The affected unit commander will ensure the following requirements are met:

2.14.1. Successful completion of Course V, *Driver Improvement and Rehabilitation Course* provided by the 31 FW/SE.

2.14.2. Re-test for AFI license online.
<https://forms.osi.apps.mil/Pages/ResponsePage.aspx?id=jbExg4ct70ijX6yIGOv5tD29FUoKqLJDvVEE2kSWNLJUMVFGV0RPU01ZQURUWVOTEVRUU5XN0VHQiQIQCN0PWcu>

2.14.3. Alcohol Abuse Evaluation/Mental Health Evaluation, if required.

2.14.4. Any additional special requirement prescribed by instruction or suspension letter.

2.14.5. At the end of the revocation period, member must present proof of successful completion of: Course V, Driver Improvement Course (632-7233), AFI License retest (632-7158) and Alcohol and Drug Abuse Prevention and Treatment (ADAPT) (632-5560) to unit commander and to the 31 SFS/S5R office. Provided no further incidents have occurred, the member will be eligible for reinstatement of driving privileges. Within five **(5) duty days** of receiving proof of completion documents, 31 SFS/S5R will notify member of the status of the driving privileges. If the privileges are not reinstated, 31 SFS/S5R will identify necessary follow-on actions.

2.15. Restricted Driving Privileges. The 31 MSG/CD may grant restricted driving privileges or probation on a case-by-case basis. Restricted driving privileges will not be granted to any person whose driver license or right to operate motor vehicles is under suspension or revocation by a State, Federal, or host nation licensing authority. Prior to application for probation or restricted driving privileges, a State, Federal, or host nation driver's license or right to operate motor vehicles must be reinstated. Persons requesting restricted privileges will forward a letter requesting specific privileges endorsed by their commander through 31 SFS/S5R prior to being forwarded to 31 MSG/CD. Privileges will only be granted for extreme hardship cases.

2.16. Visitors. Assigned personnel that have a non-dependent family member(s) or guest(s) visit during their tour of duty may receive a temporary authorization to operate an AFI plated vehicle. The recipient of the temporary authorization must be 18 years or older, possess a valid license, and reviewed Italian Road Signs/Driver's Study Guide. The sponsor completes the designated request MFR at the AMVRO located in building 1403, has the visiting family member sign the form (acknowledging that they have reviewed the study guide and road signs), and turn the form into the AMVRO. A valid license from one of the 50 states (or US territories) or a valid license from another country is required. **NOTE:** This authorization only permits the family member to operate an AFI plated vehicle while an AFI privileged member is in the vehicle.

Chapter 3

MOTOR VEHICLE REGISTRATION

3.1. Registration Policy. All Aviano personnel who register vehicles with AMVRO must display “*Italian Cover Plates*” on their vehicles. These cover plates will be provided by the 31 FW at no cost to authorized registrants, provided they comply with all the terms outlined below. Additionally, Aviano personnel will remove all DD Form 2220/2219 decals from their vehicles. **NOTE:** At all times any vehicle registered in the MVRO system must remain in compliance, even if the vehicle is not being operated. (i.e., registration, insurance, safety inspection, road tax)

3.1.1. The United States Navy Europe (USNAVEUR), through the Naval Support Activity (NAV-SUPPACT), Naples Italy, is the United States European Command (EUCOM) executive agent for administration of vehicle registration for all U.S. and NATO military and civilian personnel assigned to bases in Italy. All vehicle registrations and fuel privileges are issued IAW NAVSUPPACT Naples Instruction 11240.19G, NAVSUPPACT Naples Instruction 10340.8F, and NAVSUPPACT Naples Instruction 10340.1H.

3.1.2. Ownership of vehicles registered by U.S. military activities in Italy is documented on NAVEURGEN Form 11240/3, Military Registration and Certificate of Title of Motor Vehicle, which is a dual-language (English - Italian) document.

3.1.3. Vehicles utilized strictly for off-road purpose (i.e., ATVs, off-road motorcycles, vehicles that are not street legal, etc.) cannot be registered through the AMVRO. If you ship an off-road vehicle to Aviano Air Base, you will be required to pay all associated customs fees to reflect proper vehicle importation and subsequent exportation. If you ship a U.S spec moped to Aviano Air Base, you will not be able to register, and the vehicle must remain in storage.

3.1.4. Vehicles registered through AMVRO with AFI/Cover plates will have valid registration issued in the name of the sponsor, as this document certifies the tax-free temporary import status of the vehicle. If the vehicle registration is lost, stolen, or destroyed the registered owner must file a report with base Carabinieri. The registrant will be required to obtain a copy of the Carabinieri report and take it to the AMVRO to receive a certified stamped copy of the original registration. The original registration document will be maintained on file at the AMVRO. The vehicle owner will be given a copy.

3.1.5. Vehicle registrations must be renewed within the month the vehicle’s registration expires. **EXCEPTION:** If the registration will expire while personnel are deployed, TDY, or on leave for 30 days or longer and they are unable to obtain a Special Power of Attorney (POA), the individual may renew their registration the month prior to departure. They will need to bring a copy of their deployment/TDY orders, leave authorization (Part II), or an MFR from their First Sergeant/Commander stating they will be deploying or TDY for more than 30 days to the AMVRO. If the member chooses to obtain a Special POA to renew their vehicle registration in their absence, they must obtain one from Legal that includes, year, make, model, VIN, and purpose. Once the member obtains the Special POA, the member and the person they are giving POA to must report to the AMVRO to request permission for a Special POA through the NCOIC. Registration renewals must be completed IAW NAVSUPPACT Naples Inst 11240.19G. Failure to renew the vehicle registration will result in suspension of AFI

registration privileges, loss of fuel rations, and loss of driving privileges. Personnel can contact the AMVRO for current information on vehicle registration procedures.

3.1.6. Owners of AFI/Cover plated vehicles will not lease or rent their vehicles to any other person or allow any non-AFI licensed or otherwise unauthorized persons to operate their vehicle. The only exception is family members obtaining a temporary authorization IAW [para 2.16](#).

3.1.7. Disposition of AFI/Cover Plated Vehicles. Owners of AFI/Cover plated vehicles must out-process through AMVRO prior to PCS. There are only four (4) authorized methods for disposing of a vehicle: ship (exported), sell to another AFI authorized user, salvaged, or driven to another installation within Europe (exported).

3.1.7.1. Prior to a vehicle being shipped or exported, the owner will retrieve their fuel authorization form (FM-1) from the BX, bring a copy of their orders, current registration, and the AFI plates to the AMVRO. The owner will be issued temporary plates at no charge before PCS. This must be done no later than 72 hours of the shipping date or final out date. If the shipping date or exportation date is a Monday, the plates can be turned in on the last duty day of the week prior.

3.1.7.2. Vehicles will not be sold or transferred to a new owner unless the previous owner has a clear title, registration, inspection certification within 60 days, road taxes paid to date, and when applicable, proof that the lien holder has consented in writing to the transaction or a lien release letter.

3.1.7.3. AFI/Cover plated vehicles will be salvaged by the owner IAW appropriate directives. Cover plates and salvage receipt must be returned to AMVRO after the vehicle is salvaged. The only authorized salvage yard is Rigo Autodemolizione, located at Via G. Da Gemona 22 in Fontanafredda. If the vehicle is disposed of improperly, the registered owner will be liable for all associated customs fees. Contact AMVRO if an AFI plated vehicle needs to be salvaged.

3.1.8. Specified Consent to Impoundment, Salvage, and Towing Fees.

3.1.8.1. Each registrant will be required to sign a statement appointing the cognizant Motor Vehicle Registration Officer (Aviano Motor Vehicle Registration Office) as an Attorney-in-Fact (AIF) who will be authorized to dispose of the vehicle by salvage if the registrant has departed the overseas station on PCS orders without providing a POA to another eligible person, vehicle registration is expired for over 120 days, the vehicle has been declared abandoned by a competent authority as determined by the installation commander, or POA given has expired IAW NAVSUPACT Naples Instruction 11240.19G.

3.1.8.2. Personnel must consent to the installation vehicle impoundment policy if they wish to drive on the installation. Aviano vehicle registration forms or policy contain the following listed statement: *“DAFI 31-218, Air Force Motor Vehicle Traffic Supervision, and the installation traffic code provide for the removal and temporary impoundment of privately owned vehicles parked illegally for unreasonable periods, interfering with military operations, creating a safety hazard, disabled by incident, left unattended in a restricted or controlled area, or abandoned. I agree to reimburse any agency or contractor for the cost of towing, storing, and disposing of my motor vehicle if it is lawfully removed and impounded.”*

3.1.8.3. Security Forces will initiate a DD Form 139, *Pay Adjustment Authorization*, in coordination with the 31 CPTS/FMFC to initiate collection of applicable costs/fees associated with the disposal of POVs. 31 CPTS/FMFC will process the debt and provide registrants due process prior to collecting funds. It is the responsibility of each unit to ensure its members properly dispose of their vehicles by means of sale, salvage, or shipment prior to PCS or separation. If a member fails to properly deregister his/her vehicle, the unit's First Sergeant will serve as lead point of contact to ensure unit member vehicles are properly deregistered.

3.1.8.4. Vehicles improperly deregistered by cause of abandonment will also be deregistered through the unit First Sergeant. Members remaining in service, if Italian importation fees are due to the Italian customs office; the unit First Sergeant will process DD Form 139, *Pay Adjustment Authorization*, and send to 31 CPTS/FMFC to initiate collection of fees, or forward to the gaining command for collection of unresolved debt. If member has terminated federal military service, the unit First Sergeant will coordinate with Italian Customs officials utilizing the assistance of the AMVRO to address resolution of the service member's debt. The losing unit may forward unresolved debt to separating members last known address or forwarding address or provide payment through other means to resolve debt. As a last resort when all other means have been exhausted, the member's unit Commander must generate a memorandum to the installation Commander with all pertinent information. The installation Commander will request funds from the Naples Command HQ.

3.1.9. Loss or theft of Cover Plates and/or AFI Documents. Immediately, report the loss or theft to the base Carabinieri to complete a written report. The registrant will be required to obtain a copy of the Carabinieri report and take it to the AMVRO. If the member's cover plates were lost or stolen, the member will receive new cover plates after the receipt of the Carabinieri report. All vehicle documentation will be updated IAW NAVSUPACT Naples Instruction 11240.19G. Upon annual registration, all registered vehicles will be required to be current on road tax, insurance, and inspection prior issue of tax-free fuel privileges card.

3.1.10. Vehicle Registration Authorization. IAW U.S./Italian SOFA and Italian customs requirements, assigned U.S. military personnel, DoD civilian personnel, and contractors in support of the Air Force are authorized to register a total of three (3) POVs with AMVRO at one time. All AFI registered vehicles are considered "*temporarily imported into Italy*" and therefore, no customs fees are applied. At no point will an individual be authorized to have more than three (3) POVs registered at any given time.

3.1.10.1. The government of Italy allows for members to register one (1) vehicle exempt from road tax. This same tax-exempt vehicle is the vehicle that fuel rations will be determined for. This vehicle receives a Type I Registration.

3.1.10.2. Up to two (2) additional vehicles may be registered. These vehicles receive a Type II Registration. Annual Italian Road taxes will be assessed and paid to the government of Italy. This tax assessment/billing will be determined by the AMVRO. Payments can be made in the AMVRO or Community Bank in Area 1 and these vehicles don't receive fuel rations.

3.1.10.3. Personnel who are on temporary assignment to Aviano AB for a period of six (6) months or less will not be allowed to register vehicles with the AMVRO.

3.1.11. Family Members Who Remain in Italy. Vehicle registration authority, fuel rations, and AFI driver's licenses must be turned in if the U.S. military or civilian sponsor departs Aviano but choose to leave their dependents in the local area. The NATO SOFA does not allow logistical support for dependents remaining in Italy after departure of the military sponsor even if the member has a follow-on assignment to Aviano or may return to Italy in the future.

3.1.12. Policy for USAF Reserve Personnel. COMUSNAVEURINST 5840.2E, USAREUR Reg 550-32, USAFE Instruction 36-101 (hereinafter referred to as the Tri-Service Regulation) establishes policy for rationed goods, motor vehicles, and other items. The Tri-Service Regulation provides this definition of sponsor: "4. 'Sponsor' means a member of the force or civilian personnel whose duty in Italy, pursuant to orders or other documentation, authorizes accompanying command-sponsored dependents in Italy."

3.1.12.1. Reservists Designated as Sponsor(s). USAF Reserve personnel meeting this definition and whose orders are validated as authorizing accompanying command-sponsored dependents, are authorized standard vehicle registration and rationed "P" Series fuel coupon allocation.

3.1.12.2. Reservists Not Designated as Sponsor(s). USAF Reserve personnel who are not considered a "Sponsor" IAW referenced Tri-Service Regulation may be authorized "G" Series Fuel Coupons IAW NAVSUPACT Naples Instruction 10340.8F providing their orders properly authorize use of a POV or rental vehicle. The authorization will be documented on a fuel card, limited to the period authorized by the orders, IAW engine size of the vehicle used.

3.1.13. All vehicles will be registered in the name of the sponsor. Command-sponsored dependents must have a valid Special POA to act on the sponsor's behalf. The Special POA must state the year, make, model, and Vehicle Identification Number (VIN) of the vehicle and specify exactly what authorizations the sponsor is giving the command-sponsored dependent.

3.1.14. Requirements for two wheeled vehicles (over 49cc) are as follows:

3.1.14.1. Individuals must meet Local Italian Law age and engine size requirements. Refer to para. [2.2.8.1-2.2.8.4](#) for requirements and visit the AMVRO for guidance on the current laws. Additionally, individuals must be in possession of a valid AFI driver's license. Members are prohibited from purchasing a motorcycle without the endorsement on their stateside driver's license. **NOTE:** Host Nation laws requires vehicles to be registered within 6 months, or the vehicle will be salvaged.

3.1.14.2. One of the following documents in the sponsor's name; original Vehicle Title, Certificate of Origin, or previous registration. If title or registration is in the command sponsored dependent's name, the sponsor will need to report with that individual to the 31 FW Legal Office so a Bill of Sale can be initiated (AFI vehicles must be registered only in the sponsor's name).

3.1.14.2.1. Incoming Customs document T1 (from Personal Property Office).

3.1.14.2.2. Safety Inspection. This can be performed after the registration and issuance of plates.

- 3.1.14.2.3. The motorcycle VIN must be inspected by AMVRO (before or after registration).
- 3.1.14.2.4. Proof of insurance. Insurance must be in the Sponsors name and valid for a minimum of six (6) months. Failure to maintain insurance will be sufficient grounds for immediate termination of registration, driving privileges, and may result in disciplinary actions.
- 3.1.14.3. If an individual has a current approved training card (validated by the Unit Motorcycle Safety Representative (UMSR)), Request for AFI License Motorcycle Endorsement form signed by the Squadron CC or UMSR, and endorsement on their stateside driver's license at time of initial registration, they will receive the plate and 7-day temporary registration to complete inspection.
- 3.1.14.4. If an individual has not completed the approved course or has an expired approved course card, the plate will not be issued until the day prior to the needed training course. Motorcycles should be transported on a flatbed, truck, or trailer to the course. If transportation is unavailable, another AFI motorcycle driver can operate the motorcycle to the course. The owner will be given instruction to not operate the motorcycle outside of the course prior to gaining the endorsement. The temporary plates and registration can be picked up the last duty day prior to the course. If the individual does not have a motorcycle endorsement on their stateside driver's license, the plate and temporary registration must be returned to the AMVRO immediately following the initial course. An AFI license with the motorcycle endorsement will not be issued until the member has a permanent motorcycle endorsement on their stateside driver's license and all training requirements (validated by the UMSR) have been satisfied.
- 3.1.14.5. The motorcycle registration must be renewed annually even if the registered owner does not have the plate and registration. The motorcycle cannot be driven without the plate and registration, however it can be towed or transported to the safety inspection tent if the safety inspection is required IAW [Para 3.5](#). If registered as a secondary vehicle road tax must be paid annually. January and July are the only month's road tax is authorized for motorcycles. Depending on date of initial registration, the registration will fall into whichever of those two months is closer to one (1) year from date of registration. Failure to renew motorcycle registration in the month it is due will result in immediate loss of fuel rations and registration rights.

3.2. Type I Registration.

3.2.1. Type I (primary/tax free vehicle) Registration Defined. The following information is IAW NAVSUPACT 11240.19 Series. Any changes made in the NAVSUPACT will supersede all other vehicle registration regulations. Type I registration is defined as a POV or two-wheeled vehicle (over 49cc) imported into Italy, which is the primary means of transportation for authorized military and/or DoD civilian personnel. This vehicle is imported free of customs duty, value added tax (IVA), and road tax. A type I vehicle is a privately owned motor vehicle for the personal use of the eligible registrant and his/her bona fide dependents. The engine size of the Type I vehicle is used as the basis for tax-free fuel privileges and is the only vehicle authorized to use tax-free fuel/petroleum products.

3.2.2. Vehicle Purchased from Local National. The vehicle registration requirements for vehicles purchased from an Italian citizen are as follows; Denationalization document (Contact AMVRO to determine what is required to obtain a denationalization document), a bill of sale between Italian citizens, and an AFI privileged individual. This must be completed on the Italian economy at either an Italian Town Hall or Italian Notary. Current vehicle insurance with proper license plate and AFI number in buyer's name; vehicles are required to possess a current Italian inspection "*Revisione*" and a base inspection completed within 15 days prior to vehicle registration, valid AFI driver's license, and applicable registration fees contact AMVRO for the exact amount(s).

3.2.3. Vehicles that are already AFI plated and have valid registration:

- 3.2.3.1. Current vehicle insurance with proper license plate number in buyer's name.
- 3.2.3.2. Base safety inspection current within 60 days prior to the registration appointment.
- 3.2.3.3. Valid AFI driver's license and valid state side driver's license.
- 3.2.3.4. Applicable registration fees. Contact AMVRO for further information.
- 3.2.3.5. Bill of sale (accomplished during the AMVRO appointment). The buyer and seller must both be present.

3.2.4. Vehicles shipped at government expense: (AE Form 302, *Import-Export Customs Declaration*, issued at Aviano AB or port).

- 3.2.4.1. Vehicle Safety Inspection completed within 15 days after the initial registration appointment.
- 3.2.4.2. Current vehicle insurance with proper license number in buyer's name.
- 3.2.4.3. Valid AFI driver's license.
- 3.2.4.4. Applicable registration fees, contact AMVRO for exact amount(s).

3.2.5. Vehicles driven from another European country:

- 3.2.5.1. Military registration from previous country in sponsor's name.
- 3.2.5.2. Current vehicle insurance with proper license number in buyer's/owner's name.
- 3.2.5.3. Vehicle Safety Inspection current within 15 days prior to the registration appointment.
- 3.2.5.4. Valid AFI driver's license.
- 3.2.5.5. Applicable registration fees, contact AMVRO for exact amount(s).
- 3.2.5.6. Vehicles must be registered with AFI license plates within 21 days of arrival in Italy.

3.2.6. Motorcycles. Motorcycles can be registered as primary vehicles; however, they will only be authorized a maximum of 200 liters of fuel per month IAW NAVSUPACT Naples Instruction 10340.1H.

3.2.7. Fuel Privilege Revocation. A sponsor's tax-free fuel privileges will be suspended/removed when at least one of the following conditions exists:

3.2.7.1. A registered vehicle (Type I and/or II) has been reported as abandoned or improperly salvaged.

3.2.7.2. A sponsor fails to provide proof of valid insurance on any vehicle registered in the MVRO program.

3.2.7.3. A registered vehicle (Type I and/or II) has an expired registration.

3.2.7.4. As determined appropriate by the AMVRO Director.

3.3. Type II Registration.

3.3.1. Type II (secondary vehicle) Registration Defined. Type II registration is when POVs or two-wheeled vehicles (over 49cc) are used as a secondary means of transportation. Type II registration requirements are the same as Type I requirements, however, annual road tax is required for this type of registration. Personnel are required to maintain copies of their annual road tax receipts to out-process Aviano AB. NATO Italian tax-free fuel coupons are not provided for Type II vehicles. Contact AMVRO for road tax computation.

3.3.1.1. Road taxes will be paid up to the Italian recognized road tax months (Apr, Aug, Dec) or to the members DEROS month. Road taxes may be pro-rated for the initial registration and paid up to the most recent month in which annual registration is required. Road tax will not exceed a members DEROS, expiration of Contract or Logistical Support Letter. Under no other circumstances will Italian road tax be pro-rated for a vehicle.

3.4. Vehicle Registration Expiration.

3.4.1. At a minimum, the AFI vehicle registration will expire when: Italian road taxes are overdue, the sponsor's PRD/DEROS is reached, the sponsor's Letter of Logistical Support expires, the sponsor's DOCPERS approval as technical representative expires, or failure to follow annual renewal procedures, IAW [Para 3.1.5](#).

3.5. Vehicle Inspections.

3.5.1. All AFI Vehicle Safety inspections will be conducted by 31 LRS using the criteria established by local directives and HN laws, at the POV Inspection Facility. These inspections are required annually, within 60 days of vehicle transfer, or within 15 days prior to initial vehicle registration. Vehicle Safety Inspections may be conducted randomly by on-duty Security Forces. Additionally, Safety Inspections must be accomplished within the month of the registration renewal and/or after a vehicle has been repaired following a major accident or vehicle component failure which renders the vehicle not in inspection order. AFI plated vehicles will undergo a mechanical and safety inspection at the following times:

3.5.1.1. Vehicles less than four (4) years old are inspected upon initial registration into the AFI system and then once the vehicle reaches four (4) years of age.

3.5.1.2. Vehicles four (4) to six (6) years old are inspected upon initial registration into the AFI system and then again when the vehicle reaches six (6) years of age.

3.5.1.3. Vehicles over six (6) years old are inspected upon initial registration and on an annual basis.

3.5.1.4. Upon transfer of title to another eligible AFI privileged member. Inspections conducted within 60 days are valid for the transfer.

3.5.1.5. More frequently as directed by 31 FW/CC.

3.5.2. Any vehicle that fails to pass a safety inspection will not be registered or sold unless discrepancies are corrected. If after 30 calendar days the vehicle has not passed inspection, the sponsor must provide AMVRO proof/invoice that parts are on order. If the discrepancies have not been corrected within 90 calendar days, the sponsor must dispose of the vehicle through local salvage procedures. Waiver authority to exceed the 90-day extension period rests with the 31 FW/CC.

3.6. Power of Attorneys for Disposal of AFI Registered Vehicles.

3.6.1. A POA to another AFI privileged member is an authorized form of vehicle disposition and will only be accepted in cases of early return due to medical reasons, short notice separation, short notice PCS, and administrative discharge. POA's will not be used as a substitute for improperly planned vehicle disposition or PCS. If the vehicle is not properly disposed of before the expiration of the POA, the vehicle must be salvaged. **NOTE:** The person designated on the POA is responsible for any towing, storage, or administrative cost incurred in disposing of the vehicle, including salvage fees, towing charges, impound and/or storage fees and any unpaid road taxes. Refer to [attachment 6](#) for a POA example.

3.6.1.1. Personnel in the situations described in [paragraph 3.6.1](#) desiring a POA must first consult with the AMVRO Director or authorized designee. If determined to be a valid reason for a POA, the Director/designee will issue an *Authorization for Motor Vehicle Power of Attorney*. Personnel will present this to the legal office to be notarized. The POA will be valid for a period of 90 days. Extensions and renewals are not authorized under any circumstances, there is no waiver authority. **NOTE:** POAs will only be issued to personnel in the grade of E-5 and above.

3.6.1.2. POAs must be signed by the Squadron commander. The AMVRO Director/designee is the final approving authority for POAs.

3.6.2. Owners must dispose of their vehicle. However, as in the above cases of emergency, if it becomes necessary to leave disposal in the hands of another individual by means of a POA, the following will apply for the AMVRO to accept a POA for disposal of an AFI registered vehicle.

3.6.2.1. A POA will not be accepted if the Attorney-in-Fact (AIF) already holds a POA for another vehicle.

3.6.2.2. A POA will not be accepted if the vehicle does not have a valid safety inspection for the duration of the POA, or if the AIF has less time remaining on their present tour of duty than the registration expiration date unless under extreme conditions or circumstances.

3.6.2.3. During the term of the POA, the AIF will ensure the vehicle taxes are paid and the insurance policy is valid for the period of the POA.

3.6.2.4. The POA will not authorize the AIF to utilize the Fuel Rations issued to the original owner of the vehicle.

3.6.2.5. The original POA will be maintained at the AMVRO, unless other terms are on the POA, in which case a copy will be maintained.

3.6.2.6. If the individual who is given a POA is unsuccessful in disposing the vehicle within the period of the registration validity or the POA expires, it must be salvaged IAW NAVSUPACT Naples Instruction 11240.19G.

3.7. Motor Vehicle Operators' Licenses.

3.7.1. The Government of Italy allows U.S. Forces to operate government and privately owned vehicles in Italy based on the SOFA. Operator licensing requirements differ depending on the type and registration of vehicles being operated.

3.7.1.1. Government Motor Vehicles (GMV). All personnel operating a government owned/leased vehicle must have a valid AFI driver's license and establish a record (AF Form 2296, *Vehicle Operator Information*, Part 3) for all vehicle operators, regardless of motor vehicle type or gross vehicle weight. To establish an AF Form 2296, unit Vehicle Control Officers (VCO), Vehicle Control Non-Commissioned Officer (VCNCO), or squadron Commander will ensure personnel are trained by annotating AF Form 171, *Request for Driver Training and addition to U.S. Government Driver's License* and provide the form to 31 LRS/LGRDDO.

3.7.1.2. Privately Owned Vehicles (POV).

3.7.1.2.1. AFI Registered Vehicles. NAVEURGEN Form 11240/2, (AFI License), a bilingual (English/Italian) document, is the only driver's license authorized for personnel permanently assigned or attached to Aviano AB to operate a POV registered with the AMVRO. See [paragraph 2.5](#) for licensing requirements for travel in countries outside of Italy.

3.7.1.2.2. Italian Plated Vehicles. To operate an Italian registered vehicle, operators should possess one of the following: A valid driver's license from one of the 50 United States or U.S. territories, a valid driver's license from another country, or a valid international driver's permit (except if issued in Italy).

Chapter 4

TRAFFIC PLANNING AND CODES

4.1. Traffic Planning.

4.1.1. The Traffic Circulation Plan for Aviano AB is developed by the Police Services NCOIC, with support from Civil Engineering, Safety Office, and Logistics Readiness Squadron. This is accomplished through the Traffic Safety Coordinating Group and approved by the 31 MSG/CC. The normal duty day traffic flow is considered moderate due to the layout of Aviano AB.

4.1.1.1. Peak load traffic flow is experienced on the flightline roads leading to the flightline gate and roads to Area 1. This heavy flow of traffic is prevalent from 0700-0830 and 1500-1700 each duty day. Increased traffic flow is experienced during special events conducted in the flightline area. Any activity over normal requirements causes added traffic flow in each area of the base.

4.1.1.2. Host Nation police (Carabinieri, Local Polizia, ITAF) and the Police Services staff will be notified at least one (1) month in advance to provide effective control over special events and road maintenance that may affect traffic flow.

4.1.2. Surveys will be conducted by the Police Services NCOIC, base safety representatives, and base Civil Engineer to ensure uniform and effective traffic planning. Emergency situations such as long-term construction projects will necessitate more frequent surveys to address specified situations.

4.1.3. Judicious use of uniform traffic control signs must be practiced. All road signs and speed limits must conform to Italian law. Studies by Police Services and the Base Traffic Engineer will be accomplished to ensure uniform and effective traffic planning. These will be validated and documented during quarterly Traffic Safety Boards.

4.1.4. Off-road vehicles may be utilized on the installation during contingencies, increased threat levels, emergency situations, and when deemed necessary by the 31 SFS/CC.

4.2. Traffic Accident Reporting and Classification.

4.2.1. A major accident is defined as:

4.2.1.1. Accident involving fatality or personal injury (evident or claimed).

4.2.1.2. Accident resulting in estimated damage at or exceeding \$10,000 is considered major for both GMV/POV and/or property.

4.2.1.3. Accident resulting in disabling damage to a GMV/POV (requiring towing). Disabling damage is described as such damage rendering the vehicle completely inoperable. It does not include damage such as a broken distributor cap, bent fender, damaged radiator, flat tires, etc. This type of damage is functional damage and not disabling.

4.2.2. A minor vehicle accident is defined as:

4.2.2.1. Vehicles with non-disabling damage with no injuries or fatalities.

4.2.2.2. Damage to vehicles or property estimate less than \$10,000.

4.2.3. Anyone involved in a vehicle accident on base, major or minor, must immediately report the accident to the Security Forces PSD. Anyone involved in a major accident off-base must immediately notify the Emergency Control Center (ECC) at 043-430-7200 (DSN: 632-7200). Personnel involved in minor vehicle accidents off-base will notify the Security Forces Police Services Desk within 72 hours of the accident.

4.3. Parking.

4.3.1. General. Parking restrictions are established to better manage parking areas, support the mission, and encourage participation in the government's policy on energy conservation and a cleaner environment. Installation parking areas must be managed to provide support to the mission. Reserved parking will be kept to an absolute minimum to encourage safe working and living environments.

4.3.2. Reserved parking will generally be granted according to the following priorities:

4.3.2.1. Generals, Colonels, Chief Master Sergeants, equivalent grades of other services, and GS-15 or above.

4.3.2.2. Organizational commanders and first sergeants.

4.3.2.3. Emergency and mission essential government vehicles.

4.3.2.4. Handicapped stalls as required by the Americans with Disabilities Act guidelines.

4.3.2.5. Visitor/customer service only facilities with a customer service function. These requests will be considered on a case-by-case basis and these parking spaces will have a time limit.

4.3.2.6. Group-level and above quarterly/monthly award winners.

4.3.2.7. Special parking slots (i.e., Volunteer with Permit) may be reserved at community areas, such as the Commissary and Base Exchange. The 31 MSG/CD is the approving official for all special parking requests.

4.3.3. Managing Parking Areas. Facility managers will serve as the Point of Contact (POC) for reserved parking designations in parking lots servicing the facility. For parking lots servicing more than one facility, requests for reserved parking designations will be coordinated with appropriate facility managers.

4.3.3.1. The requesting facility manager will submit a written request via AF IMT 332, *Base Civil Engineer Work Request*, work order for reserved parking spaces to the 31st Civil Engineer Squadron (31 CES) Customer Service after coordination with other facility managers, if appropriate. The requesting facility manager will also coordinate the work request with 31 SFS/S5LE and 31 FW/SEG prior to submitting to 31 CES Customer Service. Requests will be completed as follows:

4.3.3.1.1. Provide a map depicting the parking area, total spaces, number, and desired location of the reserved spaces, designation for each space and the name and duty phone of the facility manager submitting the request.

4.3.3.1.2. The 31st Civil Engineer Squadron Base Traffic Engineer will evaluate requests against requirements of [para 4.3.1](#), after the requestor coordinates with 31

SFS/ S5LE and 31 FW/SEG. The base traffic engineer will submit a recommendation to the work request review board.

4.3.3.1.3. Requests for additional reserved parking beyond those listed in [para 4.3.2](#), will be considered and/or approved by the 31 MSG/CD at the Traffic Safety Control Group.

4.3.3.2. Upon approval, 31 CES will install the appropriate signage. 31 CES is the only organization authorized to install, remove, or fabricate reserved parking signs.

4.3.3.3. Submit for removal of reserved parking on AF IMT 332 to 31 CES Customer Service.

4.3.3.4. Bi-annually (NLT 30 September, odd years), each facility manager will submit a drawing to 31 CES Customer Service of the parking areas surrounding their building(s). The drawing(s) will include the location and total number of parking spaces available and the number, location, and title of each reserved parking spot. Those facility managers who share parking areas may work together and submit a combined report.

4.3.4. Long Term Parking. The designated long term parking area will be located on the North side of Area F, behind Bldg. 918A. This area is for parking longer than 72 hours (i.e., TDYs, Deployments, etc.). Parking Passes will be requested through the Police Services Desk (SFS/S5LE) for a set period and will be visibly displayed on the dashboard. During non-duty hours, parking passes will be requested through the ECC. Extensions for those times may be granted only through prior coordination by the individuals First Sergeant or above who will in turn notify S5LE. Failure to coordinate prior to the expiration may result in the vehicle being towed at the owner's expense. **NOTE:** This does not include long term parking designated by the AMC Terminal, near Bldg. 1078, for those taking leave, as governed by 724 AMS requirements.

4.4. Traffic Violation Reports. Security Forces may issue a DD Form 1408, *Armed Forces Traffic Ticket*, to any U.S. military personnel, military family members, NAF, DoD personnel, and Italian nationals employed by the U.S. government within the confines of Aviano AB. These personnel may also be cited by the Carabinieri; however, Italian Nationals or NATO military personnel may only be cited by Carabinieri. **NOTE: Italian nationals are not subject to the point scale outlined in DAFI 31-218. S5R will notify the applicable commanders of all infractions resulting in DD Form 1408 issuance. Commanders may determine if infraction(s) are in violation of Article 25, Section 2.d. of the Conditions of Employment for Local National Employees of the U.S. Armed Forces in Italy.**

4.4.1. When issuing a DD Form 1408, patrolmen will write, stamp, or place a label on the back of the pink copy given to the violator with the following instructions: *If you wish to rebut this citation, report to Security Forces Reports and Analysis (SFS/S5R), Bldg. 1403, within five (5) duty days. Please notify your Commander or First Sergeant within 24 hours or the next duty day.*

4.4.1.1. If the violator does not notify SFS/S5R within five (5) duty days of request to rebut the citation, S5R will complete the administrative process and adjudicate the citation in the Air Force Justice Information System (AFJIS). Adjudicated 1408s will be stamped **"DID NOT REBUT"** on the front of the ticket and S5R will make notifications to violator's Commander/First Sergeant via email.

4.4.1.2. Members wishing to rebut a citation must notify 31 SFS/S5R within five (5) duty days of the citation being issued. Failure to do so will result in adjudication of the citation. If members have contacted S5R within the correct period, they will have an additional five (5) duty days to submit a well-articulated rebuttal letter/MFR justifying their position and explaining why they believe the citation should not go against their driving record. This letter must be endorsed by the members' First Sergeant and Commander, and they indicate whether they Agree/Disagree with the members' position. If this letter is completed and routed to S5R within the correct amount of time, the 1408 citation and rebuttal letter will be forwarded to the Defense Force Commander (DFC) for final decision. S5R will contact the member to relay the results.

4.4.2. If a violation notice has been issued in error, it may only be voided for two reasons. The DFC is responsible to the United States Magistrate's Court and only voids violation notices in cases of mistaken identity of person or obvious legal error. If the agency is still in possession of all copies, the violation notice will be voided by the DFC. This ensures the integrity of the ticket issuing process. All spoiled tickets will be disposed of according to the guidelines furnished by the court.

4.4.3. Traffic Violations or License Suspension Reporting.

4.4.3.1. Military AFI licensed drivers will notify their commander if their (or their dependents) driving privileges are revoked or suspended by Italian authorities for any reason, within 72 hours of the incident, or 24 hours of returning from pass or leave. Civilian AFI licensed drivers should report if their driving privileges are revoked or suspended as well. Failure to do so may jeopardize their driving privileges.

4.4.3.2. Military personnel arrested or apprehended by host nation police for traffic related offense(s) must report this information to the Security Forces PSD, or ECC during off-duty hours, within 24 hours of the incident or release from custody. Failure to report this contact is a violation of Article 92, UCMJ.

4.5. Handicap/Maternity parking permits.

4.5.1. Personnel requiring handicapped/maternity parking permits to park in designated areas must first obtain a Memorandum For Record (MFR) signed by their Primary Care Manager (PCM) or professional medical provider. The MFR **MUST** provide the following requesting individuals' information:

4.5.1.1. Full Name.

4.5.1.2. Full SSN.

4.5.1.3. Reason/Verification for obtaining the permit.

4.5.1.4. Expected delivery date (Maternity passes only).

4.5.1.5. DEROS of individual (handicapped passes only).

4.5.2. Personnel will take the MFR to Reports and Analysis along with their valid military or dependent ID to receive the permit. The permits will be issued with the members' information, including cover plate number, to allow use in any vehicle registered in the sponsor's name.

4.5.3. Permits must be displayed in the windshield while parked in the designated parking spaces. The permit information must be clearly visible and unobstructed.

4.5.4. Permits issued by Reports and Analysis are only valid on Aviano Air Base.

4.6. Grace Periods for Minor Violations (72-hour Fix-it Tickets). Individuals cited for minor vehicle defect(s) by Security Forces will be given a 72-hour grace period to have the discrepancy repaired or provide a receipt to demonstrate a part is on order. The violator will report to the Security Forces PSD to show the repaired part or receipt for an ordered part within 72 hours. If the violator meets the grace period, the citation will be annotated as a warning by the respective unit and forwarded to 31 SFS/S5R. If the individual does not appear or appears and the problem is not corrected, they will be issued a citation for “Operating an Unsafe Vehicle.”

4.7. Traffic Complaints. Personnel observing traffic violations may make a formal traffic complaint by completing a sworn/affirmed “*Traffic Complaint Form*” at the PSD during normal duty hours or ECC during off duty hours. Persons may also make a telephone complaint, with instructions to report to the PSD, or ECC during off-duty hours, within 24 hours to complete a written statement concerning the complaint. A traffic complaint may also be made via electronic traffic complaint to the PSD organization box. Personnel submitting this must have make, model and license plate number to vehicle to ensure further action is pursued. The traffic complaint form will be forwarded to the appropriate squadron commander/first sergeant through 31 SFS/S5R for action. After acting, the commander/first sergeant will annotate the action taken on the form and keep a file copy.

4.8. Chemical Testing Policies and Procedures.

4.8.1. Any lawfully obtained breath, chemical, urine or blood test used to determine an individual’s BAC will be accepted; however, the chemical test commonly utilized at Aviano Air Base is blood extraction by 31st Medical Group laboratory personnel, a breathalyzer conducted by 31 SFS, or a breathalyzer test conducted by host nation law enforcement (Carabinieri or Local Polizia).

4.8.2. The BAC limit for Aviano Air Base is .05% g/dl IAW Italian Law. Persons with a BAC between .05% to .079% g/dl are considered impaired and are prohibited from operating any motor vehicle. BAC of .08% g/dl or more is classified as Driving While Intoxicated (DWI). **NOTE:** Individuals under the age of 21 will not have a BAC while operating a motor vehicle IAW Italian law.

4.9. Aviano Specific Off-Limit Roads. Failure by military members to obey the mandatory provisions in this section is a violation of Article 92 of the UCMJ.

4.9.1. Roads and areas off-limits to all GMV’s:

4.9.1.1. Via Menegoz: the road behind Area D between Area E and the railroad underpass.

4.9.1.2. From the railroad underpass and Via Garibaldi (the serpentine road leading to the roundabout by Aviano Inn).

4.9.1.3. Via Sacile in Aviano, the left hand turn before the traffic light at the grey mall.

4.9.1.4. Roads north of mountain highway including those leading to Piancavallo, Barcis, and Mezzomonte.

4.9.1.5. Via Pedemonte: the road leading to the mountain highway (accessed by turning left out of Area 1).

4.9.1.6. The town of Castello di Aviano and all roads leading into this town.

4.9.2. Exemptions to off-limits roads and areas:

4.9.2.1. Emergency response vehicles (law enforcement, medical, and fire response) and GMVs conducting official business may proceed on off-limits roads and through the underpass only when responding to emergencies or as directed by 31 SFS Emergency Communications Center, DSN 632-7200. Emergency response vehicles performing normal transit between Areas 1 and 2 and the flight line will adhere to the above policies and use the main road through Aviano. Command and Control vehicles may operate on off-limits roads and through the underpass at the discretion of unit commanders.

4.9.2.2. The 31st Civil Engineer Squadron (31 CES) Housing Flight is exempt in entirety from this policy for the purpose of local housing acquisition and inspection.

4.9.2.3. Armed Forces Network (AFN) for transmitter servicing and film shoots only.

4.9.2.4. Traffic Management Office (TMO) for the purpose of quality control visits during household goods inspections.

4.9.2.5. TDY personnel who are lodged north of mountain highway may use their GMV to drive to their lodging site (i.e., GMVs may be used for transport to lodging at Hotel Prata Plana on the road to Piancavallo).

4.9.2.6. Public Affairs photographers/videographers for the purpose of documentation during alert response and Wing Safety for the purpose of mishap investigation.

4.9.2.7. Outdoor Recreation (ODR), Aviano Youth Programs (AYP), and 31 FSS may traverse the Piancavallo and Barcis off-limits roads to conduct sponsored ODR/AYP trips and programs.

Chapter 5

PROCESSING OF SECURITY FORCES INCIDENT/COMPLAINT REPORTS

5.1. General Requirements.

5.1.1. All appropriate paperwork will be forwarded to Security Forces Reports and Analysis (31SFS/S5R) who will annotate further distribution of reports. Routing of Security Forces reports will be completed IAW [Table 5.1](#).

Table 5.1. Routing of Security Forces Reports.

SUBJECT	UNIT	LEGAL	HOME STATION
Military Subject (Assigned to AAB)	XX	OO	
Military Subject (Not assigned to AAB)	OO		XX
Active-Duty Military Member Dependent	XX		
Civilian Employee (NAF, DoD assigned to AAB)		XX	
Civilian Employee (NAF, DoD not assigned to AAB)	OO		XX
XX – Action Copy / OO – Information Copy			

5.1.2. 31 MDG/SGOHS will receive a copy of all incidents involving alcohol and 31 MDG/SGOHF will be forwarded a copy of all incidents involving family violence, abuse, or neglect.

5.1.3. 31 FW/JA and AFOSI will receive a copy of all reports where a subject has been identified.

5.1.4. 31 MSG/CD will receive a copy of any report where a dependent child is a subject.

5.1.5. A copy of all incidents involving US Army personnel and/or their dependents will be forwarded to the legal office at Vicenza Army Post, Italy.

5.2. Report Suspense. 31 SFS/S5R will establish a 60-day suspense for reports requiring unit commander action. Extensions may be granted on a case-by-case basis. If response on command action is not received by the due date, S5R will send a letter, “*Notice of Late Suspense*” signed by the 31 SFS/CC giving an additional 14-day suspense. If the additional suspense is not met, S5R will send a “*Notice of Second Late Suspense*” to the unit commander with a courtesy copy to the group commander. For more information, refer to DAFI 31-115, *Law and Order Operations*.

5.3. Forms Adopted. NAVEURGEN Form 11240/3, *Military Registration and Certificate of Title of Motor Vehicle*, DD Form 139, *Pay Adjustment Authorization*, AE Form 302, *Import-Export Customs Declaration*, AF Form 2296, *Vehicle Operator Information*, Part 3 NAVEURGEN Form 11240/2, AF Form 332, and *Base Civil Engineer Work Request*.

TAD D. CLARK
Brigadier General, USAF
Commander

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

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

DAFI 31-115, *Law and Order Operations*, 18 August 2020_DAFGM2022-01

DAFI 31-218, *Motor Vehicle Traffic Supervision*, 22 May 2006

DAFI 36-2903, *Dress and Personal Appearance of Air Force Personnel*, 29 February 2024

DAFI 91-207, *The U.S. Air Force Traffic Safety Program*, 9 January 2024

DoDI 6055.04, *DoD Traffic Safety Program*, 20 April 2009

NAVSUPACT Naples Instruction 10340.1H, *Policy Governing Procurement and Retail Sale of Tax-Free Petroleum Products (POL) "P" Coupons in Italy, for use in Primary Owned AFI Vehicles*, 25 November 1998

NAVSUPACT Naples Instruction 10340.8F, *Policy Governing Tax-Free Petroleum Products (POL) "G" Series Coupons for use in Italy by Official, Rented, and POV Traveling on Official Business*, 01 December 1998

NAVSUPACT Naples Instruction 11240.19G, *Regulations Concerning Registration of Privately Owned Motor Vehicles*, 19 July 2010

NAVSUPACT Naples Instruction 11240.29D, *Allied Forces Italy Driver License Policy*, 16 July 2009

COMUSNAVEURINST 5840.2E, USAREUR Reg 550-32, USAFE Instruction 36-101, *Tri-Component Directive for Italy on Personal Property, Rationed Goods, Motor Vehicle and Drivers' Licenses, Civilian Component and Technical Representative Status*, 20 February 2004

ITALIAN DECRETO 18 NOVEMBRE 1998, n.462, *Road tax payment in accordance with Ministry of Finance*, 1955

ITALIAN DECRETO LEGGE DEL 30 DICEMBRE 1982, n.953, *Road Tax Payment Procedures*

Abbreviations and Acronyms

AAFES—Army and Air Force Exchange Service

AFI—Armed Forces in Italy

AFJIS—Air Force Justice Information System

AFMAN—Air Force Manual

AFOSI—Air Force Office of Special Investigations

AFRIMS—Air Force Records Information Management System

AIF—Attorney-in-Fact

AMVRO—Aviano Motor Vehicle Registration Office

ASTM—American Society for Testing and Materials
BAC—Blood Alcohol Content
CDB—Career Data Brief
CPSC—Consumer Product Safety Commission
CSF—Chief, Security Forces
DEROS—Date Estimated Return from Overseas
DOT—Department of Transportation
DUI—Driving Under the Influence
ECC—Emergency Communications Center
ECE—Economic Commission of Europe
EUCOM—United States European Command
GMV—Government Motor Vehicle
GOI—Government of Italy
HN—Host Nation
IAW—In Accordance With
IPE—Individual Protective Equipment
LN—Local National
MFR—Memorandum For Record
MFRC—Military and Family Readiness Center
MPF—Military Personnel Flight
MVRO—Motor Vehicle Registration Office
NAF—Numbered Air Force
NATO—North Atlantic Treaty Organization
NAVEUROGEN—United States Navy Europe, General
NCOIC—Non-Commissioned Officer In Charge
OPR—Office of Primary Responsibility
PCM—Primary Care Manager
PCS—Permanent Change of Station
POA—Power of Attorney
POC—Point of Contact
POV—Privately Owned Vehicle
PRD—Projected Rotation Date

PSD—Police Services Desk

RDS—Records Disposition Schedule

SOFA—Status of Forces Agreement

SRB—Suspension, Revocation, and Barment

USAFE—United States Air Forces in Europe

VCO—Vehicle Control Officer

VIN—Vehicle Identification Number

31 FW/CC—Commander, 31 Fighter Wing

31 FW/JA—Staff Judge Advocate, 31 Fighter Wing

31 FW/SE—Safety Office, 31 Fighter Wing

31 FW/SGOHS—Substance Abuse Section, 31 Medical Group

31 FW/SGOHF—Family Advocacy Section, 31 Medical Group

31 MSG/CC—Commander, 31 Mission Support Group

31 MSG/CD—Deputy Commander, 31 Mission Support Group

31 LRS/LGRDDO—Ground Transportation Flight, 31 Logistics Readiness Squadron

31 SFS/S2I—Investigation Section, 31 Security Forces Squadron

31 SFS/S5LE—Police Services Desk, 31 Security Forces Squadron

31 SFS/S5R—Reports and Analysis Section, 31 Security Forces Squadron

Attachment 2

AVIANO AIR BASE TRAFFIC CODE

Figure A2.1. Aviano Air Base Traffic Code.

Introduction: The purpose of the vehicle traffic code is to ensure all personnel who operate a Government Motor Vehicle (GMV), or Privately Owned Vehicle (POV) are aware of the rules for operating on Aviano AB.

Policy: The operation of a motor vehicle in Italy is a conditional privilege extended by the 31 FW/CC. Individuals given this privilege will comply with the standards established in this instruction.

A2.1. Unlicensed Motor Vehicle Operators. U.S. Military members, DoD civilians, DoD contractors, U.S. Army and Air Force Exchange Service (AAFES) employees, and sponsored family members shall not drive and/or cause or permit another to drive an AFI plated private motor vehicle without a valid AFI driver's license accompanied by a valid stateside/home country driver's license. All personnel operating a government owned/leased vehicle must have a valid AFI driver's license accompanied by a valid stateside/home country driver's license and establish a local driving record via AF Form 2293, *USAF Motor Vehicle Operator Identification Card*, regardless of vehicle type or gross vehicle weight. **NOTE:** Local national mechanics employed to repair POVs may operate AFI plated vehicles in performance of their duties.

A2.2. Vehicle Registration. Applicable to U.S. Military members, DoD civilians, DoD contractors, AAFES employees, and sponsored family members assigned to Aviano AB or supported units.

A2.3. U.S. military members/dependents residing in Italy:

A2.3.1. Individuals attempting to enter and/or operate a motor vehicle on the installation with an expired AFI license will relinquish the AFI driver's license to Security Forces, cease all motor vehicle operations, and report to AMVRO for renewal. **(Non-moving Violation) (3 Points)**

A2.3.2. Individuals attempting to enter the installation and/or operate a motor vehicle with expired registration will park the vehicle in the nearest designated parking location and cease operation of the motor vehicle until properly cleared by AMVRO. **(Non-moving Violation) (3 Points)**

A2.4. Insurance. All vehicles (regardless of operational status) will be insured with a minimum of liability insurance, IAW Italian law. Vehicle operators will present valid proof of insurance upon request by Security Forces. In the event an operator cannot provide proof of insurance, they will report to the Police Services Desk within five (5) duty days and present the citation and valid proof of insurance for assessment. **NOTE:** Insurance documentation must reflect an implementation date originating prior to citation date and must be current. Personnel failing to provide valid proof of insurance will immediately cease operation of the AFI plated vehicle and surrender the rear license plate (Italian cover plate) to AMVRO within five (5) duty days.

A2.5. Licenses. No person shall unlawfully use or permit the unlawful or fraudulent use of an official driver's license, vehicle registration, or proof of insurance documents. Persons unlawfully

or fraudulently using or possessing such documents will lose their driving privileges for a period of one (1) year. **(Non-moving Violation)**

A2.6. Operating Unsafe Vehicles.

A2.6.1. It is unlawful to operate a motor vehicle if the vehicle is in an unsafe condition, or which is not safely loaded, and which presents an immediate safety hazard. Unsafe vehicle examples: Non-serviceable or not equipped with lights, mirrors, windshield, wiper blades, bumpers, mufflers, horns, brakes, serviceable tires, etc. Unsafe load Examples: Passenger limit exceeded, weight limit exceeded when transporting goods/equipment, and unsecure loads. **(Moving Violation) (2 Points)**

A2.6.2. It is unlawful to operate a vehicle with tint covering the entire windshield. A fully tinted windshield causes reduced visibility and a safety hazard for the driver, passengers, other drivers, and pedestrians. Exception: Non-reflective tint may extend 6 inches from the top of the windshield (measured inside the windshield). **(Moving Violation) (2 Points)**

A2.7. Earphones. IAW DAFI 36-2903 and DAFI 31-218, the wear of earphones/headphones (iPods, MP3 type players, etc.) are authorized only on designated running areas unless directed by higher authority. This applies to all individuals operating a motor vehicle, human powered conveyance (i.e., bicycles, rollerblades, etc.) or pedestrians and joggers. **EXCEPTION:** Motorcycle helmets with an intercom system between the operator and passenger is permitted.

A2.8. Operating a motor vehicle and/or human powered conveyance while using a hand-held cellular telephone is strictly prohibited. EXCEPTION: The use of hands-free devices and/or single-bud earpieces.

A2.9. Motorcycle operations.

A2.9.1. All personnel operating motorcycles shall: possess a valid stateside driver's license with a motorcycle endorsement, possess a valid AFI driver's license with motorcycle endorsement, be of appropriate age IAW Italian law and possess a valid Motorcycle Safety Foundation Course Certificate. **EXCEPTION:** Motorcycles used exclusively as off-road or recreational vehicles.

A2.9.2. The following will apply while operating a motorcycle:

A2.9.2.1. Passing in a lane occupied by another motor vehicle is prohibited. **(Moving Violation)**

A2.9.2.2. Passing between lanes of traffic and/or through rows of stopped vehicles is prohibited. **(Moving Violation)**

A2.9.2.3. Operating a motorcycle in any configuration other than single file is prohibited. Formation rides must be approved in writing by 31 FW/SEG. **(Moving Violation)**

A2.9.2.4. Operating a motorcycle without headlights on is prohibited. **(Moving Violation)**

A2.9.2.5. Operating a motorcycle without signal lighting and rear-view mirror is prohibited. **(Non-moving Violation)**

A2.9.2.6. Operate motorcycles with Individual Protective Equipment (IPE) IAW the most current DAFI 91-207 and Italian Law. Please contact the 31 FW/SEG for further guidance. **(Non-moving Violation)**

A2.10. Motorcycle riders.**A2.10.1. Motorcycle age requirements IAW Italian law:**

A2.10.1.1. For personnel 18-20 years of age the horsepower/kilowatts are restricted to 35kw or less. **NOTE:** 35 Kilowatts roughly converts to 46.6 Horsepower.

A2.10.1.2. For personnel 20-23 years of age are restricted to 35kw or less unless member can provide proof of an endorsement for 2 or more years.

A2.10.1.3. For personnel 24 years of age and older there are no size restrictions.

A2.10.2. Motorcycles carrying a passenger shall be equipped with passenger footrests. (Non-moving Violation)**A2.11. Operation of Motorized Bicycles (Pedacycles, etc.) and Equipment.**

A2.11.1. Any person operating a motorized bicycle (pedacycle, etc.) upon a roadway will ride as near to the right side of the roadway as practical. All traffic hand/arm signals shall be executed as follows: **(Non-moving Violation)**

A2.11.1.1. Stopping: Left arm extended and bent downward.

A2.11.1.2. Left turn: Left arm extended.

A2.11.1.3. Right turn: Left arm extended and bent upward.

A2.11.2. IPE wear as described in A2.12.2.2., is mandatory.**A2.12. Operation of man-powered Bicycles and equipment on vehicle roadways. (Non-moving Violation)****A2.12.1. Bicycles shall be equipped with:**

A2.12.1.1. Front headlamp (white) visible by oncoming traffic at a minimum of 500 feet. Headlamps shall be utilized one (1) hour before sunset and switched off one (1) hour after sunrise. Headlamps must be used during periods of reduced visibility and/or inclement weather.

A2.12.1.2. Rear tail lamp (red) visible by same direction traffic at a minimum of 150 feet. Tail lamp shall be continuously lighted or flashing and utilized during periods of darkness or reduced visibility.

A2.12.1.3. Must be fitted with reflectors on pedals, headlight and rear reflector or light (for night use). Bicycles not fitted with lights, lamps, and reflectors may be pushed, but not ridden.

A2.12.2. Operate bicycles with Individual Protective Equipment (IPE). At a minimum, IPE shall consist of: **(Non-moving Violation)**

A2.12.2.1. The approval agencies in the U.S. for bicycle helmets are Consumer Product Safety Commission (CPSC), American Society for Testing and Materials (ASTM), and Snell.

A2.12.2.2. Wear a highly visible outer garment during the day and outer garment containing retro-reflective material at night IAW DAFI 91-207.

A2.12.3. Universal Bicycle Hand and Arm Signals. Any person operating a bicycle on a roadway will ride as near to the right side of the roadway as practical. All traffic hand/arm signals shall be executed as applicable: **(Non-moving Violation)**

A2.12.3.1. Stopping: Left arm extended and bent downward.

A2.12.3.2. Left turn: Left arm extended.

A2.12.3.3. Right turn: Left arm extended and bent upward.

A2.12.4. Operating a bicycle on a sidewalk is strictly prohibited. **EXCEPTION:** Anyone under legal driving ages may use sidewalks for safety reasons.

A2.13. Carriage of Children–Bicycles. Children under the age of eight (8) may be carried on bicycles only by adults, provided an appropriate saddle is fitted, firmly attached to the bicycle frame in front or rear of the person riding the bicycle and the child will wear a helmet.

A2.14. Bicycles on the road:

A2.14.1. Cyclists shall operate in single file. In certain instances when traffic conditions require, cyclists may operate side-by-side but no more than two abreast.

A2.14.2. Cyclists shall have free use of their hands and arms, keep a hand on the handlebars, be able to see clearly in front and all sides of them, and be able to execute any necessary maneuvers with the utmost freedom, safety, and ease.

A2.14.3. A rider is prohibited from carrying other persons on a bicycle unless the persons are children up to 8 years of age and there are suitable passenger fittings.

A2.14.4. Cyclists will not be pulled or towed by another vehicle or persons within a moving vehicle.

A2.15. Miscellaneous Modes of Transportation.

A2.15.1. Play wagons, carts, small two-wheel bicycles, tricycles, skates, etc., will not be operated on roadways.

A2.15.2. Roller-blades, roller-skates or skateboard use is prohibited on roadways. **EXCEPTION:** Parking lots during non-peak traffic hours and when authorization is granted by the owning commander. Perimeter road for base functions when traffic is controlled.

A2.16. Speed limits for Aviano Air Base (unless otherwise marked) are as follows:

Table A2.1. Aviano Air Base Speed limits.

AREAS	MPH	KPH
Area A1	15	24
Area C (CE Compound)	15	24
Area D (Recreation Area)	15	24
Area E (600 Area)	10	16
Area F (Flightline)		
Gate 7/8/9/10	10	16
Perimeter Road	30	50
Industrial Area (Hanger Road)	20	32
Parking Areas	10	16

Flightline (Taxiways/Runways)	25	41
Vehicle Maintenance Parking Area	5	8
All Parking Areas	10	16
Munitions Storage Area	10	16

A2.17. Other Speed Limits:

A2.17.1. Emergency Vehicles. Drivers will use due care and caution while responding to emergencies and will use emergency lights/devices as appropriate.

A2.17.2. Off-Base. Government vehicles operated off-base will not exceed 81 mph/130 KPH or the posted host nation speed limits, whichever is more restrictive.

A2.18. Blood Alcohol Concentration Standards.

A2.18.1. The Blood Alcohol Content (BAC) limit for Aviano Air Base is .05% g/dl IAW Italian Law. IAW DAFI 31-218, persons with a BAC between .05% to .079% g/dl are considered impaired and are prohibited from operating any motor vehicle. BAC of .08% g/dl or more is classified as Driving While Intoxicated (DWI). **NOTE:** Individuals under the age of 21 will not have a BAC while operating a motor vehicle IAW Italian law. **(Moving Violation) (6 Points)**

A2.18.2. The use of illegal drugs, psychotropic substances, and over the counter medication that could cause drowsiness that impairs your ability to operate a vehicle is classified as DWI. **(Moving Violation) (6 Points)**

A2.18.3. **Consumption of and/or possession of an open container of alcohol within a motor vehicle is prohibited. NOTE: This applies to vehicle operators and passengers. (Moving Violation) (3 Points)**

A2.18.4. A vehicle owner knowingly and willfully permitting a physically impaired person to operate the owners motor vehicle is prohibited. **(Moving Violation) (6 Points)**

A2.19. Inattentive driving. No person shall operate a motor vehicle without care and attention being given to other persons or vehicles. Operators must ensure proper clearance before setting a vehicle in motion. **EXCEPTION:** Inattentive driving will not be used as a catch all for traffic citations. If the driver was involved in an accident, cite them for the infraction that caused the accident (e.g., speeds too fast for conditions, failure to stop, failure to yield). **(Moving Violation)**

A2.19.1. Where an on-duty Security Force member or an Italian Air Force, Force Protection Group member is regulating traffic, the officer's signals or directions will take precedence over any traffic sign or signal.

A2.20. Failure to Yield Right-of-Way.

A2.20.1. Unmarked Intersection: When two vehicles approach an unmarked intersection at the same time and neither vehicle is on a priority road the vehicle on the right shall have the right-of-way. **(Moving Violation) (4 Points)**

A2.20.2. Marked Intersection: Every vehicle approaching a stop sign must come to a complete stop at the horizontal stop mark. Where stop marks are not clearly visible, operators must stop with the front bumper parallel to traffic signals and/or stop/yield sign. A stop is defined as the cessation of all forward movement. **(Moving Violation) (4 Points)**

A2.20.3. Failure to yield right-of-way to emergency response vehicles. **(Moving Violation) (4 Points)**

A2.20.4. Failure to yield right-of-way when exiting a parking lot. **(Moving Violation) (4 Points)**

A2.20.5. Left or Right Turn. No person shall fail to yield prior to turning his or her vehicle into the path of approaching vehicles. **(Moving Violation) (4 Points)**

A2.21. Yield Signs. Except as directed by a Security Force member, all vehicles approaching a yield sign must slow down and prepare to stop.

A2.21.1. Failure to yield right-of-way for vehicles already in an intersection. **(Moving Violation) (4 Points)**

A2.21.2. Parking/Stopping a motor vehicle in any position that would constitute a traffic or safety hazard. **(Moving Violation) (2 Points)**

A2.21.3. Failure to stop and/or yield right-of-way at a stop and/or yield sign (if applicable). **(Moving Violation) (4 Points)**

A2.21.4. Failure to yield right-of-way to pedestrians in crosswalks or about to enter crosswalks. **(Moving Violation) (3 Points)**

A2.21.5. Failure to yield right-of-way when exiting an un-improved roadway. **NOTE:** Un-improved roadways are any area not paved or appropriately signed and marked. **(Moving Violation) (4 Points)**

A2.21.6. Failure to yield right-of-way to any vehicle or pedestrian engaged in road construction. **NOTE:** Control devices need not be present. **(Moving Violation) (4 Points)**

A2.21.7. Failure to yield right-of-way to Military Formations. **NOTE:** Military formations are defined as an organized body of personnel numbering at least 10 individuals. **(Moving Violation)**

A2.22. Reserved Parking: Valid only during normal facility duty hours. **EXCEPTION:** General Officers, Colonel, Commanders (CC/CD), handicapped/maternity, First Sergeants and GMV parking areas. **(Non-moving Violation) (2 Points)**

A2.22.1. Timed Parking. Areas marked with an English translation of the European Timed Parking symbol (clock symbol) requires the use of a “*Disco Orario*” (time disk) reflecting the time the vehicle was parked. Alternatively, the date and time may be written on scratch paper and placed on the dashboard visible through the windshield. **(Non-moving Violation) (2 Points)**

A2.22.2. Authorized Parking. Parking is authorized on a paved surface when not otherwise deemed unauthorized by a sign or the following prohibited parking conditions. **(Non-moving Violation)** **EXCEPTION:** Motorcycles and bicycles may park in the white striped areas of parking lots. Emergency Vehicles may park in locations that do not hinder response capabilities in the performance of duties.

A2.22.3. Prohibited Parking. Parking is not authorized in the following areas or manners. Points will be assessed IAW DAFI 31-218, *Motor Vehicle Traffic Supervision*:

A2.22.3.1. Along a painted yellow line/loading zone. **(Non-moving Violation) (2 Points)**

A2.22.3.2. Parking in such a manner as to obstruct the free access to an adjacent parking spot. **(Non-moving Violation) (2 Points)**

A2.22.3.3. Double parking. **(Non-moving Violation) (2 Points)**

A2.22.3.4. Unauthorized parking in a Handicapped Slot. **(Non-moving Violation) (3 Points)**

A2.22.3.4.1. Unauthorized parking in a reserved slot. **(Non-moving Violation) (2 Points)**

A2.22.3.5. Parking in or along fire lanes. **(Non-moving Violation) (2 Points)**

A2.22.3.6. Blocking driveways or walkways. **(Non-moving Violation) (2 Points)**

A2.22.3.7. On seeded or grassy areas. **(Non-moving Violation) (2 Points)**

A2.22.3.8. On the shoulder of a road, unless in an emergency and warning triangle must be utilized. **(Non-moving Violation) (2 Points)**

A2.22.3.9. Impeding the flow of traffic, except for the loading/unloading passengers or cargo. **(Non-moving Violation) (2 Points)**

A2.22.3.10. More than 12 inches from the curb. **(Non-moving Violation) (2 Points)**

A2.22.3.11. Parking in any area not designated for parking as denoted by a sign stating as such. **(Non-moving Violation) (2 Points)**

A2.22.3.12. Parking within 26 feet (8 meters) from intersections. **(Non-moving Violation) (2 Points)**

A2.22.3.13. Parking within 15 feet (5 meters) from fire hydrants. **(Non-moving Violation) (2 Points)**

A2.22.3.14. Abandoned vehicle. When vehicle appears to be abandoned (e.g., flat tires, excessively dirty). **(Non-moving Violation) (3 points)**

A2.23. School Buses. All operators of vehicles will stop for school buses unloading/loading children. This includes vehicles which are on the opposite side of the roadway, unless there is a physical barrier separating the lanes of traffic. **(Moving Violation) (4 Points)**

A2.24. Wrong Way on a One-Way Street. No person shall operate a motor vehicle in a direction contrary to the flow of traffic on a posted one-way street. **(Moving Violation) (4 Points)**

A2.25. “U” Turns. “U” Turns are prohibited. **EXCEPTION:** Emergency response vehicles when responding to an actual emergency. **(Moving Violation) (3 Points)**

A2.26. No Thoroughfare. No person shall drive their vehicle through an area marked for delivery vehicles only or marked as prohibiting thoroughfare. **(Moving Violation)**

A2.27. Safety Standards.

A2.27.1. Seatbelts must be properly worn and are required for operators and passengers while a motor vehicle is in motion. **(Moving Violation) (2 Points)**

A2.27.2. All children must be properly secured in an appropriate child passenger restraint system. The term “*child passenger restraint system*” includes car seats, car beds, booster seats, harnesses, and other products certified to meet Economic Commission for Europe (ECE) safety

standards. Child restraint systems must be installed IAW vehicle and child seat manufacturer's instructions. **(Moving Violation) (2 Points)**

A2.27.2.1. Children and child restraint system requirements:

A2.27.2.1.1. Newborn through one (1) year of age and up to 20 lbs.: rear-facing seat. Child safety seat must not be placed in front of an airbag. **NOTE:** The National Highway Traffic Safety Administration strongly recommends keeping your newborn/child rear-facing until he or she reaches the top weight or height allowed by the car seat manufacturer.

A2.27.2.1.2. Children older than one (1) year of age and up to 50 lbs. or 48" (4'): appropriate child passenger restraint system utilized IAW manufacturer's instructions. **NOTE:** The National Highway Traffic Safety Administration strongly recommends children ride in booster seats until they reach 80 lbs. and 4'9", or until the vehicle seat belts fit as prescribed.

A2.27.2.2. All children aged 12 years and under must ride in the back seat unless all seat positions are occupied by other children or vehicle has no rear seat. **EXCEPTION:** When back seats are only equipped with lap-belts and front seats are equipped with lap-shoulder belts children under the age of 12 may ride in the front seat. Motor vehicles designed for more than 10 occupants, taxis, emergency vehicles, and motorcycles.

A2.28. Operating a motor vehicle when passengers or cargo obstruct the view of the driver or interfere with the driver's control is prohibited. (Moving Violation)

A2.29. Opening a motor vehicle door while in motion is prohibited. (Moving Violation)

A2.30. Operating a motor vehicle with a child, person, or animal positioned between the body of the driver and steering wheel is prohibited. (Moving Violation)

A2.31. Headlight Usage:

A2.31.1. All vehicles will utilize headlights during inclement weather (rain, snow, or fog) and during hours of darkness defined as 1 hour before sunset and 1 hour after sunrise. **(Moving Violation)**

A2.32. Vehicle Modification. *IAW NAVSUPPACT INST 11240.19G* sec 9, para e. Alteration of body, change of serial or motor number, or change in the color of the vehicle shall not be accomplished without first receiving authorization from AMVRO. **(Non-moving Violation)**

A2.32.1. The Auto Skills Center is the only authorized location on base to conduct major vehicle maintenance and modifications on personally owned vehicles. Minor preventative maintenance may be conducted in parking lots (Dorm, BX, work). **NOTE:** A general timeline for minor repairs are those that can be completed within 2 hours. Example: Changing lightbulbs, changing windshield wipers, top off engine fluids, etc. **(Non-moving Violation)**

A2.33. Unattended Vehicles: Leaving GMV or POV engine running while unattended is prohibited. **(Non-moving Violation) (3 Points)**

A2.34. Unattended Children. Children under the age of fourteen (14) are prohibited from being left unattended in a motor vehicle IAW Italian Law, Codice Penale 5.91. **(Non-moving Violation) (6 Points)**

A2.35. Pets. Italian law specifies that pets must be allowed sufficient space based on the size of the animal when left unattended in homes. Pets must not appear negatively affected by temperature or length of time while unattended. Pets **will not** be left unattended in motor vehicles for any period. **(Non-moving Violation) (6 Points)** **NOTE:** IAW DAFI 31-218, Point Assessment for Non-Moving Violations when an AFJIS Incident report is accomplished, revocation of driving privileges for up to one (1) year is considered by the Commander. **Example:** If children or animals were left in dangerous conditions, such as in hot weather where interior temperatures may reach dangerous levels, keys left accessible to children or where conditions are deemed hazardous by a reasonable person.

A2.35.1. Dogs must be always secured while in a vehicle and away from the driver. This can be done by use of a cage or crate, a harness system attached to a seatbelt, or by using a mesh or metal screen barrier. When possible, secure dogs in a rear seat or cargo area. If the vehicle doesn't have a rear seat, the dog must be secured in the front passenger seat with a cage or crate. Under no circumstances will a dog be allowed to ride in the back of an open pickup truck unless secured in a crate or cage. **(Moving Violation) (2 Points)**

A2.35.2. Dogs in public areas, excluding designated dog parks, must be always kept on a leash. This leash will not be longer than 1.5 meters (5ft). When in a public area, you must have a muzzle available. **NOTE:** This muzzle is not required to be always worn. **(Non-moving Violation)**

A2.36. Backing. All GMVs, when rear vision is obstructed, shall utilize a spotter. **(Moving Violation)**

A2.37. Passing. Passing on the left side of the roadway is permitted when: **(Moving violation) (4 Points)**

A2.37.1. A broken center line indicates passing is permitted.

A2.37.2. Returning to the original lane of travel can be done safely and before coming within 200 feet of oncoming traffic.

A2.37.3. Emergency vehicles respond during the performance of their duties.

A2.38. Road Conditions. Operating a motor vehicle too fast for road conditions is prohibited. **NOTE:** Minimum following distances are typically one and a half car lengths for every 10 mph. This is only a guideline as conditions may necessitate longer following distances. **(Moving Violation) (2 Points)**

A2.39. Towing vehicles. A tow bar or approved towing apparatus must be utilized when towing another vehicle. If a tow bar is not used, the vehicle being towed must have an operator who can stop the towed vehicle in an emergency. The vehicle being towed must use its emergency flashers. Vehicles will not be towed at speeds exceeding 20 KPH. **(Moving Violation)**

A2.40. Traffic Cones. Tampering or moving traffic control cones is prohibited. **(Non-moving Violation)**

A2.41. License Plates. Owners/Operators of vehicles will ensure license plates (front and rear) are securely fastened with at least two (2) bolts, screws, or brackets to the front and rear bumpers or the manufacturers designated location. String, tape, and/or wire are prohibited for use in securing license plates. **(Non-moving Violation)**

A2.41.1. AFI Plates may be altered to fit; however, 1.5 inches of white or black border must be visible around the letters and numbers. **(Non-moving Violation)**

A2.42. Pedestrian Responsibilities:

A2.42.1. Walking in a roadway where sidewalks are available is prohibited.

A2.42.2. Where a sidewalk is unavailable, pedestrians must walk along the shoulder of the road as far as practical from the roadway and against the flow of traffic.

A2.42.3. Pedestrians maintain the right-of-way over motorized vehicles when at a designated crosswalk, in all other areas yield the right-of-way to vehicles.

A2.42.4. No person shall suddenly walk or run into the path of a vehicle.

A2.43. Emergency Equipment required:

A2.43.1. All vehicles will be equipped with a warning triangle. **(Non-moving Violation)**

A2.43.2. All POVs will have a spare tire which is in good condition, i.e., proper tread depth, etc. **(Non-moving Violation)**

A2.43.3. Motor vehicles are required to have a reflective traffic vest in the vehicle. Traffic vests will be worn before exiting the vehicle for repairs or checks during the hours of darkness. **(Non-moving Violation)**

A2.44. Vehicle stereo systems shall not be excessive. Excessive is describes as being able to distinctly hear lyrics, vehicle vibrations, or bass from 50 feet. **(Moving Violation)**

A2.45. Exhibition of speed is prohibited. Exhibition of speed is described as any event in which a motorized vehicle breaks tread, unnecessarily breaks abruptly, and/or drifts while in motion. **(Moving Violation)**

A2.46. Reckless Driving. Willful and wanton disregard for the safety of persons or property. **(Moving Violation) (6 Points)**

A2.47. Traffic Code Infraction Point System.**Figure A2.1. Point Assessment for Moving Traffic Violations, Part 1.****Points assessed: 6**

- Over 20 miles per hour above posted speed limit.
- Reckless driving (willful and wanton disregard for the safety of persons or property).
- Owner knowingly and willfully permitting a physically impaired person to operate the owner's motor vehicle.
- Fleeing the scene (hit and run) property damage only.
- Driving a motor vehicle with BAC more than 0.05 g/dl.
- Individual under 21 driving a motor vehicle with a BAC level.

Points assessed: 5

- Over 15 but not more than 20 miles per hour above posted speed limit.

Points assessed: 4

- Over 10 but not more than 15 miles per hour above posted speed limit.
- Failure to obey traffic signals or traffic instructions of an enforcement officer or traffic warden; or any official regulatory traffic sign or device requiring a full stop or yield of right-of-way; denying entry; or requiring direction of traffic.
- Following too close.
- Failure to yield right-of-way to emergency vehicle.
- Failure to stop for school bus or school crossing signals.
- Improper passing.
- Failure to yield (no official sign involved).

Points assessed: 3

- One to 10 miles per hour over posted speed limit.
- Improper turning movements (no official sign involved).
- Wearing of headphones/earphones while driving motor vehicles (two or more wheels).
- Failure to wear an approved Individual Protective Equipment IAW the most current DAFI 91-207 and Italian Law while operating or riding on a motorcycle, MOPED, or a three/four-wheel vehicle powered by a motorcycle like engine.
- Improper overtaking.
- Expired vehicle registration or insurance
- Other moving violations (involving driver behavior only). [CELL PHONE]

Figure A2.2. Point Assessment for Moving Traffic Violations, Part 2.**Points assessed: 2**

- Speed too slowly for traffic conditions, and/or impeding the flow of traffic, causing a potential safety hazard.
- Failure of operator or occupants to use available restraint system devices while moving (operator assessed points).
- Failure to properly restrain children in a child restraint system while moving (when child is 4 years of age or younger or the weight of child does not exceed 45 pounds).
- Operating an unsafe vehicle. For examples, refer to para A2.6. – A2.6.2. When applicable, refer to para 4.6., for the fix it ticket procedure.

Points assessed: 1

- Driver involved in accident is deemed responsible (only added to points assessed for specific offenses).

NOTE: When two (2) or more violations are committed on a single occasion, points may be assessed for each individual violation. Refer to paragraphs 2.8., 2.8.1., and 2.8.2., Suspension or Revocation of Driving Privileges, for suspension periods and Commander's revocation authority.

A2.48. Italian Vehicle Traffic Code. In addition to the above rules of the road, a few Italian Road Code rules are addressed to familiarize the operator of certain rules that are enforceable both on and off the confines of Aviano AB. In the event a base rule of the road exceeds an Italian Law, the base rule will be enforced.

A2.49. Loads, Moving Accessories and Objects or Implements Drawn. The load on a vehicle shall be so distributed as not to encroach on the driver's field of vision, not hinder his freedom of movement while driving and to prevent the fall of any part of said load.

A2.50. Carriage of Persons and Objects on Motor Vehicles, Motorcycles and Light Motorcycles. In all motor vehicles, the driver shall have full freedom of movement to be able to execute all movements necessary for driving the vehicle.

A2.50.1. Other persons besides the driver may be accommodated in the front seat of the vehicle, but the number of such persons shall not exceed the number stipulated in the registration book.

A2.50.2. The carriage of other persons besides the driver is permitted on motorcycles, but the number of such persons shall not exceed the number stipulated on the registration book. The condition of the vehicle shall, however, be such as to ensure that at the aforesaid carriage of persons may be done safely. No passengers are allowed on mopeds.

A2.50.3. Passengers cannot ride in the bed of pickup trucks (POV or GMV) on or off the installation.

A2.51. Driver's Obligation in Case of Accident. Drivers approaching traffic accidents are under obligation to stop and render aid to injured persons.

Attachment 3

SUSPENSION OF DRIVING PRIVILEGES REVIEW

Figure A3.1. Suspension Of Driving Privileges Review Letter.



DEPARTMENT OF THE AIR FORCE
31ST FIGHTER WING (USAFE)

XX MON YEAR

MEMORANDUM FOR XXXXX

FROM: 31 XXX/CC

SUBJECT: Suspension of Driving Privileges Review

1. I understand you were involved in a motor vehicle incident on _____. After reviewing all the evidence pertaining to the incident, I have determined it prudent and consistent with local policy and practice to suspend your driving privileges. For _____ days, you are prohibited from operating any privately owned vehicle, including AFI plated or cover-plated vehicles and government owned/leased vehicles while on or off Aviano Air Base, Italy. At the end of the suspension period, your driving privileges will be restored to you if you have completed the requirements in Paragraph 2 of this Memorandum. Failure to meet the requirements in Paragraph 2 of this Memorandum will prolong the suspension until the requirements are met.

2. Prior to having your AFI license returned, you must complete the following checked items: (in no specific order)

- ☐ Complete Driver Improvement and Rehabilitation Course
- ☐ Have the vehicle re-inspected by 31 LRS if fixable/salvaged through 31 SFS, 632-7158.
- ☐ Retake Online AFI License Test
- ☐ Other actions (as deemed necessary by the commander)

3. You have the right to appeal this decision. Appeals for unit commander suspensions are considered by the 31 MSG/CD. Members who desire a hearing must schedule an appeal hearing through the 31 MSG/CCEA within five (5) duty days upon receipt of a unit commander suspension letter. Appeal hearings will be accomplished within ten (10) duty days of the request for a hearing.

FIRST MI. LAST, Rank, USAF
Commander, 31 XXXXXXX Squadron

1st Ind, _____ Date: _____

MEMORANDUM FOR _____/CC

I hereby acknowledge that I received the Suspension of Driving Privileges Review on

JOHN J. DOE, Rank, USAF

"Return With Honor"

Attachment 4

SAFETY INSPECTION VEHICLE WAIVER

Figure A4.1. Safety Inspection Vehicle Waiver Letter.

MEMORANDUM FOR 31 SFS/AMVRO

FROM: SSGT JOHN DOE/31 XXX/XXX

SUBJECT: Safety Inspection Vehicle Waiver

1. IAW NAVSUPPACT NAPLES INST. 11240.19G, sec 13, para B, any vehicle that fails to pass a safety inspection will not be registered or sold unless discrepancies are corrected. If after 30 calendar days the vehicle has not passed inspection, the sponsor must provide the MVRO Director proof that parts are on order. If after 90 calendar days, the sponsor should dispose of the vehicle through local salvage procedures. Waiver authority to exceed this 90-day extension period rests with the Installation Commander.

2. I am requesting a 90-day extension for my vehicle because... (reason for your request) and I'm unable to get it's initial/annual safety inspection until it is release from the shop.

3. The vehicle I am requesting a waiver for is:

YEAR	MAKE/MODEL	VIN#	PLATE #	AFI #

1. The dates of my registration expiration, the date I identified the discrepancy, and the date at which point my waiver will expire:

Date Registration Expired:	Date Discrepancy Discovered:	Date of Waiver Expiration:

2. If you have any questions, please contact me via e-mail at (personal email) or DSN 632-

XXXX. Thank you for your favorable consideration of my request.

JOHN DOE, SSgt, USAF
31st XXXXXX Squadron

NAME IN CAPS, Rank, USAF
Commander, 31st XXXXXX Squadron

Attachment 5

AUTHORIZATION FOR WAIVER

Figure A5.1. Authorization For Waiver Letter.

MEMORANDUM FOR 31 SFS/S5PR

FROM: SSGT JOHN DOE/ 31 XXX/XXX

SUBJECT: Authorization for Waiver to Exceed 90 Day Extension Period

1. IAW NAVSUPPACT NAPLES INST. 11240.19G, sec 13, para B, any vehicle that fails to pass a safety inspection will not be registered or sold unless discrepancies are corrected. If after 30 calendar days the vehicle has not passed inspection, the sponsor must provide the MVRO Director proof that parts are on order. If after 90 calendar days, the sponsor should dispose of the vehicle through local salvage procedures. Waiver authority to exceed this 90 day extension period rests with the Installation Commander.

2. I am aware that I will be required to salvage the below listed vehicle if this waiver is denied. I also understand that if the waiver is approved, I will comply with all re-registration activities in accordance with NAVSUPPACT NAPLES INST. 11240.19G para 14 within the extension period. The registration will not be renewed until all re-registration activities have been complied with.

3. I am requesting an extension because(reason for your request)

4. The vehicle I am requesting an extension for is:

YEAR	MAKE/MODEL	VIN#	PLATE #	AFI #

3. The dates of my registration expiration, the date I exceeded the 90 day limit, and the date I am requesting extension to are:

Date Registration Expired:	Date Exceeded 90 Day Limit:	Date Requested Extension To:

4. If you have any questions, please contact me via e-mail at (personal email) or DSN 632-XXXX. Thank you for your favorable consideration of my request.

JOHN DOE, SSgt, USAF
31st XXXXXX Squadron

Attachment 6

APPROVAL/DISAPPROVAL POWER OF ATTY OUTBOUND VEHICLE ONLY

Figure A6.1. Approval/Disapproval Power of Atty Outbound Vehicle Only, Part 1.

Recommend Approve / Disapprove SPECIAL POWER OF ATTORNEY – OUTBOUND (VEHICLE ONLY)

THIS IS A MILITARY POWER OF ATTORNEY PREPARED AND EXECUTED PURSUANT TO TITLE 10, UNITED STATES CODE, SECTION 1044B, BY A PERSON AUTHORIZED TO RECEIVE LEGAL ASSISTANCE FROM THE MILITARY SERVICES. FEDERAL LAW EXEMPTS A MILITARY POWER OF ATTORNEY FROM ANY REQUIREMENT OF FORM, SUBSTANCE, FORMALITY OR RECORDING THAT IS PROVIDED FOR POWERS OF ATTORNEY BY THE LAW OF ANY STATE, COMMONWEALTH, TERRITORY, DISTRICT, OR POSSESSION OF THE UNITED STATES. FEDERAL LAW SPECIFIES THAT A MILITARY POWER OF ATTORNEY SHALL BE GIVEN THE SAME LEGAL EFFECT AS A POWER OF ATTORNEY PREPARED AND EXECUTED IN ACCORDANCE WITH THE LAWS OF THE JURISDICTION WHERE IT IS PRESENTED.

KNOW ALL PERSONS, that I, _____, a legal United States resident of _____ State and presently residing at _____, desiring to execute a SPECIAL POWER OF ATTORNEY, do hereby appoint _____ whose address is _____ as my Attorney-in-Fact to act as follows, GRANTING unto my said Attorney full power to:

Take possession of, operate, deregister, make arrangements to salvage, dispose, and perform all acts and sign all documents necessary in the sale and/or transfer of title, or order the removal of my privately owned vehicle; and deliver and process for shipment said vehicle from _____ to _____ at US Government expense under US Government Bill of Lading; and sign any and all documents required, necessary, or convenient for said purposes to effect the release of my said vehicle for shipment.

YEAR: _____ MAKE: _____ MODEL: _____ VIN: _____

YEAR: _____ MAKE: _____ MODEL: _____ VIN: _____

TERMINATION: This Power of Attorney shall become null and void the ____ day of _____, 20____ unless I should become incapacitated; in that case, it shall remain in effect until revoked by me. Notwithstanding the termination date, this power of attorney is only valid for NINETY (90) days at Aviano Air Base, Italy

Notwithstanding my insertion of a specific expiration date herein, if on the above specified expiration date I shall be, or have been, carried in a military status of "missing," "missing-in-action," or "prisoner of war," then this power of attorney shall automatically remain valid and in full effect until sixty (60) days after I have returned to United States Military control following termination of such status.

IN WITNESS WHEREOF, I have hereunto set my hand this the ____ day of _____, 20____.

(Grantor Sign) _____ (Appointed Sign) _____

(Grantor Print Name) _____ (Appointed Print Name) _____

(DODID#) _____ (DODID#) _____

With the Armed Forces at

On this ____ day of _____, 20____, I, authorize the general powers of a Notary Public under the provisions of Title 10, United States Code, Section 1044a, certify that the person whose name is signed to this instrument is within the class defined by Title 10, United States Code, Section 1044, did personally appear before me and, after the contents of this instrument had been read and explained, did sign this instrument and acknowledge doing so freely and voluntarily for the uses, purposes, and considerations set forth above.

(Notary)

Figure A6.2. Approval/Disapproval Power of Atty Outbound Vehicle Only, Part 2.

SPECIAL POWER OF ATTORNEY – OUTBOUND (VEHICLE ONLY) cont.

Appointee:

1. In accordance with NAVSUPACT NAPLES INST. 11240.19G series, I have a bona fide necessity or **EMERGENCY** that requires a Power of Attorney for sale, distribution, or shipment of my personal AFI registered motor vehicle.
2. My command is aware that they will be held financially liable to pay required importation and customs fees in accordance with ITALIAN CUSTOMS CIRCULAR 264D if my POA holder fails to properly dispose of below listed vehicle within 90 Days of the date on this MFR.
3. I am requesting authorization for Power of Attorney due to: _____
4. I certify the individual receiving the POA has a valid AFI license and is competent to carry out his/her duties as Attorney-in-Fact (AIF).
5. I certify that the AIF has been informed of and accepts the following conditions/responsibilities: (initial on each line)
 - The POA is valid for up to 90 days in accordance with AABI 31-218/3.6.1. _____
 - Insurance expiration date: _____ Insurance will be maintained through disposition date.
 - Road tax expiration date: _____ For Type II vehicle(s), road tax will be maintained through disposition date. _____
 - Vehicle inspection date: _____ Current inspection form will be maintained through disposition date. _____
 - The vehicle will be sold, shipped, or salvaged within 90 days.
 - Fair market retail value of vehicle: \$ _____

Appointed:

- AIF is liable for and agrees to pay 80 EURO scrapping fee if vehicle is not levied _____
- AIF is liable for and agrees to pay all vehicle towing and storage fees if it is not levied _____
- AIF understands tax free gas rations will not be provided for the vehicle _____
- AIF understands her/his tax-free fuel privileges may be revoked if the POA is not executed properly _____
- AIF if reassigned, is bound by the same out-processing restrictions as the vehicle owner _____

(Grantor Print Name) _____ (Appointed Print Name) _____

1st Ind to 31 SFS/S5PR, _____, Power of Attorney
(DATE)

Attorney in Fact:

 Rank First MI. Last, ***-**-XXXX

FIRST MI. LAST, Rank, USAF
 Unit Commander
☐ CONCUR / ☐ NON-CONCUR

The individual (E5 or above) accepting POA must visit the Pass and Registration Office with the individual requesting the POA.
 To properly complete out-processing, this POA must be returned to the Pass and Registration office along with: Vehicle registration/insurance/gas card or road tax (all documents must be current through the 90-day duration of the POA), a copy of PCS/separation/retirement orders and THIS POA signed by Squadron CC as required by AABI 31-218 Para 3.6.1.2. For any questions or concerns, Please contact the NCOIC of Pass and Registration at 632-7158 or 31sfs.s5pr.amvco@us.af.mil.

☐ CONCUR / ☐ NON-CONCUR _____

RANK, NAME, NCOIC, PASS & REGISTRATION