

**BY ORDER OF THE COMMANDER  
EGLIN AIR FORCE BASE**

**AIR FORCE INSTRUCTION 31-218**



**EGLIN AIR FORCE BASE  
Supplement**

**24 October 2023**

**Security**

**MOTOR VEHICLE  
TRAFFIC SUPERVISION**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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AIR FORCE INSTRUCTION 31-218, is supplemented as follows:

This supplement establishes policy, responsibility, and procedures for all motor vehicle traffic supervision on Eglin Air Force Base, Florida or areas under its jurisdiction and control. Send recommended changes or comments for this publication to the Office of Primary Responsibility (OPR) using the Air Force (AF) Form 847, *Recommendation for Change of Publication*. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS).

**SUMMARY OF CHANGES**

This supplement has been substantially revised and must be completely reviewed. The phrase “of this AFI” refers to the parent AFI 31-218(I), *Motor Vehicle Traffic Supervision*. AFI 31-218(I) is a joint DoD publication and has been supplemented at the Air Force level with DAFI 31-115, *Law and Order Operations*.

1-3.a. (Added) For the purpose of this supplement, the term “Eglin AFB” is equally applicable to all areas under Eglin Air Force Base jurisdiction and control.

1-4.e. (8). (Added) The 96th Mission Support Group Commander (96 MSG/CC) is hereby delegated the authority to act on all matters pertaining to administrative suspension or revocation for cause or reinstatement of base driving privileges IAW parent AFI 31-218(I). Revocation and suspension of base driving privileges will be accomplished, as outlined in AFI 31-218(I) and this supplement.

2-1.a.(4).(g). (Added) The installation commander has determined local (civilian) jurisdictions accept the use of international driver’s licenses, and therefore authorizes the acceptance of international driver’s licenses as valid U.S. driver’s licenses on base for the following individuals:

2-1.a.(4).(g).1. (Added) Foreign students attending schools on Eglin Air Force Base.

2-1.a.(4).(g).2. (Added) Individuals returning from an overseas location, for no more than 30 calendar days after return.

2-4.a.(4). (Added) If an individual receives three non-moving violations within a 12-month period, their driving privileges will be suspended for 15 calendar days. If an individual receives three non-moving violations within a 90-day period, their driving privileges will be suspended for 30 calendar days. **Note:** Non-moving violations written without the driver of the vehicle present will be issued to the registered owner. Non-moving violation appeals will be IAW paragraph 2-4.a.(6).

2-4.a.(5). (Added) Any non-moving violation received within 12 months of the end of a served non-moving suspension will result in another suspension 15 calendar days greater than the last suspension. For example, an individual serves a suspension 10-25 October (15 calendar days). If the individual receives another non-moving violation on 1 December, the individual will serve an additional 30-day suspension (15 calendar days greater than the last). If the individual receives another non-moving violation on 31 December, the suspension will be an additional 45 calendar days.

2-4.b.(5). (Added) On Eglin AFB, a person with a Blood Alcohol Content (BAC) or a Breath Alcohol Content (BrAC) of .01% but less than .05% and under the legal drinking age of 21 will have their driving privileges suspended for 6 months for a first offense and 1 year for a second offense.

2-4.b.(6). (Added) On Eglin AFB, a BAC or BrAC of .05% but less than .08% is considered impaired and will be issued a citation for Driving While Impaired (DWI). The individual will be required to attend the Driver’s Improvement Training Course V, have their driving privileges suspended for six (6) months, and six (6) points will be annotated on their base driving record in the Air Force Justice Information System (AFJIS).

2-6.a.(1). (Added) Appeals must be submitted to 96th Security Forces Squadron Reports and Analysis Office (96 SFS/S5R) for further processing within 14 days of being cited. All others may submit requests directly to 96 SFS, Building 272, Room 103, Eglin AFB, Florida, telephone (850) 882-2355. Properly endorsed appeals must be turned into 96 SFS/S5R within the 14- calendar-day window. Once properly received, 96 SFS/S5R will forward the appeal request to the 96 MSG/CC who has been designated as the final reviewing authority. The driving suspension will not go into effect if an administrative hearing was requested, or a written appeal was submitted within the required appeal time frame. Violators will be notified via telephone, email or in-person following the results of the appeal or administrative hearing by 96 SFS/S5R. If 96 SFS/S5R is unable to contact the person they will make contact with the persons First Sergeant, If the final review authority disapproves invalidating the citation, the suspension will take effect the following calendar day. If the final reviewing authority determines immediate hardship is placed on the violator, he/she may defer the suspension effective date to a later date or time. Reinstatement of driving privileges at the end of the specified period is automatic, however, the Driver Improvement Course is required to be completed for the offenses below prior to the suspension being lifted. Note: Legal review is needed if the law is being argued.

2-6.d. (Added) The following rules apply when driving privileges for Eglin AFB have been suspended or revoked for 6 months or more:

2-6.d.(1). (Added) Vehicle operators granted limited on-base driving privileges (authorization to drive to and from place of duty, hospital for medical appointments, commissary, etc., within a specified time period) will be issued a copy of the authorized Limited Driving Privileges Memorandum, signed by the 96 MSG/CC. The memorandum and authorized maps of requested routes will be carried by the operator, who is granted limited driving privileges, while the vehicle is being operated or parked on the installation.

2-6.d.(2). (Added) There are three parking areas offered for personnel with suspended/revoked privileges on Eglin, Duke Field and 7th SFG(A) cantonment site. For Eglin, the parking lot is located outside the East Gate on Louisiana Street in Valparaiso, Florida. For Duke Field, the parking lot is located outside the Duke Field Gate. For 7th SFG(A) the parking lot is located adjacent to the Visitor Center. The government accepts no responsibility for damage or theft while vehicles are parked in these areas.

2-6.d.(3). (Added) Any individual losing base driving privileges concurrently loses the privilege to operate government motor vehicles. Unit commanders may submit a memorandum of justification through the Defense Force Commander (96 SFS/CC) and 96 MSG/CC requesting the violator retain their US Government motor vehicle operator privileges. Requests should only be made when mission impact is justifiably adverse, and no other person exists that can fulfill the requirement. Requests will require completion of the Driver's Improvement Training Course V.

2-6.e. (Added) 96 SFS/S5R will notify the 96th Logistics Readiness Squadron, Ground Transportation Element, Operator Records and Licensing (96 LRS/LGRDDO) of personnel (military and civilian) who have had their driving privileges either suspended or revoked each month. Information provided will include the reason and effective dates of the revocation or suspension. The 96 LRS/LGRDDO will enter the appropriate data into the Operator License Vehicle Information Management System licensing module and ensure the member's military driver's license is suspended and/or revoked, as required.

2-6.f. (Added) If an individual annotates their decision on the preliminary suspension/revocation memorandum to apply for a hearing, they have 14 calendar days to contact 96 SFS/S5R to request a hearing. If they do not schedule a hearing in the appropriate time frame, they will lose the right to have a hearing and their base driving privileges will be automatically suspended/revoked (14 calendar days after issuance of the memorandum). If the individual declines a hearing, the suspension begins as stated in the memorandum. For incidents listed in AFI 31-218(I), paragraphs 2-4.a.(3).(a). through 2-4.a.(3).(d)., and incidents listed in paragraphs 2-4.b.(3).(a). through 2-4.b.(3).(b)., suspension or revocation will begin immediately upon receiving the preliminary suspension memorandum.

2-6.f.(1). (Added) Requested hearings will take place within 14 calendar days of the request. The 96 MSG/CC must provide a decision within 14 calendar days after the hearing. Additionally, if the initial hearing provided by the 96 MSG/CC confirms the suspension, the affected person may appeal or request reconsideration from the next higher appellate authority within 14 calendar days of receiving a decision from the 96 MSG/CC.

2-8.m. (Added) Use of illegal drugs (or other mood-altering substances, to include, but not limited to “huffing”) while operating a motor vehicle: 1-year suspension.

2-9.f. When an official report or memorandum is received from an appropriate agency (to include, but not limited to the Department of Motor Vehicles) who determines lack of guilt (not guilty) or that charges are dismissed due to no fault of the operator, 96 SFS/S5R will submit a package to 96 MSG/CC to request reinstatement of the individual’s base driving privileges.

2-10.h. The individual granted limited driving privileges will carry a copy of the memorandum and maps of authorized route(s) granting such while operating a motor vehicle.

3-1.a.(1). Although AFI 31-218(I) requires vehicle registration at DoD Installations, the Air Force was granted a waiver from this requirement. However, in order to operate a vehicle on the installation, operators must maintain a current state driver’s license, current state registration and current insurance for the vehicle they are operating. Authorized ID cards, badges or visitor pass will be presented at installation entry points for access. Persons operating a rental vehicle do not need to show a rental agreement prior to entering an installation gate; however, while operating a rental vehicle on Eglin AFB, a rental agreement must be available and shown upon request by 96 SFS personnel.

3-2.b.(1). Personnel arriving from overseas installations with license plates issued by a foreign government or an overseas military installation must apply for state registration within 30 calendar days after arrival, IAW Florida Law.

3-2.g. All motorcycle operators will comply with AFI 91-207, *The US Air Force Traffic Safety Program*. This instruction also applies, at all times regardless of location, to AF military personnel and foreign students in training with the AF (who must complete applicable traffic safety courses), unless otherwise indicated. Civilian motorcycle operators are required to complete a Motorcycle Safety Foundation IAW Florida State Statue 322.15(5) (a). Personnel found not in compliance will be issued a citation from Security Forces.

3-2.h. (Added) Mopeds operated on installation roadways will require registration in the state of Florida. Recreational vehicles designed strictly for off-road use (to include, but not limited to dirt bikes, dune buggies, ATVs) will not be operated on Eglin AFB and will not be registered. This excludes the operation of government agency owned/operated vehicles.

3-4.b.(1). (Added) When placing a vehicle on the car sale lot, vehicle registration decals, if still affixed, must be removed. While the vehicle is on the car sale lot, the owner must maintain current state registration and insurance.

4-2.h. Attachment 2 to this supplement contains the 96 MSG/CC's "Rules of the Road" for Eglin AFB. For the purpose of this directive, the term "Eglin AFB" is equally applicable to areas under the jurisdiction and control of Eglin AFB.

4-6.a.(1). (Changed) 96 SFS personnel will respond to and investigate accidents when a government or privately owned vehicle consists of disabling damage and cannot be moved, or when an accident involves a fatality or injury.

4-8.b.(1). 96 CEG will monitor reserved parking and any other type of parking program on base. 96 SFS/S3 Security Forces Operations is authorized to divert, restrict, or otherwise control movement or parking of vehicular traffic during emergencies or special events. The 96 CEG/CC is the approving authority for individual and area designated parking.

4-8.e. (Added) For contingency parking, refer to the Eglin AFB Antiterrorism Plan.

4-8.f. (Added) To request approval of new designated parking spaces or relocation of existing spaces, unit commanders or designated traffic wardens will submit a memorandum and a Base Civil Engineer Work Request, with a detailed sketch requesting reserved parking slots or relocation of existing spaces. The request should be forwarded to 96 CEG/CC through 796 CES, justification must be included regarding the reserved slot.

4-8.g. With the exception of handicapped signs, reserved parking spaces will be marked with placard signs with a brown background and white lettering installed on the curb/concrete barrier at the top of the parking space. Organizations may install reserved parking signs under self-help, after coordination of an AF Form 332 through 96th Civil Engineer Squadron, Customer Service (796 CES/CEOP) and 96 SFS/S5R.

4-8.h. Each unit or equivalent that is authorized reserved parking spaces outside of the Commander, Deputy Commander, Senior Enlisted Leader and First Sergeant will appoint, by memorandum, a traffic warden (E-5 or above, or civilian equivalent). Memorandums will be turned into 96 SFS/S5R. The Defense Force Commander may designate parking wardens (E-5 or above or civilian equivalent), other than security forces personnel, to enforce proper parking. If substantial justification warrants, the Defense Force Commander may relieve a traffic warden of their duties. Installation parking wardens, with the assistance of 96 SFS, will monitor base housing, dorm parking lots and installation parking lots and cite violations of this code. Vehicle owner will be immediately contacted to move the vehicle.

4-8.i. (Added) Traffic wardens will:

4-8.i.(1). (Added) Maintain surveillance of the parking for their area of responsibility.

4-8.i.(2). (Added) Designate parking monitors, by memorandum, as needed and arrange for training through 96 SFS/S5R. Any changes concerning the designated parking monitors will require a current memorandum of appointment and training before any DD Form 1408, *Armed Forces Traffic Ticket*, will be processed by 96 SFS/S5R. The traffic warden may appoint parking monitors (in grade of E-4 or above or civilian equivalent) as their assistant. Submit a written request to 96 SFS/S5R for approval. Requests must identify the name, grade, building, organization and duty phone number of the individual appointed as parking monitor.

4-8.i.(3). Be trained on their duties and responsibilities, to include preparation and issuance of DD Form 1408, by 96 SFS/S5R personnel. 96 SFS/S5R will approve or disapprove the request and return it to the originator.

4-8.i.(4). Work directly with and coordinate reserved parking with 796 CE.

4-8.i.(5). Ensure unauthorized changes (additions or deletions) to previously approved and existing reserved parking are not made prior to approval.

4-8.i.(6). Submit a memorandum to 96 SFS/S5R revalidating reserved parking when a new unit occupies the facility (example: new unit moves into the building after another unit vacates the building); the current approved parking plan will be validated every 3 years. The memorandum will include validation of existing reserved spaces and validation that changes have not been made to the existing plan. Failure to revalidate reserved parking will result in the loss of reserved parking spaces, except for handicap. 96 SFS/S5R personnel are authorized to remove or designate a person to remove unauthorized reserved parking spaces.

4-8.i.(7). Complete a DD Form 1408 and give the pink copy to the violator or attach it to the vehicle's windshield when a parking violation is observed, or upon receipt of a complaint from the person for whom the parking space is reserved. Send the white and yellow copies with the following minimum information annotated on the ticket: license plate number, vehicle identification number, make, and color to 96 SFS/S5R for processing, no later than the next duty day following the date of issue. The back of the yellow copy must contain the answers to the questions relating to the nature of the parking violation. The back of the pink copy should also be filled out prior to being issued to the violator.

4-8.j. Types of Authorized Reserved Parking Spaces:

4-8.j.(1). 2-letter Director, 2-letter Deputy/Director, 2-letter Director of Staff.

4-8.j.(2). 3-letter Division Chief, 3-letter Deputy Division Chief

4-8.j.(3). Wing Commander, Deputy Wing Commander/Deputy Wing Director, Command Chief Master Sergeant.

4-8.j.(4). Group Commander, Group Deputy Commander, Group Deputy Director, Group Superintendent.

4-8.j.(5). General Officer/Senior Executive Service.

4-8.j.(6). Squadron Commander, Squadron Deputy Commander, Squadron Senior Enlisted Leader, Squadron First Sergeant.

4-8.j.(7). “Member” of the Month/Quarter.

4-8.j.(8). (Added) Requests for reserved parking outside of what is listed in this instruction are not authorized.

4-8.j.(9). (Added) Requests for reserved parking in a parking lot that is shared by multiple facilities must be coordinated with the organizations that reside in those facilities.

4-8.k. Personnel identified in paragraphs 4-8.j.(1). through 4-8.j.(8). must be identified in writing and include justification that the individual holds one of the positions. This justification must be signed by the senior member in the requestor’s chain of command at the group/wing commander level or civilian equivalent. This authority may not be delegated.

4-8.l. Handicapped Parking. If a physician certifies a person to be severely, physically disabled with permanent mobility problems which substantially impair the ability to ambulate, or is permanently confined to a wheelchair, that person may be considered for handicapped parking.

4-8.l.(1). If the handicapped individual’s vehicle is registered in the state of Florida, the person will be required to obtain the state-issued handicapped placard to be displayed in the front windshield or have a handicapped license plate affixed to the rear of the vehicle.

4-8.l.(2). Handicapped parking spaces for qualified Eglin AFB employees will be appropriately marked (to include, but not limited to Medical/PK). This will distinguish handicapped employee parking from transient (visitor) handicapped parking.

4-8.l.(3). Vehicles bearing registration to handicapped individuals will be authorized the reserved parking space only when the vehicle is operated or occupied by the handicapped person.

4-8.l.(4). Traffic wardens may temporarily permit the use of unit handicap slots for those personnel who have suffered an injury or have undergone surgery, which makes walking difficult, for the duration of the disability. Parking authorization must be obtained by a memorandum from the unit commander. The memorandum must be placed on the dashboard of the vehicle.

4-8.m. Special Access/Specialty Parking:

4-8.m.(1). Loading Zone: A loading zone is an approved space for the purpose of loading or unloading equipment, materials, etc., for a period not to exceed 15 minutes. Loading zones will be designated with the words “Loading Zone.” These spaces will be reserved on a 24-hour basis.

4-8.m.(2). Customer Parking: These reserved parking spaces will be designated with the word “Customer” and a time limitation not to exceed 2 hours painted on the sign. Vehicles will not be moved from one customer space to another in an effort to avoid the 2-hour limitation.

4-8.m.(3). Military Vehicle Parking: An approved parking space reserved for government- owned or leased vehicles including vehicles procured by the Army and Air Force Exchange Service (AAFES) is considered military vehicle parking. These spaces are not to be used for privately owned or contractor-operated vehicles. Each military vehicle space will be designated “Mil Veh” and the activity office symbol (to include, but not limited to Mil Veh/AWC). Individuals using their privately owned vehicle for official purposes who have been issued and are displaying the authorization memorandum issued by the 96th Civil Engineer Group Programs Division (96 CEG/CEN) or 96 TW Contracting Section (AFTC/PZ) are authorized to use military vehicle slots.

4-8.m.(4). TDY/Deployed Parking: Personnel who are TDY or deployed and on official orders may park their privately owned vehicle in the deployed parking lot located on the East side of Buildings 600 and 615. Vehicles must be properly licensed and insured during the duration of the TDY or deployment. Personnel park at their own risk. A memorandum stating that the owner is TDY/Deployed shall be placed in the windshield of the vehicle to ensure that it is not ticketed as abandoned.

4-8.m.(5). Chief Master Sergeants (CMSgt). Reserved parking slots for active duty, reserve, or retired Chief Master Sergeants at the main gym, Base Exchange and Commissary will be identified by the letters “CMSgt.” The reserved parking slots will be limited to no more than two percent of available parking slots located at the main gym, Base Exchange and Commissary parking lots.

4-8.m.(6). 96th Test Wing Quarterly Award Winner. A reserved parking space for the current quarterly winner will be identified at the Bayview Club. This space will be marked by a sign stating “Eglin SNCO/NCO/AMN of the Quarter” or “Eglin’s CGO of the Quarter,” respectively.

4-8.m.(7). Trailers, boats or recreational vehicles may park in military housing driveways if applicable for 24 hours for the purpose of loading and unloading only. Any trailer, boat or recreational vehicle parked on Eglin AFB in the street or driveway of military housing in excess of 24 hours may be ticketed. This does not include parking or storage in a carport or garage as stated in paragraph 4-8.n.(3).(g). of this supplement.

4-8.m.(8). Maternity Parking. Reserved parking spaces for Obstetric Patients are located in the Base Exchange and Commissary parking lots. The spaces are marked by a sign stating, “Maternity Parking.”

#### 4-8.n (Added) Prohibited Parking

4-8.n.(1). Vehicles will be parked only in designated marked areas provided at each facility except as authorized by a parking plan. Unless marked, parking along streets, curbs, traffic islands, on grass, seeded areas, and road shoulders is prohibited except during special and sporting events when overflow parking must be provided. **Exception:** Base housing residents will follow guidance as outlined in Mayroad Military Living Resident Responsibility Guide, para. 6.21. Regardless, parking will be accomplished so as not to restrict the normal flow of traffic or create a hazard. “No Parking” signs are not required to be posted in areas where parking is not authorized or not marked.

4-8.n.(2). Parking adjacent to any building that is not properly marked, other than family quarters, is prohibited. The only exception is vehicles parking within loading docks while in the process of loading or unloading cargo for a period not to exceed 15 minutes.

4-8.n.(3). Personnel residing in military family housing are authorized only one reserved parking space per housing unit. Other spaces are on a first-come, first-served basis. Personnel will comply with the following:

4-8.n.(3).(a). Where possible, vehicles will be parked in authorized spaces, driveways or carports.

4-8.n.(3).(b). When insufficient parking in authorized spaces exists, vehicles are permitted to parallel park on the street with the flow of traffic. Parking against the flow of traffic, on grassed or seeded areas is prohibited. **Exception:** Base housing residents will follow guidance as outlined in Mayroad Military Living Resident Responsibility Guide, para. 6.21.

4-8.n.(3).(c). Parked vehicles must not block sidewalks in any way. Vehicles must not park with any wheels/tires on sidewalks.

4-8.n.(3).(d). Parking motorcycles on sidewalks, patios or in yards is prohibited.

4-8.n.(3).(e). Residents who live on cul-de-sacs or courts, which are not through streets, are prohibited from parking on the grass islands. They may, however, park on the street at the entrance to the cul-de-sac or court. Cars will be parked only on one side of the street (the side opposite a fire hydrant).

4-8.n.(3).(f). Campers, trailers or other such recreational vehicles are to be parked in the Recreational and Utility Equipment Storage Compounds. This area is controlled by the Base Housing Office. Boats or trailers may be parked inside a garage or under a carport as long as it does not exceed the length of the garage/carport. Active duty personnel not residing on Eglin AFB may store campers, trailers, etc., at the RV storage lot for a monthly fee. This lot is located near the Outdoor Recreation Office at Post 1 Point. Retired members, civil servants, and contractors may also be put on a waiting list to use the storage compound. Contact the 96th Force Support Squadron (96 FSS) for further information.

4-8.n.(4). To avoid delay of mail when parking space is not available, an official US Postal Service or commercial express company vehicle may park in any area as long as such parking is done without impeding traffic flow or creating a traffic hazard.

4-8.n.(5). Parking of any type of vehicle for the purpose of camping is prohibited anywhere on Eglin AFB except at the Family Camping Area (FAMCAMP), areas designated in writing by Natural Resources Branch (96 CEG/CEVR), Jackson Guard, and specified areas during special events.

4-8.n.(6). The ignition key will not be left within any unattended vehicle while on Eglin AFB. Vehicles, except for emergency response vehicles, will be secured if parked in authorized parking areas on the flight line. **Exception:** Unattended vehicles parked within a radius of 50 feet of any parked aircraft will be unlocked with keys left in the ignition and under observation of the person responsible for the vehicle. Refueling units, tractors assigned to base fuels, and propellant transporters will have keys in the ignition at all times according to AFI 23-201, *Fuels Management*.

#### 4-8.o. Parking Restrictions.

4-8.o.(1). Vehicle operators will not park in any manner that obstructs a fire lane, parked vehicle, or to interfere with the normal flow of traffic. It is a violation for any person to interfere with vehicles, which are entering, exiting, or traversing a parking lot. It is specifically prohibited to stop within a travel lane of any parking lot for the purpose of waiting for a parking space, except momentarily to permit another vehicle to depart a parking space and then only when the operator of the departing vehicle is physically present and is clearly in the process of vacating the parking area.

4-8.o.(2). No vehicle will occupy more than one designated parking space.

4-8.o.(3). When authorized, every vehicle stopped or parked upon a 2-way roadway will be stopped or parked with the right wheels parallel to and within 12 inches of the curb or edge of the roadway.

4-8.o.(4). Stopping, standing (motorcycles) or parking is prohibited, except when necessary, or in compliance with law or the directions of the security forces or official traffic control device. No person will stop, stand, or park a vehicle on the side of any Eglin AFB roadways or the following:

4-8.o.(4).(a). Within a marked triangular space at the end of marked parking spaces in parking lots, or within any other area, which is clearly marked or lined out for non-parking, nor in any other area not clearly designated for parking.

4-8.o.(4).(b). So as to obstruct the traveled portion of any roadway except when it is necessary for loading and unloading supplies and equipment. In these cases, a spotter will be used.

4-8.o.(4).(c). Parallel to the curb headed in the same direction of traffic, or where diagonal parking is authorized by roadway markings.

4-8.p. Vehicles will not be parked in the following areas unless otherwise marked:

4-8.p.(1). Within 15 feet of a fire hydrant or trash dumpster.

4-8.p.(2). Within 20 feet of a crosswalk.

4-8.p.(3). Within 20 feet of the driveway entrance to any fire station or fire lane.

4-8.p.(4). Within 20 feet of any building, other than residence unless otherwise posted.

4-8.p.(5). Within 30 feet of any traffic control sign or other traffic control device unless such area is clearly marked or posted for parking.

4-8.p.(6). Within 30 feet of an intersection.

4-8.p.(7). Within 50 feet of any building used for storage of gas, oil or other flammables.

4-8.p.(8). Within 75 feet of an accident or fire.

4-8.p.(9). Within 75 feet of fire equipment that has stopped to answer an alarm.

4-8.p.(10). On portions of roadways marked with yellow lines.

4-8.p.(11). On sidewalks.

4-8.p.(12). In front of driveways and loading zones.

4-8.p.(13). In any manner obstructing a driveway.

4-8.p.(14). In such a manner as to create a hazard to the normal flow of traffic.

4-8.p.(15). In excess of any posted or clearly marked time limit.

4-8.p.(16). In any parking space legally reserved for another marked parking space.

4-8.p.(17). Behind or beside any vehicle (double-parked).

4-8.p.(18). Where prohibited by posted official signs or pavement striping. **Note:** Motorcycles may park in the white marked areas at the end of parking roads where they do not create a hazard or interference. Motorcycles are not authorized to park in the yellow, hash-marked areas at the entrance to parking lots/driveways. Refer to paragraphs A2.5 through A2.5.16, Rules of the Road, for further guidance.

4-8.p.(19). On shoulders of roadways except for mechanical failure of the vehicle, during emergency minor repair, or receiving/making an emergency cell phone call. There will be no maintenance overhaul or repair taking longer than 24 hours to complete of privately owned vehicles on roadways, in parking lots or in Base Housing areas. Vehicles with the wheels off and supported by jacks must be attended. Maintenance must be completed the same day that it is started and no vehicle will be left unattended while work is in progress.

4-8.p.(20). In spaces clearly marked as reserved parking only.

4-8.p.(21). At any installation entry control point except for official business (not for convenience).

4-8.p.(22). In any parking lot for the purpose of selling privately owned motor vehicles, trailers, boats and other merchandise. Parking areas identified by 96 FSS are the only places where vehicles may be parked for the purpose of selling. The owner must register their vehicle with the Auto Hobby Shop before putting their vehicle on these lots. Vehicles that are parked at other places with "For Sale" signs on them will be ticketed.

4-8.p.(23). Only passenger cars (to include, but not limited to trucks, vans and campers) will be allowed to park on Barrancas Avenue between D and F Avenues.

4-8.q. Double Parking. Double parking will not be allowed on Eglin AFB. No vehicle will park behind another, thus blocking the vehicle from leaving a parking space. **Exception:** Operators may safely park more than one, but no more than four motorcycles/mopeds within an authorized parking spot.

4-9.c. An appeals process will be monitored by 96 SFS/S5R as follows:

4-9.c.(1). If an individual desires to appeal a DD Form 1408, they must submit a typed memorandum endorsed by their commander or director no later than 14 calendar days after the issuance of the ticket to 96 SFS/S5R. The memorandum must explain why the individual feels the ticket is unjust or unwarranted. Under normal circumstances, individuals will not be permitted to appeal a ticket later than 14 calendar days after issue when other administrative action is pending.

4-9.c.(2). The 96 MSG/CC will make final determination of the appeal process. A response will be sent through the concerned commander to the individual.

4-9.d. On Eglin AFB, if a fix-it ticket is issued for a vehicle defect or any other reason, the person will have 72 hours to show proof of the fixed item to Building 272, Reports and Analysis Section. If the item is proven fixed within 72 hours, that portion of the ticket will be discarded by security forces personnel. If the item is not fixed within 72 hours, the ticket will be processed as normal.

#### 5-1. Point system application

5-1.a. The Services and DLA are required to use the point system and procedures prescribed herein without change.

5-1.b. The point system in table 5-2 applies to all operators of U.S. Government motor vehicles, on or off Federal property. The system also applies to violators reported to installation officials in accordance with paragraph 4-9.

5-1.c. Points will be assessed when the person is found to have committed a violation and the finding is by either the unit commander, civilian supervisor, a military or civilian court (including a U.S. Magistrate), or by payment of fine, forfeiture of pay or allowances, or posted bond, or collateral.

5-1.d. All CVB Form 1805 penalties and point assessments will be IAW Florida State Statutes. 96 SFS/S5R will process all 1805's and forward them for further processing to the Northern District of Florida Federal Courthouse in Pensacola, FL. Violators will be required to contact the Central Violations Bureau or the Northern District of Florida Federal Courthouse for rebuttals and/or mandatory court dates. Final dispositions and penalties will be determined by the civilian magistrates.

Table 5–2 Point assessment for moving traffic violations:

VIOLATION	POINTS ASSESSED
Reckless driving (willful and wanton disregard for the safety of persons or property)	6
Owner knowingly and willfully permitting a physically impaired person to operate the owner's motor vehicle	6
Fleeing the scene (hit and run)–property damage only	6
Driving vehicle while impaired (BAC more than 0.05 percent and less than 0.08 percent)	6
Speed contests	6
Speed too fast for conditions	2
Speed too slow for traffic conditions, and/or impeding the flow of traffic, causing potential safety hazard	2
Failure of operator or occupants to use available restraint system devices while moving (operator assessed points)	2
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)	2
1 to 10 miles per hour over posted speed limit	3
Over 10 but not more than 15 miles per hour above posted speed limit	4
Over 15 but not more than 20 miles per hour above posted speed limit	5
Over 20 miles per hour above posted speed limit	6
Following too close	4
Failure to yield right of way to emergency vehicle	4
Failure to stop for school bus or school–crossing signals	4
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	4
Improper passing	4
Failure to yield (no official sign involved)	4
Improper turning movements (no official sign involved)	3
Wearing of headphones/earphones while driving motor vehicles (two or more wheels)	3

Failure to wear an approved helmet and/or reflectorized vest while operating or riding on a motorcycle, MOPED, or a three or four-wheel vehicle powered by a motorcycle-like engine	3
Improper overtaking	3
Other moving violations (involving driver behavior only)	3
Operating an unsafe vehicle	2
Driver involved in accident is deemed responsible (only added to points assessed for specific offenses)	1

5-3.d. (Added) Persons who accumulate 12 or more traffic points within 12 consecutive months will receive a 6-month driving suspension/revocation. Persons who accumulate 18 or more traffic points within 24 consecutive months will receive a 1-year suspension/revocation.

5-4.e.(1). (Added) Based on information compiled in AFJIS, the Defense Force Commander will notify the violator's commander and 96 TW/SEG of personnel found to be problem drivers. The individual's commander or supervisor will schedule personnel for driver improvement training. Upon completion of training, notify 96 SFS/S5R for proper annotation of records. If the individual does not complete this course, their driving privilege suspension/revocation will be extended until completion of the course. Before any individual can apply for limited driving privileges, they will have completed this course. The Driver Improvement Training Course V is mandatory for the following circumstances:

5-4.e.(1).(a). (Added) An individual is assessed six or more traffic points from moving violations within a 6-month period.

5-4.e.(1).(b). (Added) An individual's driving privilege is suspended or revoked. **Exception:** If the suspension is due to non-moving violations, the individual's commander will determine when training is mandatory.

5-4.e.(1).(c). (Added) An individual is found guilty of a civil traffic offense resulting in the suspension or revocation of their state driver's license.

5-4.e.(1).(d). (Added) The unit commander determines that an individual is a problem driver.

5-4.e.(1).(e). (Added) Military or civilian personnel are ticketed at fault for involvement in an accident while operating a government vehicle.

5-4.e.(1).(f). (Added) An individual is convicted of reckless driving.

5-4.e.(1).(g). (Added) An individual is ticketed for driving under the influence.

5-5. Procedures for disposition of driving records are outlined in AFI 31-218(I), paragraph 5- 5.a.-f. and AFI 33-364, *Records Disposition – Procedures and Responsibilities*.

6-2.d. Abandoned/derelict vehicles: No person will be allowed to park or abandon a derelict motorized vehicle within the confines of Eglin AFB for more than 72 hours. Any vehicle parked for more than 72 hours on a public street, roadway or public parking area (to include, but not limited to BX, commissary, hobby shop, dormitories or base housing), or any vehicle for which the owner cannot be identified or has permanently departed the immediate vicinity of Eglin AFB, will be considered abandoned by the owner until determined otherwise by 96th Security Forces Squadron (96 SFS) personnel who will place a DD Form 1408, *Armed Forces Traffic Ticket*, on the derelict vehicle. The owner must then remove the vehicle from Eglin AFB within 72 hours. If the vehicle is not removed within 72 hours, a DD Form 2504, *Abandoned Vehicle Notice*, will be placed on the vehicle. If the vehicle is not removed within 72 hours of affixing the DD Form 2504, the vehicle is subject to impoundment by 96 SFS personnel at the owner's expense. Abandoned and/or derelict vehicles are defined as:

6-2.d.(1). (Added) Partially dismantled, non-operable, wrecked, junked and/or neglected (to include, but not limited to flat tires, spare parts, expired registration).

6-2.d.(2). (Added) Not meeting the requirement of the state in which it is registered.

6-2.d.(3). (Added) Not maintained in operational condition (a vehicle must be safely drivable).

6-2.d.(4). (Added) Involved in an accident which caused major damage to the vehicle.

6-2.d.(5). (Added) Undergoing major repairs in an unauthorized location (the only authorized location is the 96 FSS Auto Hobby Shop).

6-2.d.(6). (Added) Not meeting minimum safety standards for operation.

6-3.b. The designated security forces impound lot is located at the end of Hialeah Road adjacent to Building 622.

JEFFREY T. GERAGHTY  
Brigadier General, USAF  
Commander, 96th Test Wing

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

AFI 91-207, *The US Air Force Traffic Safety Program*, 16 February 2017

AFI 23-201, *Fuels Management*, 20 June 2014

AFI 33-364, *Records Disposition – Procedures and Responsibilities*, 22 December 2006

AFI 31-115, *Security Forces Investigation Program*, 10 November 2014

AFI 33-322, *Records Management Program*, 4 June 2012

AFMAN 31-116, *Air Force Motor Vehicle Traffic Supervision*, 18 December 2015

DoD Directive 4160.21-M, *Defense Materiel Disposition Manual*

***Adopted Forms***

AF Form 52, *Evidence Tag*, 1 July 1986

AF Form 847, *Recommendation for Change of Publication*, 22 September 2009

DD Form 1408, *Armed Forces Traffic Ticket*, 11 March 2003

**Attachment 2 (Added)****RULES OF THE ROAD**

**A2.1. Use and Applicability.** This attachment contains the 96th Mission Support Group Commander's (96 MSG/CC) uniform traffic control codes; regulates the movement of vehicles, pedestrians and other traffic throughout Eglin Air Force Base, Florida. This attachment assimilates the Florida Traffic Law (Florida Statutes, Title XXIII, Chapter 316, <http://www.flsenate.gov/Statutes/>) and all supplements thereto as a portion of this supplement to govern the operation of motor vehicles on the property of Eglin AFB. When the provisions of the Florida Traffic Laws conflict with higher headquarters or local directives governing the operation of motor vehicles, the higher headquarters or local directives, as applicable, will take precedence. It is unlawful for any person to do any act forbidden, or fail to perform any act required, by these rules, and said rules will apply to persons while upon this installation.

**A2.2. Responsibility.** The 96 SFS/CC is the installation commander's principal advisor on issues pertaining to the safe movement of personnel and traffic. The 96 SFS/CC will administer and supervise enforcement of these Rules of the Road.

**A2.3. Base Traffic Code.** The base traffic code will be the sole basis of traffic enforcement on Eglin AFB.

A2.3.1. Obedience to personnel involved in traffic enforcement. No person will willfully fail or refuse to promptly comply with any lawful order or direction of any security forces, safety representative, or other personnel designated by 96 MSG/CC to supervise and/or enforce compliance with traffic safety rules.

A2.3.2. Obedience to traffic signs and markings. The driver of any vehicle will obey official traffic signs, markings, or other traffic control devices, unless otherwise directed by security forces or other persons performing traffic control functions.

**A2.4. Vehicle operations.** In addition to standard vehicle operating policies and procedures applicable within the Air Force, the following rules of the road apply on Eglin AFB:

A2.4.1. Riding on the outside of vehicles. Operators will not allow anyone to ride on the outside of motor vehicles except for trash trucks, fire-fighting equipment, cargo-carrying vehicles equipped with sideboards and tailgate or when special authorization is granted by the 96 TW/ SEG. If riding in the back of a cargo-carrying vehicle, riders will be seated on the floor and not against the tailgate, unless the cargo-carrying vehicle is equipped with fixed seats. Supervisors will ensure personnel who are authorized to ride on the outside of motor vehicles have the necessary training and comply with safety guidelines.

A2.4.2. Stopping, standing or hitchhiking. Personnel will not stop or stand on or adjacent to any roadway for the purpose of soliciting a ride. **Exception:** Designated Give an Airman a Ride spots.

A2.4.3. Seatbelts. Operators and passengers of operated private or government operated motor vehicles on a DoD installation will wear occupant restraints. **Exception:** Vehicles manufactured before 1966 do not require restraint systems.

A2.4.4. Child restraints. Each vehicle operator transporting a child in a motor vehicle, operated within the limits of Eglin AFB, will provide for the protection of the child by properly using and restraining a separate and federally approved child carrier or a vehicle manufacturer's integrated child seat when the child is 4 years of age or younger and not exceeding 45 pounds in weight.

A2.4.5. Children unattended in vehicles. It is prohibited to leave children 7 years of age and under in an unattended or unsupervised vehicle.

A2.4.6. Littering. Individuals will not throw or drop any material from motor vehicles, to include, but not limited to, cigarette butts, and will ensure their loads are secure to prevent cargo from falling from their vehicles creating a traffic, safety or environmental hazard.

A2.4.7. Spotters. Operators of government cargo vehicles over ½ ton capacity will post a spotter before backing up. If a spotter is not available, the driver will exit from the vehicle and check the area for clearance before backing.

A2.4.8. Road closures. The Installation Commander has delegated the authority to the 96th Test Wing Range Operations Division and Defense Force Commander (DFC) (96 SFS/CC) to close all or any portion of the roads or parking areas on Eglin AFB when conditions warrant. Individuals operating motor vehicles on the installation in violation of this paragraph will be ticketed under the provisions of this supplement to include the statutes. Roadways will be closed either by posted security forces personnel, signs, traffic cones, range gates or barriers. Coordination with the DFC will be accomplished before any roadway is closed.

A2.4.9. Prohibited entry. Privately owned vehicles will not be operated in areas where posted signs prohibit entry unless authorized by the agency responsible for that area.

A2.4.10. Positive and safe control. Vehicle operators will maintain positive and safe control of their vehicles at all times. They will not operate or leave their vehicle unattended in a manner that is unsafe for existing conditions, or not clear of existing obstructions. Vehicle drivers will maintain an assured, clear stopping distance ahead of their vehicle.

A2.4.11. Airfield restrictions. Vehicles operated on Eglin AFB and/or Duke Field airfields (to include, but not limited to runways, taxiways, parking aprons) will be registered with the Chief, Airfield Management (96 OSS/OSAM for Eglin airfield and 96 OSS/OSBM for Duke airfield) and are subject to provisions of this supplement. Additionally, vehicles operated on the airfield are subject to the provisions of AFMAN 24-306, *Manual for the Wheeled Vehicle Driver*.

A2.4.12. Catalytic converter restriction. No vehicle (government, contract or privately owned) equipped with a catalytic converter will be permitted to stand or park within 50 feet of any aircraft, fuel spill, POL area, explosive areas or potentially hazardous areas when identified and placarded as such. This restriction does not apply to service station pumping areas for vehicle refueling purposes.

A2.4.13. Illegal left turns. Left turns where the vehicle must cross traffic onto Eglin Boulevard from another roadway or parking area are not permitted unless an intervening space has been designated to crossover the solid yellow lines, at an intersection with a left turn lane, as directed by an official traffic control device, or police official.

A2.4.14. Towing requirements. When one vehicle is towing another vehicle, the tow bar or other connection will be of sufficient strength to pull weight towed and the connection will not exceed 15 feet in length between each vehicle. When the connection consists of a chain, rope or cable, a white flag or cloth will be tied in the middle of the connection. A government vehicle will not be used to tow, push or in any way move or transport a privately owned vehicle, or for any other personal use, unless authorized by the 96th Logistics Readiness Squadron Commander (96 LRS/CC) or other competent authority.

A2.4.15. Vehicles going off roadways. On Eglin AFB, any motorized vehicle, to include motorcycles, trail bikes, mopeds, scooters, miniature racing cars, mini-bikes or four wheeled all terrain vehicles (ATV), will not be operated off roadways. Government or privately owned vehicles on official government business are exempt from this restriction.

A2.4.16. Visibility requirements for headlamps and tail lamps. Every motor vehicle operated during the hours of darkness will have at least one headlamp and one tail lamp on each side of the vehicle and will emit a light from each lamp. Headlamps and tail lamps must be in proper adjustment and operating condition.

A2.4.16.1. Vehicle headlights must give off a white light visible at a distance of 450 feet for high beam and 150 feet for low beam. Headlights will be on any time from sunset to sunrise including twilight hours. Headlights will also be on during decreased visibility to include rain, smoke or fog. While operating a motor vehicle on Eglin AFB, smoke, tinted or colored headlight covers are prohibited. This excludes vehicles that are equipped with covers installed at the factory.

A2.4.16.2. Vehicle tail lamps must give off a red light visible at a distance of 1,000 feet. Taillights will be on from sunset to sunrise including twilight hours. Taillights will also be on during decreased visibility to include rain, smoke or fog. While operating a motor vehicle on Eglin AFB, smoke, tinted, clear or colored (other than red) taillight covers are prohibited. This excludes vehicles that are equipped with covers installed at the factory.

A2.4.17. Display of license plates. Every vehicle, while driven, stopped or parked on Eglin AFB, will be licensed in the name of the owner IAW the laws of issuing state. The state license plate will be securely fastened to the vehicle on the outside of the main body in such a manner as to prevent the plates from swinging. Letters, numerals, printing, writing and other identification marks must be plainly visible and legible 100 feet from the rear or front of the vehicle and illuminated by a white light. License plates must be kept current, regardless of being on temporary duty (TDY), on leave or away from the area. On Eglin AFB, smoke, tinted or colored license plate covers are prohibited.

A2.4.18. Neon lights. While operating a motor vehicle on Eglin AFB, neon, fluorescent or black lights attached to a vehicle (either inside or outside) are prohibited from being turned on. **EXCEPTION:** Vehicles that are parked in an authorized parking space are authorized to turn neon, fluorescent or black lights on as long as the vehicle is not in motion.

A2.4.19. Use/Display of radar/speed detectors. Displaying or using any type of radar detecting device used to detect, indicate, or notify a vehicle operator that official speed measuring devices are operating is prohibited on Eglin AFB. Radar detectors will not be visible or plugged into any type of power supply. Radar detectors built into the dashboard of vehicles must be turned off prior to entering Eglin AFB and will remain off while on Eglin AFB.

A2.4.20. Use/Display of all video recording devices. The displaying or use of any type of video recording devices is prohibited on Eglin AFB. Any video recording device will not be visible or plugged into any type of power supply. Video recording devices built into the dashboard of vehicles must be turned off prior to entering Eglin AFB and will remain off while on Eglin AFB. The list of prohibited devices includes all dash cameras mounted on the interior or exterior of motor vehicles and all GoPro type cameras mounted on helmets or personal clothing. This list is not inclusive.

A2.4.21. Sound limitations. It is unlawful for anyone to operate a motor vehicle on Eglin AFB in which the sound produced by a radio, tape/compact disc player, digital players or other mechanical sound making device is amplified so that the sound is plainly audible outside the vehicle at a distance of 25 feet or more. Vehicles will not emit music/sound that is offensive, degrading, or otherwise detracts from good order and discipline.

A2.4.22. Defective tires. The Florida Official Vehicle Inspection Manual will be used for the basis of determining defective tires on Eglin AFB.

A2.4.23. Open containers. An open container is defined as a container that is or has been opened as evidenced by the breaking of the original seal. Operators of, or passengers in a motor vehicle (to include, but not limited to motorcycles or mopeds) on Eglin AFB, will not have an open container of alcohol in the interior of the vehicle. Persons will be permitted to carry open containers of alcohol (to include, but not limited to beer, wine or liquor) in the trunk. A trunk is defined as the compartment of the vehicle, which is intended to be used to carry luggage/cargo. Civilians stopped on base who are in violation of this paragraph will be cited IAW current Florida State Statute 316.1936, via United States District Court Violation Notice (DD Form 1805).

A2.4.24. Insurance requirements. While on Eglin AFB, every motorized vehicle (either parked or operated) will be required to show proof of insurance, excluding government-owned vehicles, to security forces personnel upon request. The minimum required insurance to operate or park a motorized vehicle on Eglin AFB is: \$10,000 for bodily injury or death to one person, \$20,000 for bodily injury or death to two or more persons and \$10,000 for property damage.

A2.4.25. Wearing of headphones or earphones. Wearing of portable headphones or other listening devices while running, jogging, walking, bicycling, rollerblading, roller skating, skateboarding, scooter riding or operating a motorized vehicle on or off roadways or sidewalks of Eglin AFB is prohibited. **Exception:** Cell phones, headphones or earphones are authorized while in areas where motor vehicles are not operated (i.e., playgrounds, housing yards and approved running trails). Single bud hands-free capabilities for cellular devices will be the only authorized device while operating a motor vehicle. At no time will vehicle operators utilize a double ear piece device.

A2.4.26. Rollerblading, roller skating, skateboarding or scooter riding:

A2.4.26.1. There will be no rollerblading, roller skating, skateboarding or scooter riding on the roadways or around the entrances to established buildings of Eglin AFB. Authorized areas, unless otherwise posted, include sidewalks, empty parking lots or bicycle trails.

A2.4.26.2. Helmets must be worn and securely fastened under the chin of an individual who is rollerblading, roller skating, skateboarding, bicycling or scooter riding on Eglin AFB.

A2.4.27. Base entry/exit points:

A2.4.27.1. The driver of any vehicle will, consistent with the requirements of base security, reduce speed to 5 MPH upon reaching any entry control point, and unless waved through by the security forces entry controller, come to a complete stop and not proceed into the installation until security forces personnel have clearly indicated by words or appropriate hand signal that the vehicle and occupants are authorized to proceed. Drivers will use low beams during the hours of darkness when approaching gates. Drivers will turn off windshield wipers when approaching the entry control point.

A2.4.27.2. The East, West, North, Northwest and Hospital Gates are the only authorized entry/exit points, unless otherwise approved and directed by the DFC. At Duke Field, the main Duke Field entry/exit is the only authorized point unless otherwise approved and directed by the DFC.

A2.4.28. Maximum speed limits:

A2.4.28.1. Unless otherwise posted or specified herein, the maximum speed on Eglin AFB is 25 MPH.

A2.4.28.2. Four-lane paved roads: 45 MPH unless otherwise posted.

A2.4.28.3. Entrance to Eglin AFB Gates: 5 MPH unless otherwise posted.

A2.4.28.4. Housing areas: 20 MPH unless otherwise posted.

A2.4.28.5. Paved range roads: 45 MPH unless otherwise posted.

A2.4.28.6. Sand or clay roads: 35 MPH unless otherwise posted.

A2.4.28.7. Parking areas: 10 MPH.

A2.4.28.8. Housing area cul-de-sacs: 5 MPH.

A2.4.28.9. School zones: 20 MPH during school hours, when crossing guards are posted, or when school yellow caution lights are flashing.

A2.4.28.10. Passing Military Formations: 10 MPH.

A2.4.29. Motorized two-, three- or four-wheeled all terrain vehicle (ATV) required safety equipment:

A2.4.29.1. Personal Protection Equipment:

A2.4.29.1.1. Head Protection. A helmet designed to meet or exceed Department of Transportation (DOT) standards, shall be worn and properly fastened under the chin. Host nation equivalent is acceptable if it meets or exceeds the DOT standard. Commanders may authorize use of tactical helmets in appropriate off-road training or operating environments after completing an ORM evaluation.

A2.4.29.1.2. Eye Protection. Goggles, wrap-around glasses, or a full-face shield (properly attached to helmet) designed to meet or exceed American National Standards Institute (ANSI) Standard Z87.1 for impact and shatter resistance will be worn. A windshield does not constitute proper eye protection. Host nation equivalent is acceptable if it meets or exceeds ANSI Standard Z87.1 for impact and shatter resistance. Operators will not wear tinted face shields, goggles/ glasses during hours of darkness.

A2.4.29.1.3. Protective Clothing. Wear of long-sleeved shirt or jacket, long trousers, and full-fingered gloves are required. Gloves should be the sturdy, non-slip type to permit a firm grip on controls. Wear of a motorcycle jacket and pants constructed of abrasion resistant materials such as leather, Kevlar®, and/or Cordura® containing impact absorbing padding are strongly encouraged.

A2.4.29.1.4. Foot Protection. Riders will wear sturdy, over-the-ankle footwear that affords protection for the feet and ankles (durable athletic shoes that cover the ankles may be worn). Sandals, low quarter sneakers, and similar footwear will not be used.

A2.4.29.1.5. Garment and Motorcycle Visibility. Motorcycle riders will wear a brightly colored outer upper garment during the day and a reflective upper garment at night. Outer upper garment shall be visible and not covered. Wearing a backpack is authorized if it has brightly colored/reflective properties.

A2.4.29.1.6. All on-duty riders of motorcycles and ATVs during off-road operations should also wear knee, shin guards and padded full-fingered gloves. Security patrol requirements may dictate limited compliance.

A2.4.29.2. ATV operators will complete an approved Specialty Vehicle Institute of America (SVIA) ATV Course.

A2.4.29.3. ATVs will not be driven on hard pavement. When crossing a paved surface, the ATV operator will cross the surface as quickly as possible. **Exception:** 96 SFS personnel may operate ATVs on hard pavement, when conducting official duties.

A2.4.30. Golf or Ez-Go carts/Special Purpose/Utility Vehicles. Various three-/four-wheeled gas or electric propelled golf or Ez-Go carts or special purpose/utility vehicles (i.e., side by sides, John Deere Gators, Polaris Rangers, Light Terrain All-Terrain Vehicles, and multipurpose vehicles) will not be operated on or adjacent to any roadway or street of Eglin AFB unless coordinated with 96 TW/SEG and approved in writing by 96 SFS. Any golf or Ez-Go carts/special purpose/utility vehicles operating illegally on any roadway or street may be ticketed. The installation commander authorizing use of these vehicles also known as Government Vehicle Other and/or Low Speed Vehicles in traffic, industrial or pedestrian environments is based on the Risk Assessment at attachment three. Designated areas (not requiring approval in writing for operation) include the civil engineering (CE) compound, immediate CE work areas, Hospital Campus, logistics readiness yards, and flight line areas when deemed necessary and regulated by proper and respective authority. For operations outside designated areas listed, using organizations will refer to attachment three when developing unit specific guidance.

A2.4.31. Traffic laws apply to persons riding bicycles or other self-propelled vehicles:

A2.4.31.1. Every person riding a bicycle upon a roadway of Eglin AFB will be granted all the rights and will be subject to the duties applicable to the driver of a vehicle. Bicycles or other self-propelled vehicles will obey traffic directives prescribed for motor vehicle traffic.

A2.4.31.2. Helmets will be securely fastened under the chin and worn while riding any bicycle or other self-propelled vehicle while on Eglin AFB.

A2.4.31.3. The parent of any child and any adult, while in charge of any child, will not authorize or knowingly permit any child to violate any of the provisions of this directive.

A2.4.31.4. The use of headphones, earphones or any other listening device while operating a bicycle is prohibited on Eglin AFB established roadways.

A2.4.31.5. Every bicycle or other self-propelled vehicle operated on Eglin AFB during the hours of official sunset to sunrise or times when vision is difficult due to reduced visibility (rain, smoke or fog) will be equipped with:

A2.4.31.5.1. A lighted lamp on the front, which displays a white light visible from a distance of at least 500 feet to the front. Lighted lamps on bicycles or other self-propelled vehicles are required to be on during official sunset to sunrise, or times when vision is difficult due to reduced visibility (rain, smoke or fog).

A2.4.31.5.2. A red reflector or lamp on the rear which is visible 500 feet to the rear when directly in front of lawful high beams of head lamps on a motor vehicle. A lamp emitting a red light visible from a distance of 500 feet to the rear may be used in addition to the red reflector.

A2.4.31.6. Operators of bicycles or other self-propelled vehicles will ride only astride the seat and will not carry other persons thereon unless the cycle is equipped with an additional fixed seat.

A2.4.31.7. Bicycles or other self-propelled vehicles will not be operated on Eglin Boulevard or perimeter road unless mission related.

A2.4.32. Pedestrian Safety:

A2.4.32.1. Pedestrian Right of Way in Crosswalks. The driver of a vehicle will slow down or stop, if need be, to yield to a pedestrian approaching or within a crosswalk. No pedestrian will suddenly leave a curb or other place of safety and walk or run into the path of a vehicle which is so close that it is impossible or unsafe for the driver to yield.

A2.4.32.2. Crossing at Other Than Crosswalks. Pedestrians crossing roadways will use available crosswalks, overpasses or underpasses. Pedestrians crossing a roadway at any point other than within a marked crosswalk will yield the right of way to vehicles upon the roadway. No pedestrian will cross a roadway intersection diagonally unless required to remain within a marked crosswalk.

A2.4.32.3. Drivers to Exercise Due Care Toward Pedestrians. Every driver will exercise due care to avoid colliding with any pedestrian and will give warning by sounding the horn when necessary. Drivers will exercise proper precaution upon observing any child or any obviously confused or incapacitated person upon a roadway.

A2.4.32.4. Pedestrians on Roadways. Where sidewalks are provided, pedestrians must not walk along or upon an adjacent roadway. Where sidewalks are not provided, any pedestrian walking along and upon a roadway will, when practical, walk only on the left side of the roadway, or its shoulder, facing traffic approaching from the opposite direction.

A2.4.32.5. Pedestrians Right of Way on Sidewalks. The driver of an emergency vehicle departing from or entering an alley, building, or driveway or parking area will yield the right of way to any pedestrian approaching on any sidewalk extending across such alley, building, driveway, or parking area.

A2.4.32.6. Pedestrians will not walk, jog or run on the roadway or road shoulder of Eglin Boulevard, Memorial Trail and Perimeter Road.

A2.4.32.7. Reduced Visibility. During periods of darkness and reduced visibility, each walker, jogger or runner using the roadways or roadway shoulders of Eglin AFB will as a minimum wear a reflective belt, vest or clothing.

A2.4.32.8. Walkers, joggers, or runners will walk, jog or run on the left side of the road against traffic flow and when possible, yield to oncoming traffic.

A2.4.32.9. Fluorescent or reflective personal protective equipment will be worn by individuals performing road guard and traffic control duties. It further pertains to road construction crews, electricians and telephone repair personnel working on overhead lines who are exposed to traffic hazards.

A2.4.32.10. Marching Personnel. Vehicles will yield to marching personnel. The maximum speed limit in the vicinity of marching personnel is 10 MPH.

A2.4.32.11. Road Guards. Individuals will be designated to perform duties as road guards for marching units of nine persons or more. Road guards will be positioned six paces in front of and six paces behind each marching unit. Marching units will march against the direction of vehicular traffic, when possible. Marching units will halt before they enter intersections or cross roadways. The individual in charge will clear the intersection/roadway, post road guards, move the unit through the intersection/across roadway and relieve the road guards before continuing the march.

A2.4.32.12. Reduced Visibility for Marching Personnel. During the periods of darkness and reduced visibility, marching units will be equipped with warning devices, including flashlights with wands and reflective tape.

A2.4.33. Traffic Signs and Markings. Submit requests for construction and markings on AF Form 332 to the 796th Civil Engineer Squadron Customer Service (796 CES/CEOSW), who will coordinate such requests with 96 SFS/S5R and 96 TW/SEG.

A2.4.34. Use of cell phones while operating a motorized (private or government owned) vehicle is prohibited unless the vehicle is safely parked or unless the operator is using a hands-free device.

A2.4.35. Driver's License or US Government Operator's Permit Required. It is prohibited for anyone to operate any motor vehicle without a valid state driver's license or US government operator's permit, as appropriate, in the driver's possession.

A2.4.36. Using Identification and Registration of Another Individual. No person will permit and no person will borrow or in any manner use another operator's permit, registration media, or other required identification associated with motor vehicle registration or operation.

A2.4.37. Permitting Intoxicated Person to Drive. No vehicle owner or person in charge or control of a motor vehicle will knowingly and willfully permit anyone to operate said vehicle while intoxicated.

A2.4.38. Display of Unauthorized Signs, Signals or Markings. No person will place, maintain, or display upon any roadway or parking area, any sign, signal marking, or device which attempts to direct the movement or parking of traffic without the prior approval of the DFC.

A2.4.39. Passing on the Left. Passing is not allowed except when required to pass a vehicle moving excessively slow. Even in this case, passing is allowed only when the left side of the road is clearly visible and is free of oncoming traffic. No vehicle will pass another vehicle when approaching within 100 feet of or crossing any intersection.

A2.4.40. Driving Within Traffic Lanes. A vehicle driver will observe and operate within the marked traffic lanes and will not change lanes, turn, stop or park until such movement can be made safely. On any roadway not marked by traffic lanes, drivers will stay right of the roadway center and be cautious of vehicles crossing left of center while passing parked vehicles.

A2.4.41. Following Too Closely. The driver of a motor vehicle will not follow another vehicle closer than is reasonable and prudent, having due regard for the speed of such vehicle and the weather and road conditions.

A2.4.42. Right of Way at Intersections. When two vehicles approach or enter an intersection from different roadways at approximately the same time, the driver on the left will yield the right of way to the vehicle on the right. This rule is modified only at intersections, which give preferential right of way, indicated by a clearly understood and standard stop or yield sign.

A2.4.43. Due Caution at a Yield Right of Way Sign. The driver of a vehicle approaching a yield sign will slow down to a speed reasonable for existing conditions and will be able to stop safely if required at a clearly marked stop line before entering a crosswalk or intersection.

A2.4.44. Right of Way When Entering a Roadway. The driver of a vehicle about to enter or cross a roadway from an alley, building, driveway, or parking area will yield the right of way to all vehicles approaching on the roadway.

A2.4.45. Right of Way to Emergency Vehicles. Upon the immediate approach of an emergency vehicle making use of an audible or visual signal, the driver of every other vehicle will yield the right of way and will immediately drive to a position parallel to and as close as possible to the right edge or curb of the roadway clear of any intersection and will stop and remain in such position until the emergency vehicle has passed. This section does not relieve the driver of an authorized emergency vehicle from the duty to drive with due regard for the safety of persons using the roadway.

A2.4.46. Prohibited Turn on Designated Roadways. U-turns are prohibited on any designated roadway. **Exception:** Emergency response vehicles, to include, but not limited to security forces, fire department, and ambulance.

A2.4.47. Proper Clearance and Improper Starting of a Parked Vehicle. No person will place a vehicle into motion unless and until such movement can be made with reasonable safety. No vehicle will be placed into motion with an unnecessary or unsafe display of speed or acceleration. Every driver will, prior to placing a vehicle into motion and while in motion, exercise due care toward other vehicles, pedestrians, buildings, or any other structure or object to ensure that he has safe and sufficient clearance to avoid striking any vehicle, pedestrian, building or any other structure or object located upon or adjacent to the roadway.

A2.4.48. Unsafe Turning Movements/Required Signals. No person will turn a vehicle from a direct course or move right or left upon a roadway unless and until such movement can be made with reasonable safety. No person will turn any vehicle without first giving a turn signal. Such signal will be given continuously 100 feet before turning. No person will stop or suddenly decrease the speed of a vehicle without first giving an appropriate signal to the driver of any vehicle immediately to the rear when there is opportunity to give such signal.

A2.4.49. Obstruction to Driver's View or Driving Mechanism. No person will drive a vehicle when the driver's view to the front or sides of the vehicle is obstructed. In no case will the driver place a vehicle into motion unless and until they have ensured weather deposits or other obstructions have been removed from front, rear, and side windows to provide clear visibility in all directions.

A2.4.50. Opening and Closing Vehicle Doors. No person will open the door of a motor vehicle on the side of moving traffic unless and until it is reasonable and safe to do so and can be done without interfering with the movement of traffic. No one will leave a door open on the side of moving traffic for a period of time longer than necessary to load or unload passengers who are immediately present.

A2.4.51. Operation of Unsafe Vehicles. No person will drive or move any motor vehicle, trailer, semi-trailer, or combination thereof, unless the equipment on the vehicle is in good working order and the vehicle is in safe mechanical condition.

A2.4.52. Inspection by Enforcement Personnel. Any security forces member on duty and whose duty includes traffic enforcement may, at any time, require the driver to stop and submit the vehicle to an inspection if there is probable cause to believe a vehicle is unsafe or not equipped as required, or its equipment is not in proper adjustment or repair. Should a traffic ticket be issued, security forces personnel issuing the ticket will take measures to require the driver, owner, or agency in charge of the vehicle to show proof within 72 hours that the repairs have been accomplished. Failure to affect such repairs within 72 hours will result in further action.

A2.4.53. Approaching Convoys. Motorists approaching oncoming convoys escorted by a security forces or other emergency vehicle exhibiting an emergency light or other warning device will pull to the right of the roadway and come to a complete stop until the last vehicle in the convoy has passed. Motorists following the convoy from the rear are prohibited from passing and will follow the last vehicle in the convoy at a distance of not less than 100 feet.

A2.4.54. Maintenance of Brakes. Brakes will be maintained in good working order.

A2.4.55. Mufflers, Prevention of Noise:

A2.4.55.1. Every motor vehicle will be equipped with a muffler in good working order and in operating condition to prevent excessive or unusual noise. No person will use a muffler cutout, bypass, or similar device.

A2.4.55.2. The engine and power mechanism of every motor vehicle will be so equipped and adjusted as to prevent the escape of excessive fumes or smoke.

A2.4.56. Projecting Loads on Passenger Vehicles. No passenger vehicle will carry any load extending beyond the fenders on the left side of the vehicle or extending more than 6 inches beyond the line of the fenders on the right side.

A2.4.57. Loads on Vehicles:

A2.4.57.1. Vehicles must be so constructed or loaded as to prevent any of its load from dropping, shifting, leaking, or otherwise escaping there from, except that sand may be dropped for securing traction or water may be sprinkled in cleaning the roadway.

A2.4.57.2. No person will operate any vehicle with any load unless the load and any covering is securely fastened so as to prevent it from becoming loose or in any manner a hazard to the users of the roadway.

A2.4.58. Backing Instructions:

A2.4.58.1. No vehicle will be backed until the driver has ensured that they have safe clearance and the right of way in all directions.

A2.4.58.2. No vehicle will be backed into angled parking spaces. **Exception:** Emergency response vehicles may back into parking spaces as required.

A2.4.58.3. No vehicle will be backed when it interferes with or creates a hazard to pedestrians or other traffic.

A2.4.58.4. No vehicle will be backed into or through an intersection.

A2.4.58.5. No vehicle will be backed a distance greater than the absolute minimum needed.

A2.4.59. Basic Speed Rule. No person will drive a vehicle at a speed greater than is reasonable and prudent under existing road and weather conditions. Every person will drive at a safe and appropriate speed when approaching and crossing an intersection, when approaching and going around a curve, when approaching a hillcrest, when traveling upon any narrow or winding roadway, and when special hazards exist with respect to pedestrians or other traffic.

A2.4.60. Minimal Speed Rule. No person will drive a motor vehicle at such a slow speed as to impede the normal and reasonable movement of traffic, except when reduced speed is necessary for safe operation or when in compliance with directives for the vehicle or with any lawful order affecting the movement of the vehicle.

A2.4.61. Prohibitions and Acceleration. The driver of any vehicle will not increase speed of vehicle with any unnecessary or unsafe display of speed or acceleration.

A2.4.62. Racing. No person will participate in any manner of race, speed competition or contest, exhibition of speed or acceleration contest.

A2.4.63. Reckless Driving. No person will drive a motor vehicle in any reckless manner. Reckless driving is defined as operating or driving a vehicle in willful or wanton disregard for the safety of persons or property. Recklessness is not determined solely by reason of an injury or the invasion of the rights of another, or by proof alone of excessive speed or erratic operation. Reckless means that the driver's manner of operational control of the vehicle was, under all circumstances, of such a heedless nature that made it actually or imminently dangerous to the occupants of or to the rights or safety of others.

A2.4.64. Aggressive Careless Driving. No person will drive a motor vehicle in an aggressive, careless manner. "Aggressive careless driving" means committing two or more of the following acts simultaneously or in succession.

A2.4.64.1. Exceeding the speed limit.

A2.4.64.2. Unsafely or improperly changing lanes.

A2.4.64.3. Following another vehicle too closely.

A2.4.64.4. Failing to yield the right-of-way.

A2.4.64.5. Improperly passing.

A2.4.64.6. Violating traffic control and signal devices.

A2.4.65. Careless Driving. Any person operating a vehicle will drive in a careful and prudent manner having regard for the width, grade, curves, corners, view obstructions, pedestrians and other traffic, and all other attendant circumstances, not to endanger life, limb, or property of any person. Failure to do so constitutes careless driving.

A2.4.66. Fleeing or Attempting to Elude Security Forces. No driver will willfully fail or refuse to bring their vehicle to a prompt and complete stop, or otherwise flee or attempt to elude security forces when given a visual or audible signal to bring the vehicle to a stop. The signal given by the security forces may be hand, voice, emergency light or siren.

A2.4.67. Towing and/or Impounding Vehicles. Any on-duty security forces member whose duties include enforcement of traffic safety is hereby authorized to drive or move a vehicle to a safe parking area and/or notify a towing company (on base or off base) to remove the vehicle to the base impoundment lot or off-base towing establishment, at the owner's expense. Any vehicle found under the following conditions will be moved or removed:

A2.4.67.1. When a vehicle is illegally left parked or standing unattended upon any roadway of Eglin AFB in a position or under circumstances as to obstruct the normal movement of traffic or otherwise creates the danger of an accident.

A2.4.67.2. When a vehicle has been recovered after a report has been made that a vehicle was stolen or taken without the owner's consent.

A2.4.67.3. When the person or persons in charge of the vehicle are intoxicated, in custody, or otherwise unable or unwilling to provide for its custody or removal.

A2.4.67.4. When the person driving or in control of the vehicle is apprehended for an alleged offense, which would preclude the release of said offender on his or her own recognizance.

A2.4.67.5. When probable cause exists to suspect that the vehicle has been, or is being at that time, used as an instrument of a crime or contains evidence of a criminal offense.

A2.4.68. Location of Impound Lot. Vehicles determined by the Investigations Section, 96 SFS/S-2, requiring impoundment will be placed in the fenced compound at the end of Hialeah Road off of Cypress Road.

A2.4.69. Disposal of Impounded Vehicles. All vehicles taken into 96 SFS custody due to abandonment or as evidence will be towed to the 96 SFS Impound Lot via government vehicle escorted by 96 SFS personnel. Immediately upon taking custody of the vehicle, a member of the 96 SFS will conduct a physical inventory or search as applicable of the interior of the vehicle to include all compartments, containers and their contents. A listing of all property will be annotated on the AF Form 52, *Evidence Tag*, utilized to account for the vehicle. Any contraband found will be seized and annotated on a separate AF Form 52. All efforts will be made to contact the vehicle owner via unique identifiers such as VIN, license plate(s), and vehicle registration decal(s). Vehicles which are not claimed are impounded and will be disposed of IAW AFI 31-206, paragraph 2.7.4.4. and DoD Directive 4160.21-M, *Defense Reutilization Marketing Manual*.

A2.4.70. Random Antiterrorism Measures (RAM) may be conducted by 96 SFS personnel as directed by the on-duty flight chief, shift commander or higher authority. RAMs are not based upon probable cause to believe the vehicle/pedestrian contains property subject to search, but are based on the commander's authority to protect the security of the installation or to protect government property. Security forces personnel conducting RAMs are acting, not in their law enforcement capacity, but as sentinels safeguarding a military installation and protecting government property. Once a person has been identified as meeting a RAM criteria, the security forces member will identify themselves, inform the person they are conducting RAMs authorized

by the installation commander and ask the person if they will consent to an inspection of their vehicle. If consent is given, further instruction of where the inspection will take place and compartments to inspect will be provided. Refusal to submit to the inspection during randomly selected checks at base entry control points will subject a military member to a minimum 12-month revocation of on-base driving privileges and/or disciplinary action under the UCMJ. Civilian members who refuse the inspection will be subject to a minimum 12-month revocation of on-base driving privileges and/or debarment from the installation.

A2.4.71. Clinging to Vehicles. No person riding upon any motorcycle, moped, bicycle, skateboard, coaster, roller skates, rollerblades, sled or toy vehicle will attach it or themselves to any other vehicle on the roadway or parking lots.

A2.4.72. Overtaking or Meeting a Bus which is Stopped. The operator of a vehicle, upon meeting or overtaking from either direction any bus which has stopped for the purpose of receiving or discharging passengers, will come to a complete stop. The operator of a vehicle will not proceed until the bus resumes motion or is signaled by the bus driver to proceed.

A2.4.73. Overtaking or Passing on the Right is Permitted:

A2.4.73.1. When the vehicle to be passed is making or is about to make a left turn.

A2.4.73.2. Upon a one-way street where the roadway is of sufficient width and is clearly lined for two or more lanes of moving vehicles.

A2.4.74. Overtaking or passing on the right is prohibited in the event conditions permitting such movement is unsafe. Under no circumstances will such movement be made by driving off the pavement or main traveled portion of the roadway.

A2.4.75. Requirement to Report all Traffic Accidents. Motor vehicle accidents, regardless of the extent of damage or injury to any vehicle, property or person, will be reported immediately to 96 SFS. At no time will such report be made any later than 72 hours after the accident, unless personal injury precludes it.

A2.4.76. Persons Required to Remain at the Scene. Any person involved in an accident will immediately stop and, except as necessary to secure aid for any injured or to summon the security forces, will remain at the scene until released by investigating security forces.

A2.4.77. Moving Accident Vehicles Prohibited. Except where immediate action is required to assure the safety of approaching traffic, any vehicle involved in a motor vehicle accident will not be moved from the point of impact or from the place where it came to rest following the accident or until an investigating security forces member authorizes the vehicle to be moved.

A2.4.78. Unattended Motor Vehicle. No person driving or in charge of a motor vehicle will permit it to stand unattended without first stopping the engine, removing the key from the ignition, and effectively setting the brake. When the vehicle is standing unattended on any grade the front wheels will be turned to the curb or side of the roadway and the parking brake will be employed.

A2.4.79. Obstruction of Roads, Streets, and Parking Areas. It is unlawful for any person or persons to willfully obstruct or impede the free, convenient, and normal use of any road, street, or parking area.

A2.4.80. Restrictions of On-Base Sale of Vehicles, Boats, Jet Skis, Trailers, Campers and Motor Homes. The overt display of “For Sale” signs in or on any vehicle is prohibited when parked on the installation specifically for the purpose of displaying the vehicle.

A2.4.81. Individuals who wish to display privately owned vehicles for the purpose of sale will use the 96 FSS Resale Lot. Contact 96 FSS to complete required paperwork before placing a vehicle on this lot.

A2.4.81.1. Individuals who wish to display privately owned vehicles which are not used for daily transportation (to include, but not limited to, boats, jet skis, trailers, campers and motor homes) will use the Services Resale Lot. Base housing, dorm parking lots and installation parking lots will not be used to park and display these vehicles.

A2.4.81.2. Individuals who wish to sell privately owned vehicles that are used for daily transportation may display “For Sale” signs in vehicles when parked in base housing, dorm parking lots and installation parking lots. In this situation, the vehicle must not be displayed in a manner that increases its visibility, i.e., in a prominent parking space, such as on the side of the road or a parking space adjacent to the road.

**A2.5. Rules for motorcycles , motor scooters and mopeds (see also para. A2.4.28 and A2.4.29.1):**

A2.5.1. Operators must possess an operator’s license, restricted license, or learner's permit. No person under 15 years of age will operate a moped or motor scooter.

A2.5.1.1. Personnel who operate a motorcycle, motor scooter, or moped must successfully complete a Motorcycle Safety Foundation (MSF) approved course within 30 calendar days of completing in-processing, temporary registration or purchase of a motorcycle. A MSF course completion card is required for proof of course completion. Civilian motorcycle operators are required to complete a Motorcycle Safety Foundation IAW Florida State Statue 322.15(5) (a). Civilian employee training will not be tracked unless their position description (PD) requires the operation of a motorcycle.

A2.5.1.2. Every person operating a motorcycle, motor scooter or moped upon a roadway of Eglin AFB will be granted the rights and privileges and will be subject to the duties applicable to the driver of any other vehicle under this directive.

A2.5.1.3. A person operating a motorcycle, motor scooter or moped will ride only on the permanent and regular seat attached and the operator will not carry any other person unless such motorcycle is designed to carry more than one person.

A2.5.1.4. Individuals will ride a motorcycle, motor scooter or moped sitting astride the seat, facing forward, with one leg on each side of the motorcycle.

A2.5.1.5. Individuals will not operate a motorcycle, motor scooter, or moped while carrying any packages, bundles, or articles, which prevent keeping both hands on the handlebars.

A2.5.1.6. The operator of a motorcycle, motor scooter or moped will not overtake and pass in the same lane occupied by the vehicle being overtaken.

A2.5.2. Off-Road/Specialty/Utility Vehicles, ATVs, 4-Wheelers and Dirt Bikes. Vehicles designed for off-road use will be equipped with headlights, turn signals, and brake lights if driven on roadways or parking lots. Required safety equipment will be worn. These vehicles will only be authorized for military use and privately owned vehicles will not be operated on the roadways or parking lots at any time.

**A2.6. Vehicle Movement during Reveille/Retreat.** Upon hearing the playing of Reveille/Retreat over the public address system, vehicle operators with the exception of Eglin Blvd from East to West gate, will safely pull over to the side of the roadway or parking lot and come to a complete stop until Reveille/Retreat concludes.

**A2.7. Passing School Buses.** Motor vehicle operators must adhere to the following when approaching a stopped school bus from either direction that is receiving or discharging students:

A2.7.1. Stop before reaching the school bus when the bus is operating a visual signal.

A2.7.2. Drivers may not proceed until the school bus resumes motion, the vehicle operator is signaled by the bus driver to proceed, or the visual signal is no longer actuated.

Attachment 3 (Added)

RISK ASSESSMENT WORKSHEET

Show/Hide Help

DELIBERATE RISK ASSESSMENT WORKSHEET								
AGENCY DISCLOSURE NOTICE: Voluntary, however, failure to use may have a negative effect on mission effectiveness at all levels and lead to failure of preserving assets and safeguarding health and welfare.								
AUTHORITY: DoDI 6055.01, AFPD 90-8 and AFI 90-802. PRINCIPAL PURPOSE: Conduct a formal risk assessment and ensure the assessment is properly documented for future evaluation and reference. ROUTINE USES: Used to develop and enhance awareness and understanding of at-risk activities and behavior of personnel both on- and off-duty. SYSTEM OF RECORDS NOTICE: Not applicable.								
1. EVENT/MISSION/TASK OF RISK ASSESSMENT:								
A. EVENT DESCRIPTION Government Vehicle Other (GVO) and Low Speed Vehicle (LSV) Operation on Eglin Air Force Base					B. EVENT DATE			
2. PREPARED BY:								
A. LAST NAME, FIRST, MI Boggio, Edward V.			B. RANK/GRADE Civ / GS-11		C. DUTY TITLE/POSITION Safety & Occupational Health Specialist			
D. WORK EMAIL edward.boggio.2@us.af.mil			E. PHONE DSN/COMM 312-872-7350		F. UNIT 96th Test Wing			
G. UIC/CIN (as required)			H. TRAINING SUPPORT/LESSON PLAN OR OPORD (as required) Unit GVO/LSV Training Plans					
<b>Risk Assessment Matrix</b>  Catastrophic (Death, Loss of Asset, Mission Capability or Unit Readiness) Critical (Severe Injury or Damage, Significantly Exceeded Mission Capability or Unit Readiness) Moderate (Minor Injury or Damage, Degraded Mission Capability or Unit Readiness) Negligible (Minimal Injury or Damage, Little or No Mission Capability or Unit Readiness)		PROBABILITY Frequency of Occurrence Over Time A. Frequent (Constantly experienced) B. Likely (Will occur frequently) C. Occasional (Will occur several times) D. Seldom (Unlikely, can be expected to occur) E. Rarely (Unprobable, but possible to occur)						
		<b>RISK MANAGEMENT</b> 						
		Risk Assessment Levels EH=Extremely High, H=High, M=Medium, L=Low						
		I II III IV						
		I II III IV						
3. SUB-TASK/SUB-STEP AND RISK ASSESSMENT (Fields expand as needed. Add, Remove and Move Sub-Task/Steps with left side controls)								
#	A. SUB-TASK/SUB-STEP	B. HAZARD	C. INITIAL RISK LEVEL	D. CONTROL	E. HOW TO IMPLEMENT WHO WILL IMPLEMENT	F. RESIDUAL RISK LEVEL		
+	▲	1	Inspection	N/A	M (II, D)	Administrative: a. Inspect vehicle IAW manufacturer's instructions/owner's manual. b. Do not operate if safety items identified in owner's manual are inoperable or the vehicle is unserviceable.	How: Develop Employee Familiarization/Practical Training/Lesson Plan  Who: Owning Organization	L (IV, E)
-	▼							
+	▲	2	Maintenance/Serviceing	Lacerations, crush hazards	M (II, D)	Procedural: a. Owning Organizations shall provide resources to maintain/service the vehicle IAW manufacturer owner's manual. b. Only competently trained persons will service the vehicle. c. Maintenance performed by qualified technicians.	How: Local vendor or qualified maintenance technicians.  Who: Owning Organization	L (IV, E)
-	▼							
+	▲	3	Starting	Struck by/against, crush hazards	L (II, E)	Procedural: a. Apply parking brake. b. Put the gear shift lever in neutral position. c. Check the throttle pedal for proper operation.	How: Develop Employee Familiarization/Practical Training/Lesson Plan  Who: Owning Organization	L (IV, E)
-	▼							

#	A. SUB-TASK/SUB-STEP	B. HAZARD	C. INITIAL RISK LEVEL	D. CONTROL	E. HOW TO IMPLEMENT WHO WILL IMPLEMENT	F. RESIDUAL RISK LEVEL
4	Fueling	Fuel spills, fire, explosion hazards	H (I, D)	Procedural: a. Ensure engine is off. b. Fuel in a well ventilated area. c. Ensure the area is free from any source of static, flame, or sparks.	How: Develop Employee Familiarization/Practical Training/Lesson Plan  Who: Owning Organization	L (II, E)
5	General Operation	Struck by/against, crush, collision with fixed/moving objects, overturning/rollover	H (I, D)	Procedural/PPE: a. Commanders of geographically separated units will complete a risk assessment IAW DAFI 91-207. b. Manufacturer's recommended PPE is mandatory for operators and occupants to include use of seat belts/restraints for vehicles without Rollover Protection System (ROPS). Organizations will consider wear of manufacturer's recommended PPE for vehicles equipped with ROPS. c. Passenger travel will be limited to the number seats equipped with seat belts and restricted from riding in the vehicle bed. d. Utilize spotter if available or perform a walk around inspection if operator's vision is impaired. e. Train operators on various off-road terrain conditions and safely negotiate obstacles. f. Train operators how to negotiate hills and obstacles with correct speed, braking and path of travel. g. Vehicles equipped with off-road tires will limit use to non-traffic environments to the maximum extent possible and for mission essential tasks only. h. Vehicles operating on installation roadways will meet Section 320.01(41), Florida Statutes and 49 CFR Part 571, Federal Motor Vehicle Safety Standards. i. Use will be restricted to roadways with a posted speed limit of 35 mph unless coordinated with 96 TW/SEG and 96 SFS.	How: Develop Employee Familiarization/Practical Training/Lesson Plan  Who: Owning Organization	
6	Adverse Weather and Night Operations	Struck by/against, collision with fixed/moving object, physical injury due to slick road surfaces		Administrative: a. Vehicles have necessary safety equipment to be driven at night. b. Suspend use during adverse weather conditions. c. Refer to manufacturer instructions/owner's manual for adverse weather limitations.	How: Develop Employee Familiarization/Practical Training/Lesson Plan  Who: Owning Organization	



7	Loading/Unloading	Struck by/against, crush/pinch points, physical injury, rollover	M (II, D)	Procedural/PPE: a. Only haul with box trailer/sides. b. Approach loading ramp slowly. c. Set parking brake, strap down vehicle and observe vehicle load capacity (refer to owner's manual). e. Wear appropriate PPE for material handling. f. Use proper lifting techniques. g. Don't overload vehicle (refer to manufacturer's instructions/owner's manual).	How: Develop Employee Familiarization/Practical Training/Lesson Plan  Who: Owning Organization	L (III, E)
8	Towing Equipment	Struck by/against, crush/pinch points, physical injury, rollover	M (II, D)	Administrative: a. Only tow equipment if the vehicle is manufactured to do so.	How: Develop Employee Familiarization/Practical Training/Lesson Plan  Who: Owning Organization	L (III, E)

**G. COURSE OF ACTION**  
Owning organizations will develop a GVO/LSV specific lesson plan/training and accomplish training IAW DAF 24-series instructions/manuals and DAFI 91-207. Training shall be documented IAW DAFI 91-202. USR/VCO/VNCOs will serve as Points of Contact. 96 TW/SE will inspect owning organizations for compliance during the annual safety program assessment.

**H. OVERALL RISK LEVEL AFTER CONTROLS ARE IMPLEMENTED**  
MEDIUM (I-E; II-D; III-B&C; IV-A)

**I. PREPARER SIGNATURE**  
BOGGIO.EDWARD.V.1008449488  
Digitally signed by B OGGIO.EDWARD.V.1008449488  
Date: 2023.08.03 15:11:17 -0500

**4. ATTACHMENTS (Once the preparer has signed files can be viewed only)**

ADD ATTACHMENTS (Include supporting files and/or photos to create a complete electronic file)

Add File/Photo Remove File/Photo

Open File/Photo

**5. RISK ACCEPTANCE AUTHORITY (Once the approver has signed, the form will lock except "Risk Assessment Review" and "Feedback and Lessons Learned")**

**A. APPROVAL/DISAPPROVAL OF EVENT/MISSION**  
APPROVED

**B. APPROVER LAST NAME, FIRST, MI**  
GERAGHTY, JEFFREY T.

**C. RANK/GRADE**  
Brig Gen/O-7

**D. ADDITIONAL INFORMATION/APPROVER COMMENTS**

**E. DUTY TITLE/POSITION**  
Commander, 96th Test Wing

**F. APPROVER SIGNATURE**

**6. RISK ASSESSMENT REVIEW (To be conducted when Risk Assessment applies to on-going Operations/Activities)**

**A. DATE** **B. LAST NAME, FIRST, MI** **C. RANK/GRADE** **D. DUTY TITLE/POSITION**

**E. REVIEWER COMMENTS**

**7. FEEDBACK AND LESSONS LEARNED**

