

**BY ORDER OF THE COMMANDER
JOINT BASE ELMENDORF-
RICHARDSON**

**JOINT BASE ELMENDORF-
RICHARDSON INSTRUCTION 31-118**

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Incorporating Change 1, 21 DECEMBER 2017

Security



**MOTOR VEHICLE TRAFFIC
SUPERVISION PROGRAM**

COMPLIANCE WITH THIS INSTRUCTION IS MANDATORY

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This instruction implements AFPD 31-1, *Integrated Defense* and is used in conjunction with Joint Publication AR 190-5 and AFI 31-218, *Motor Vehicle Traffic Supervision*, and is based upon the Uniform Vehicle Code and Model Traffic Ordinance, and complies with the National Highway Safety Program Standards promulgated under the National Highway Safety Act of 1966. This traffic code assimilates, to the maximum extent possible, the Alaska statewide traffic code and the Municipality of Anchorage, Title 9, and vehicle and traffic codes. The provisions of this instruction apply to all personnel assigned, attached, or associated to the 673d Air Base Wing (673 ABW) and all other individuals, whether military or civilian, while upon any 673 ABW installation or property. This instruction establishes policies and procedures governing motor vehicle traffic supervision and registration requirements on Joint Base Elmendorf-Richardson (JBER). Compliance with this instruction cannot be waived. This publication may not be supplemented and no waivers may be granted for any part of the publication. Refer recommended changes and questions about this publication to the office of primary responsibility (OPR), using the AF Form 847, *Recommendation for Change of Publication*. Route the AF Form 847 through the appropriate chain of command. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). See **Attachment 1** for a Glossary of References and Supporting Information. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

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SUMMARY OF CHANGES

This interim change revises JBERI 31-118 by (1) changing the State of Alaska actions or the request for action to the state issuing the offender's driver's license. 673 SFS/S5PA will draft/send a DUI memorandum informing the State issuing the offender's license. (2) Updating Table 4.1. Safety, reflecting motorcycle riders are encouraged and not required to choose riding apparel as an upper garment that incorporate high visibility colors. Removed the requirement of wearing a backpack is authorized if it has high visibility and reflectivity of the rider's upper garment or have a reflective belt attached covering the exposed sides of the backpack. (3) Updating A3.1. Suspension/Revocation Guidelines. An asterisks (*) indicates newly revised material.

1. Introduction:

1.1. Program Management. To provide the safe and efficient movement of traffic on JBER, all statutes under Title 13, *Public Safety*, Alaska Administrative Code Title 28, *Motor Vehicle Laws of Alaska*, and Municipality of Anchorage Traffic Code are applicable to traffic on JBER, except as noted in this instruction.

1.2. Responsibilities. The Defense Force Commander (DFC) is responsible for the enforcement of all traffic laws and regulations, including applicable state and city laws, on JBER.

1.3. Delegation of Authority. The Commander, 673d Air Base Wing (673 ABW/CC) has delegated authority under this instruction to the Commander, 673d Mission Support Group (673 MSG/CC). The 673d Air Base Wing Staff Judge Advocate (673 ABW/SJA) maintains the letter of delegation.

2. Driving Privileges:

2.1. **Requirements for Driving Privileges.** Driving a Government Motor Vehicle (GMV) or Privately Owned Vehicle (POV) on JBER is a privilege granted by the 673 ABW/CC. Accordingly, you must comply with the laws and instructions governing motor vehicle operation on the installation. Everyone operating a motor vehicle must maintain in their vehicle and produce, upon request from the Security Forces (SF) or contract guard, the following:

2.1.1. Proof of ownership or registration of the vehicle.

2.1.2. A valid state driver's license and/or AF Form 2293, *US Air Force Motor Vehicle Operator Identification Card* (if operating a GMV), supported by a Department of Defense (DoD) military identification card. **NOTE:** Must not be under suspension or revocation in any State.

2.1.3. Regulatory permits or other pertinent documents relative to shipping and transportation of special cargo.

2.1.4. Documents that establish identification and status of cargo or occupants, when appropriate.

2.1.5. Proof of current vehicle insurance. Proof is defined as physical documentation describing the insured vehicle by vehicle identification number (VIN) or license plate number, the name of the company providing coverage, a policy identification number, and the valid dates of coverage.

2.2. **Stopping and Inspecting Personnel or Vehicles.** SF may stop vehicles on JBER when violations of this instruction and/or other local or state laws are witnessed based on 673 ABW/CC authority.

2.2.1. SF may conduct examinations of vehicles/property entering or exiting the installation. These checks are commonly referred to as Base Entry Point Checks or Random Anti-Terrorism Measures. Searches of rental vehicles used for official military duties in lieu of government vehicles, and contractor/delivery company vehicles allowed entry through established procedures are authorized in accordance with AFI 31-101, *Integrated Defense*.

2.2.2. On-base traffic stops of POVs/GMVs are authorized when there is reasonable basis to believe it's necessary to enforce a traffic regulation or when there is suspicion of criminal activity.

2.3. Implied Consent to Blood, Breath, or Urine Tests. A person who operates or drives a motor vehicle on JBER will be considered to have given consent to a chemical test of his/her blood or breath for the purpose of determining the blood alcohol content, if they are suspected of operating a motor vehicle while intoxicated. Operators will also submit to a blood or urine test for any illegal narcotics, if requested. The primary testing method for all personnel will be breath, subject to availability of a certified machine and operator. Test by blood will be offered in the absence of a certified machine and operator. Refusal to submit to a chemical test of blood or breath will result in revocation of installation driving privileges. A 12-month revocation will be imposed, regardless of the outcome or findings of administrative or court-martial proceedings.

2.4. Implied Consent to Vehicle Impoundment. A person who operates or drives a motor vehicle on JBER will be considered to have given consent to the removal and temporary impoundment of their POV if their POV is: interfering with traffic, threatens public safety, involved in criminal activity, contains evidence of criminal activity, stolen, abandoned, interfering with military operations, left unattended in a restricted or controlled area, or has multiple offenses of outdated administrative paperwork.

2.5. Suspension or Revocation of on-base Driving Privileges. The 673 MSG/CC is the installation commander's designated representative concerning suspension and revocation actions. Suspension and revocation actions apply to both private and government vehicles, regardless of the type of vehicle operated for which action was taken. The 673 MSG/CC may also suspend or revoke an individual's installation driving privileges for offenses not listed by instruction or regulation.

2.5.1. Driving privileges are usually suspended when other measures fail to improve a driver's performance. Measures shall include counseling, remedial drivers training, and defensive driver training programs. Driving privileges may also be suspended for up to 6 months if the driver continually violates installation parking regulations. The 673 MSG/CC determines standards for suspension based on frequency of parking violations.

2.5.2. Vehicle operators who are suspected of having committed an offense warranting suspension or revocation will be cited for the offense and informed that suspension/revocation action will be pursued. When such violations do not warrant immediate suspensions, violators will be instructed to contact 673 SFS/Reports and Analysis (S5PA) on the second duty day following the issuance of the citation. S5PA will initiate the suspension/revocation process.

2.5.3. Unit/CCs or staff agency directors may request suspension/revocation action of on-base driving privileges for a military or civilian employee. Requests will be made, in writing, to the 673 MSG/CC through the 673 SFS/S5PA.

2.5.4. When notified of an off-base driving under the influence or driving while intoxicated (DUI/DWI) incident involving active duty personnel, the Base Defense Operations Center (BDOC) will notify the offender's first sergeant or commander. Pertinent information will be recorded in the SF blotter. The 673 SFS/S5PA will initiate a request for suspension of the member's installation driving privileges once reliable evidence of the offense is obtained. Reliable evidence includes off-base military or civilian police arrest reports, chemical test results, refusal to consent to complete chemical testing, videotapes and other pertinent evidence. Units learning of a military member's arrest or incarceration for a DWI or DUI charge are required to contact the BDOC at 552-4444/3421.

2.6. **Reciprocal Procedures.** The 673 MSG/CC will honor revocations issued by other installations, regardless of service component affiliation. The 673 MSG/CC will honor suspensions on a case by case basis. Anyone may petition 673 MSG/CC for partial or limited driving privileges.

2.7. **Administrative Due Process for Suspensions and Revocations.** Appeal of an administrative revocation or suspension and rebuttal of a DD Form 1408, *Armed Forces Traffic Ticket*, must be submitted as follows:

2.7.1. Refer to AFI 31-218, paragraph 2.6, for administrative process.

2.7.2. Military personnel and government civilian employees may appeal revocations or suspensions in writing to 673 MSG/CC through their unit commander and 673 SFS/SFPA. Appeals must arrive at 673 SFS/S5PA within 14 calendar days after receipt of the revocation/suspension. Restricted privileges may be requested at any time during the suspension/revocation period.

2.7.3. Non-affiliated civilians, contractors, and military family members may appeal revocations, suspensions or request restricted driving privileges in writing to 673 MSG/CC through 673 SFS/SFPA.

2.7.4. Military personnel and government civilian employees may submit requests for restricted GMV or POV privileges through their unit commander and 673 SFS/S5PA, to 673 MSG/CC.

2.7.5. Refer to AFMAN 31-116, *Air Force Motor Vehicle Traffic Supervision*, paragraph 5.1 through 5.2, for a listing of the traffic points system and offenses related to suspension/ revocation of driving privileges. Use of the point system is mandatory.

2.8. **Restoration of Driving Privileges on Acquittal.** When an official report or finding determines lack of guilt or charges are dismissed or reduced to an offense not amounting to intoxicated driving, the suspension of the individual's driving privileges will be vacated, unless the preliminary suspension was based on refusal to submit to chemical tests. The revocation resulted from a breath alcohol content (BrAC) or blood alcohol content (BAC) of 0.08 or higher, or the operator was driving or in physical control of a motor vehicle while under another revocation or suspension. A driver is in physical control when in position to control the motor vehicle, whether to regulate or restrain its operation or movement. **FOR EXAMPLE**, sitting in a parked car behind the steering wheel, keeping it in restraint or in a position to control its movement is considered "in physical control." For exemptions refer to AFI 31-218, paragraph 2.9.

2.9. **Restricted Driving Privileges or Probation.** The 673 MSG/CC may authorize partial or restricted driving privileges to those whose authority to drive on military installations was suspended or revoked by a military service authority. The 673 MSG/CC will ensure the individual still has valid civilian driving credentials. Reference AFI 31-218, paragraph 2-10 and this instruction, for the appeal process.

2.10. **Extensions of Suspensions and Revocations.** Any individual found driving or in physical control of a motor vehicle while under revocation or suspension will have 2 years added to the termination date of their original revocation or suspension. In addition, administrative action may be initiated based on the commission of any traffic, criminal, or military offenses; for example, active duty military personnel driving on the installation in violation of a lawful order. **NOTE:** In accordance with AFI 31-218, Table 5-1, Army Soldiers caught driving while driver's license or installation driving privileges are under suspension or revocation will lose on-base driving privileges for five years, while everyone else will be for 2 years.

2.11. **Reciprocal State-Military Action.** Upon order of revocation or suspension of an individual's installation driving privileges by the 673 MSG/CC for an intoxicated driving incident, 673 SFS/S5PA will notify the Alaska Department of Motor Vehicles of the revocation or suspension via Alaska State Form DMV 446A, *Notice and order of Revocation/ Disqualification*. 673 SFS/S5PA will draft/send a DUI memorandum informing the State issuing the offender's driver's license. Alaska State Form DMV 453A, *Under 21 Violations-Notice and Order of Revocation* will be used to document any incident involving a military member's underage consumption of alcohol, regardless of the amount of intoxication or influence, and will be processed in the same fashion as the DMV 446A.

2.12. **Reinstatement of Driving Privileges.** Refer to AFI 31-218, *Motor Vehicle Traffic Supervision*, for reinstatement of suspensions or revocations.

3. Motor Vehicle Registration:

3.1. **Registration Policy.** All persons operating motor vehicles entering JBER must ensure their vehicles have a valid state registration. License plates will be kept free of dirt, snow, or other road film hindering identification of the vehicle (including tinted covers). Vehicles parked or operated on the installation must display current state license plates. **EXCEPTION:** Vehicles parked at the Auto Hobby Shop awaiting parts or under construction and vehicles parked in any base recreational vehicle (RV) storage lot are exempt from this requirement.

3.2. **Defense Biometric Identification System (DBIDS).** Locally issued identification DBIDS or the AF Form 75, *Installation Visitor Pass*, will be used to identify personnel requesting access to JBER on a temporary basis. Visitors must show proof of items required in paragraph 2.1, this instruction, to receive an AF Form 75. AF Forms 75 are obtained at the Boniface Gate Visitor Control Center (VCC) or the JBER-Richardson Gate VCC. After hours, AF Forms 75 will be issued by the Boniface or JBER-Richardson Gate Entry Controller.

4. Traffic Planning and Codes:

4.1. **Traffic Planning.** Refer to AFI 31-218, paragraph [4.1](#).

4.2. Installation Traffic Code:

4.2.1. Speed Limits.

4.2.1.1. No person will drive a vehicle at a speed greater than the posted speed limit. Drivers will reduce speed to a reasonable and prudent level under existing weather, road, and traffic conditions with regard for actual and potential hazards.

4.2.1.2. The speed limit on JBER is 25 miles per hour (mph), unless otherwise posted.

4.2.1.3. An operator may not drive at a slow speed as to impede the normal flow of traffic.

4.2.1.4. Current road conditions will be determined by a color coded system. All POV/GMV operators on JBER will comply with the speed limits applicable to the posted road condition. Operation of POVs will not be restricted during Road Condition Black (provided the roads remain open), but POV operators will comply with the 10 mph speed reduction.

4.2.2. Traffic Offenses. Refer to [Attachment 2](#), this instruction, Alaska Administrative Code and State of Alaska Statutes Title 28, for a list of traffic offenses enforceable on JBER. Also refer to [Attachment 3](#), this instruction, Suspension/Revocation Guidelines, for a list of assessments for violations.

4.2.3. Use of Radar/Laser Detection Devices. The use of radar/laser detection devices to indicate the presence of speed recording instruments, or to transmit simulated erroneous speeds, is prohibited.

4.2.4. Supplemental Installation Traffic Code Provisions.

4.2.4.1. Motorcycles and mopeds.

4.2.4.1.1. For the purpose of this instruction, motorcycles include any motor driven cycle. Active duty motorcycle operators must attend an approved motorcycle safety course. Motorcycles may be operated on base during road condition GREEN. **NOTE:** No operation of motor driven cycle will be authorized on the installation during the winter months for safety concerns. Operating a motorcycle on base during road condition AMBER, RED, or BLACK is prohibited. **NOTE:** Lightweight motorized scooters (GO-Peds or similar machines) are prohibited from night time operation on installation roadways unless equipped with a headlight, tail light, and turn signals. Lightweight motorized scooter operators are required to wear reflective vests with a minimum of 138 square inches of reflective material. Motorized scooters, pocket bikes, or any other motor vehicle designed as a toy and not specifically approved by the US Department of Transportation (DOT) for use on public roads **MAY NOT** be operated on any JBER roadway. The burden of proof of DOT approval lies with the operator/sponsor.

4.2.4.1.2. Segway's ® are only authorized for warehouse (inside and outside) use. They are strictly prohibited from use on sidewalks, parking lots, and roadways, in accordance with AFI 91-207/PACAF Sup 1, *Traffic Safety Program*. Likewise, all operators are required to wear approved Consumer Product Safety Commission (CPSC), American National Standard Institute (ANSI), or Snell Motor Foundation ® helmets.

4.2.4.1.3. Motorcycle registrations must comply with requirements under paragraph 2.1, this instruction. Operators must possess a motorcycle endorsement on their valid driver's license and active duty personnel must have a Motorcycle Safety Foundation Course (MSFC) completion certificate/card issued by a DoD-approved instructor.

4.2.4.1.4. Motorcyclists and/or passengers will not be granted access to the base unless they are wearing all required personal protective equipment (PPE). Safety requirements for motorcycle, ATV and snow machine operation on the installation and for Air Force personnel off the installation include the following (refer to AFI 91-207, *The US Air Force Traffic Safety Program*, paragraph 3.4.2, and PACAF SUP 1, paragraph 3.4.2.4.).

Table 1. Safety.

A helmet designed to meet or exceed DoT standards, worn and properly fastened below the chin.
Impact resistant goggles, wrap around glasses, or full face shield on the helmet that meets or exceeds ANSI ratings. A windshield does not constitute proper eye protection.
Long sleeve shirt or jacket and long trousers.
Full fingered gloves (non-slip type to permit a firm grip of controls).
Motorcycle riders are encouraged to choose riding apparel as upper garments that incorporate high visibility colors (for example, fluorescent yellow-green, fluorescent orange-red or fluorescent red, etc.) during the day and a retro-reflective upper garment during the night. Outer upper garment will be visible and not covered.
Sturdy over the ankle footwear that affords protection for the feet and ankles (durable athletic shoes that cover the ankles may be worn).

Table 2. Equipment Requirements

Mirrors. Motorcycles will have both left and right rear view mirrors mounted on the handlebar or fairing.
Headlight. Headlight must be on whenever motorcycle is in motion.

4.2.4.2. Restraint Systems:

4.2.4.2.1. The 673 SFS/S5PA will ensure Security Forces Management Information System (SFMIS) and/or AF Form 1313, *Driver Record*, are appropriately annotated when seat belt and other PPE violations are identified.

4.2.4.2.2. All non-use of occupant protective devices (for example, seat belts and motorcycle PPE) will be enforced as a primary traffic violation; these violations alone are justification for traffic stop and grounds for citation.

4.2.4.2.3. DD Form 1408, *Armed Forces Traffic Citation*, will be issued to all active duty violators with a requirement for the violator to notify his/her commander/first sergeant within 24 hours. Upon receipt of the DD Form 1408 the 673 MSG/CC will suspend driving privileges immediately in accordance with the driving privilege suspension listed in [Attachment 3](#), this instruction. SFMIS and/or AF Form 1313 will be appropriately annotated to reflect suspension. Commanders will ensure the member is afforded due legal process as outlined in AFI 31-218, paragraph [2.7](#).

4.2.4.2.4. Safety Belts. All military personnel and civilians operating motor vehicles on JBER will wear safety belts. Except as provided in [Table 3](#), this instruction, a driver may not transport a child under the age of 16 in a motor vehicle unless the driver has provided the required safety device and properly secured each child as described in this subsection.

4.2.4.2.4.1. If the child is less than one year of age or weighs less than 20 pounds ensure they are properly secured in a rear-facing child safety seat that meets or exceeds the standards of the United States Department of Transportation (DOT). The child safety seat will be used in accordance with the manufacturer's instructions.

4.2.4.2.4.2. Children between one and five years of age who weigh 20 pounds or more, will be properly secured in a child restraint device that meets or exceeds the standards of the United States DOT and is used in accordance with the manufacturer's instructions.

4.2.4.2.4.3. Children between four and eight years of age and weigh between 20 and 65 pounds and are less than 57 inches will be properly secured in a booster seat that is secured by a seat belt system or by another child passenger restraint system. The system or seat must meet or exceed the standards of the United States DOT and will be used in accordance with the manufacturer's instructions.

4.2.4.2.4.4. Children over four years of age and exceed the height or weight requirements in [Table 4.3](#). will be properly secured in a seat belt.

4.2.4.2.4.5. Children eight years of age but less than 16 years of age who do not exceed the height and weight requirements in [Table 3](#), this instruction, will be properly secured in a child safety device approved for a child of that age/size by the United States DOT or in a safety belt.

4.2.4.2.4.6. The seat must be properly secured/fastened using the vehicle's restraint system. Children between 4 and 7 must be in a restraint or a safety seat belt. Two vehicle occupants may not use one seatbelt by sitting side-by-side or one on another's lap. The vehicle operator is responsible for all passengers to be restrained.

Table 3. Age and Weight Chart

	Infants less than 1 year of age	Toddlers at least 1 or less than 5 year of age	Children over 4 but less than 8 years of age
Weight	Up to 20-35lbs	20lbs	More than 20lbs but less than 65lbs
Type	Infant only or rear-facing convertible	Forward-facing or convertible	Booster seat or higher weight car seat
Direction	Rear-facing Only	Forward-facing	Forward-facing
Notes	Harness straps at or below shoulder level	Harness straps at or above shoulders	Booster used with lap and shoulder belt

4.2.4.2.5. Operators refusing to wear a safety belt after being advised that wear is mandatory will be denied entry to the installation at any entry gate.

4.2.4.2.6. SF will ticket all non-active duty personnel for safety belt violations on DD Form 1805, *United States District Court Violation Notice*.

4.2.4.3. Headphones and Earphones. No person may wear headphones, earphones, cellular phones, iPods ®, or other listening and entertaining devices (including those with single ear-pieces or non-ear-bud external speakers) while driving, walking, jogging, riding a bicycle, skateboarding or rollerblading on any street, roadway or other surface (including parking lots and road shoulders) specifically engineered for motorized vehicles. **EXCEPTIONS:** Sidewalks, improved or unimproved running paths/trails, or other similar recreational areas not intended for motorized vehicle use are not subject to this requirement. Cell phones utilizing a hands-free devices and motorcycle helmet intercom systems designed to provide communication between a motorcycle operator and passenger are authorized.

4.2.5. Off-installation violations (for example, use of cell phone while operating GMV without a hands free device) of this traffic code will result in administrative actions only against service members.

4.2.6. Traffic offenses listed in state of Alaska Statutes, Title 28, are enforceable on JBER under the authority of Section 13, Title 18, and US Code.

4.2.7. Off-road vehicles usage:

4.2.7.1. All-Terrain Vehicles (ATV) and snow machine information, operation, and authorized areas.

4.2.7.1.1. Permits and Registration. Assigned personnel operating ATVs or snow machines on the installation trail system must obtain an iSportsman permit through <http://jber.isportsman.net> website. In addition, all ATVs/snow machines are required to be insured and registered with the state of Alaska. Riders will be issued a \$50 dollar fine for ATVs/snow machines that are not registered with the state of Alaska. Riders must also attend a onetime hands-on

training course. In accordance with AFI 91-207, ATV operators on JBER must have proof of training such as MSF, Specialty Vehicle Institute of America (SVIA) course before operating on the range.

4.2.7.1.2. Operation Procedures for ATVs/Snow machines. Operation on JBER is permitted in designated areas only. Information may be obtained on the iSportsman website. Visitors may operate ATVs/snow machines on JBER when accompanied by a qualified permit holder, who accepts responsibility for persons in the group. During summer months, ATVs must be transported (not ridden) to and from authorized areas, as designated by Base Natural Resources Office. Snow machines may travel through housing areas only on JBER-E by the most direct route to the nearest trail. Speed will not exceed 10 mph. Snow machine operation is permitted from 0600-2200 daily. Operation of ATVs or snow machines, specifically designed for youth, is permitted when accompanied by a qualified and knowledgeable person over 16 years of age. The youth must be in plain sight. Snow machine operation prior to the accumulation of a sufficient depth of snow (12 inches) and operation on frozen lakes (until the ice is 6 inches thick) is prohibited. The Base Natural Resources Office will open trails and lakes as instructed by 673 MSG/CC.

Table 4. Prohibited Areas

PROHIBITED AREAS
Housing areas and main base (restricted to authorized trails reached by the most direct route) specifically including, but not limited to:
Taxiways and runways, sidewalks and seeded areas, playgrounds and picnic areas
The 381 IS antenna farm adjacent to 46th Street
Gasoline storage areas in the area of 46th Street and Airlifter Drive
Munitions storage area north of Six-Mile Lake on 46th Street
In any restricted or controlled area on the installation
Within 50 feet of any static display aircraft
Family Camp area, Base gas stations and the Burger King drive-through
Army Air Force Exchange Services AAFES facility/shoppette parking lots

4.2.7.1.3. Required Individual Safety Equipment for ATVs/Snow Machines. All operators and passengers must wear protective devices as described in paragraph 4.2.4.1.4 and Table 1, this instruction.

4.2.7.1.4. Safety Requirements. ATVs and snow machines will have an operational headlamp and tail light and be equipped with a throttle, which when released by hand, will return the engine speed to idle. All off-road vehicles must have an effective muffler system to reduce noise.

4.2.7.1.5. **Snow Machine/ATV Storage.** All personnel residing on JBER, who own snow machines, will store snow machines in their garages, in an approved 673 FSS RV storage lot, or in an off-base storage facility. Temporary parking of snow machines is permitted on paved surfaces in the base dormitory/family housing areas for periods not to exceed 48 hours for maintenance and to load/unload before or after trips. ATVs or snow machines will not be parked or stored on the lawns.

4.2.7.1.6. **Protection of Wildlife and Natural Resources.** No one, while operating an ATV/snow machine within the limits of JBER, will willfully destroy natural resources or harass wildlife. Riding an ATV through lakes, streams, or wetlands is prohibited.

4.2.7.1.7. **Areas Posted as Prohibited.** No one will operate their ATV/snow machine in areas posted with signs stating "No Snowmobiling," "No ATVs or snow machines," "Trail Closed," or "Motorized Vehicles Prohibited."

4.2.7.1.8. **Specially equipped ATVs in housing areas.** ATVs equipped with snow removal equipment may be operated in the family housing areas specifically for snow removal only.

4.3. **Traffic Law Enforcement Principles.** No person will willfully fail or refuse to comply with any lawful order or direction of any traffic enforcement officials or persons directed by security forces to control traffic.

4.3.1. **Prohibited Practices:**

4.3.1.1. **Eluding an Enforcement Official.** Any driver of a motor vehicle who willfully fails or refuses to bring his/her vehicle to a stop or who otherwise flees or attempts to elude pursuing security forces vehicles will be cited, detained, and/or apprehended. The emergency signals given by the enforcement official may be by hand, voice, whistle, emergency light, or siren. Military members will be apprehended for a violation of Article 92/Failure to Obey Order or Regulation. A SFMIS Report will be accomplished detailing the nature of the offense (for both civilian and military offenders). Military members will be released to unit CC/First Sergeant and civilian personnel to their employer/ supervisor/sponsor. Vendors or contractors whose supervisor is not readily available will be escorted from the installation upon completion of required paperwork.

4.3.1.2. **Eluding Traffic Control Devices.** It's unlawful for any person to drive through parking lots or other areas to elude specific traffic control devices, to include signs, stanchions, and persons controlling traffic, unless directed to do so.

4.3.1.3. **Crossing Fire Hose.** Vehicle operators will not drive over an unprotected fire hose laid down on any roadway during an emergency response, unless directed to cross by SF or fire department personnel.

4.3.1.4. **Driving in Prohibited Areas.** Operators will not drive vehicles in areas prohibited by this traffic code, or in areas specifically identified in this section. The driver of a motor vehicle will not drive through an area that is posted, marked, or barricaded by means of barriers, traffic cones, or signs.

4.3.1.5. **Limitations on Backing.** A GMV operator will not back a vehicle unless such a movement can be made safely. When backing vehicles with limited vision to the rear, a spotter will be used. If no spotter is available, the operator, prior to backing, will visually check the area in which the vehicle will be backed. A GMV operator will sound the horn in addition to other measures in this paragraph.

4.3.1.6. **Overtaking and Passing Foot Troops.** All drivers will yield the right-of-way to all formations of foot troops marching on a street or roadway on JBER.

4.3.1.6.1. If overtaking a formation going in the same direction, the operator will not pass the formation until signaled or motioned by the troop commander. The maximum speed while passing troops using the roadway (from any direction) is 10 mph. Drivers are responsible to obey posted 15 mph physical training (PT) zones and be cognizant of their times.

4.3.1.6.2. When meeting a formation going in the opposite direction, the operator will reduce speed and pass with caution.

4.3.1.7. Yield to pedestrians who are in marked areas designated as crosswalks.

4.3.1.8. **Authorized Exceptions:**

4.3.1.8.1. The driver of an authorized emergency vehicle, when responding to a dispatch, or SF vehicle in the pursuit of a suspected violator of the law, may within reason and with due regard for the safety of all persons, exercise the following privileges only when using authorized visual and audible signals.

4.3.1.8.2. Authorized emergency vehicles may park or stand, irrespective of the provisions of this traffic code, provided they do not create a traffic hazard and the parking is for official reasons.

4.3.1.8.3. Authorized emergency vehicles may proceed past a red light, stop signal, or stop sign only after using all emergency lights and sirens. Emergency vehicles must not assume they have the right of way and are responsible to proceed only when safe to do so.

4.3.1.8.4. Authorized emergency vehicles may exceed the maximum speed limits, as long as this does not endanger life or property and is limited to **Code 3** responses (potential life or death situations).

4.3.1.8.5. Authorized emergency vehicles may disregard regulations governing direction of travel or turning in specified directions as long as these actions do not needlessly or unduly endanger life or property.

4.3.2. **Open Container.** No person may drive a vehicle with an open container of an alcoholic beverage in the passenger compartment of the vehicle.

4.3.3. **Unattended Vehicles:**

4.3.3.1. No vehicle operator will park a vehicle or motorcycle without first stopping the engine, locking the ignition, and removing the key. **EXCEPTION:** Emergency equipped vehicles may be left running unattended when emergency equipment is operating and needed to maintain power for accessories.

4.3.3.2. During winter periods, vehicles may be left running unoccupied for no more than 15 minutes to warm up the engine prior to operating. Vehicles should have a properly installed remote start device which disables the vehicle when the key is not in the ignition if someone attempts to tamper with it. Operators are responsible for safety and security of vehicles (vehicle must be locked). Vehicle operators are prohibited from leaving a vehicle running while entering a facility to conduct business (for example, stopping at the Commissary or Joint Military Mall to shop or dropping off mail at the Post Office or picking up/dropping off personnel at base schools or Child Development Centers (CDC)).

4.3.3.3. Unattended Children in vehicles:

4.3.3.3.1. Children under 12 years of age will not be left unattended in a running motor vehicle.

4.3.3.3.2. Children over the age of 6 years of age will not be left unattended in vehicles that are not running during periods of severe weather or under any conditions for periods that exceed 15 minutes.

4.3.3.3.3. Children under 5 years of age **WILL NEVER BE LEFT UNATTENDED IN A VEHICLE.**

4.3.4. **Unattended Vehicles.** Vehicles will not be left unattended on jacks. Vehicles that must have wheels removed for extended periods of repair or vehicle maintenance will be lowered onto jack stands and have other wheels chocked.

4.3.5. **Safe Operation of Vehicle:**

4.3.5.1. No person will operate a vehicle with more occupants than available restraint devices. No person will be permitted to operate a POV or GMV with personnel in the cargo area (for example, truck bed, trunk, and so forth) of the vehicle.

4.3.5.2. Any motor vehicle carrying a payload which hinders the steering, braking or stability of a vehicle will not be operated on JBER.

4.3.5.3. Animals in uncovered vehicles must be tethered to prohibit the animal from exiting the vehicle while in motion.

4.3.5.4. All limbs and/or body parts should remain inside the vehicle at all times when in motion. **NOTE:** Hanging your arm out the window while driving is appropriate, as it may be required to provide a physical turning indication. It's the driver's responsibility to ensure all occupants comply with this paragraph.

4.3.5.5. All vehicles must be maintained in a mechanically safe condition. Vehicles found to be unsafe will not be operated. Owners must contact a towing company to remove an unsafe vehicle to a vehicle maintenance location (Auto Hobby Shop or off-base repair shop). If the vehicle is not removed, the operator will be cited for the offense and have 72 hours to fix the condition. If proof of correction is provided to the BDOC, the citation may be voided and forwarded to 673 SFS/SFPA.

4.3.5.6. Any motor vehicle towed by another vehicle must be coupled to its towing vehicle by means of a rigid towing device, in addition to the regular hitch or coupling. No additional connecting device may contain more slack than is necessary to permit proper turning of the vehicles connected, and the additional connecting safety devices must be connected to both the towing and the towed vehicles and to the drawbar or other rigid connecting device in a manner which will prevent the drawbar or other rigid connecting device from dropping to the ground in the event of its failure. The additional safety devices must be of sufficient strength to retain control of the towed vehicle in the event of failure of the rigid connecting device. The drawbar may not exceed 15 feet in length from one vehicle to the other. There must be displayed upon the connection a white flag or cloth at least 12 inches square (ref: 13 AAC 04.275).

4.3.5.7. Vehicles must have fenders, mud flaps or other anti-spray device to prevent the vehicle from being a hazard to other vehicles.

4.3.6. Driving With Obstructed Vision or Safety/Warning Lights. No operator will operate a vehicle without first clearing all windows, front, side, and rear of all obstructions. Operators will also clear obstructions, snow, ice, and dirt from all headlights, safety lamps, warning lights, and license plates. Vehicles which are not cargo vehicles will not be loaded so as to restrict visibility to the rear. Tinted license plate covers or tinted light covers may not be used on JBER. Clear covers are authorized as long as the plate is clearly visible. Scratched or faded plate covers are not authorized.

4.3.7. Headlight Requirements. Headlights will be used 30 minutes prior to sunset until 30 minutes after sunrise, and when visibility is reduced. The use of parking lights, when a vehicle is in motion during reduced visibility/hours of darkness is only allowed while vehicles are entering installation entry control points.

4.3.8. Extended Bumpers. POVs having extended bumpers to accommodate cab-over campers will not exceed a length of 18 inches when the camper is dismounted from the vehicle. Those bumpers, which cannot be shortened to 18 inches, will display two red lights activated by tail and brake lights. Rear turn signals must be visible from a distance of at least 150 feet. In addition, one reflector must be mounted on each side of the bumper to call attention to the extended length.

4.3.9. Cellular Phone Use. Use of cellular phones while operating a motor vehicle is prohibited at all times, unless the vehicle is safely parked or unless vehicle operator uses a hands-free device. The wearing of any other portable headphones, earphones, or other listening devices (except for hands-free cellular phone devices), while operating a motor vehicle is prohibited. Use of those devices impairs driving and masks or prevents recognition of emergency signals, alarms, announcements, the approach of vehicles, and human speech.

4.3.10. Vehicle Accessory Deficiencies. Persons will not operate a vehicle on JBER that does not comply with state of Alaska, Air Force, or DoD safety requirements. All safety devices (lights, brakes, emergency brake, turn indicators, back-up indicators, seatbelts, and horn) installed by the vehicle manufacturer, must be operational.

- 4.3.10.1. All individuals cited for defective safety equipment may have up to 14 calendar days to report to 673 SFS/S5PA with the citation to verify the defect has been corrected. After 14 calendar days, persons issued a DD Form 1805 will pay the fine or appear at their designated court date to show the deficiency has been corrected. Persons issued a DD Form 1408 who do not report within 14 calendar days, will be subject to a request for command action and the assessment of traffic points, when warranted. Uncorrected deficiencies will result in the vehicle not being permitted to operate on the installation and the operator subject to further administrative or punitive action.
- 4.3.10.2. Unsafe or defective vehicles identified as causing a vehicle accident, will result in the suspension of the vehicle operator's base driving privileges for 6 months.
- 4.4. Speed Measuring Devices/Traffic Stops.** SF are authorized to use laser radar (LIDAR), conventional Doppler radar, and vehicle pace methods to measure vehicle speeds. SF is not required to show the individual the measured speed result on the LIDAR or radar. When vehicle operators are signaled to pull over, they will pull over to the curb or outermost edge of the roadway in a safe manner and come to a complete stop. The vehicle operator must put the vehicle in park, set the emergency brake, and comply with any additional verbal SF instructions.
- 4.5. Installation Law Enforcement Personnel.** Must make detailed investigations of accidents described below:
- 4.5.1. Accidents involving Government vehicles or Government property on the installation.
- 4.5.2. Any POV accidents on the installation involving a fatality, personal injury, or when a POV is inoperable as a result of an accident that occurred on JBER is considered a major accident. An accident will not be deemed a major accident based solely on the cost of damage. Accidents determined as minor will be recorded via the 673 SFS Minor Vehicle Accident Worksheet. Information will be exchanged between all parties involved and a blotter entry will be made. Accident investigators may impound a motor vehicle pending further investigation upon 673 MSG/CC approval.
- 4.6. Traffic Accident Investigation Reports.** The traffic accident investigator will complete the AF Form 1315 within 72 hours, unless granted an extension by the Security Forces Operations (SFO) Superintendent.
- 4.6.1. Vehicle operators involved in a traffic accident will immediately notify the BDOC.
- 4.6.2. Vehicle operators involved in a minor traffic accident (see [Attachment 4](#)) will exchange information at the scene of the accident. If the accident is minor in nature, drivers may opt to exchange information and handle it amongst themselves. Operators are not required to report the accident to BDOC when an SF patrolman responds to the accident scene.

4.6.3. If the operator of a vehicle strikes an unattended vehicle they must attempt to contact the owner of the unattended vehicle. The operator is required to leave a note (containing contact information), in a conspicuous location on the unattended vehicle, prior to attempting to locate the owner. If the operator is unable to locate the owner, he or she will contact the BDOC and await the arrival of SF patrols. If the operator successfully locates the owner of the vehicle, refer to paragraph 4.6.2, of this instruction.

4.6.4. When a driver of a vehicle is physically incapable of giving immediate notice of an accident and there is an individual in the vehicle at the time capable of doing so, that person will notify the BDOC immediately.

4.7. **Use of Traffic Accident Investigation Report Data.** Copies of AF Forms 1315 will be provided upon request to 673 SFS/SFPA. Copies of reports will be available approximately one week after the date of the accident. Accident investigators will annotate seat belt usage and air bag deployment (if applicable), and should include insurance company and policy numbers on the AF Form 1315.

4.8. **Parking.** Vehicles will not be parked in areas marked or designated as reserved parking, or where it is prohibited by signs, markings on the pavement or adjacent curb, or other provisions of this code.

4.8.1. No person will stop, stand, or park a vehicle, unless necessary to avoid other traffic or comply with the directions of an enforcement official, in any of the following places listed in **Tables 5. and 6,** this instruction.

Table 5. Parking

DO NOT PARK WITHIN	LOCATIONS/SITUATIONS
50 Feet	Hangar, ammunition/fuel storage areas, except in designated parking spaces.
30 Feet	Of approach side of a flashing signal, stop sign, yield sign or traffic control signal located at the side of roadway
20 Feet	Crosswalks.
15 Feet	Trash containers. Furnace room/building exit (except for loading/unloading. Fire hydrant/US Post Office mailboxes).
10 Feet	Buildings/structures (except in designated parking spaces).

Table 6. No Parking

NO PARKING	
	Opposite the flow of traffic.
	Inside buildings that are not motor pools or vehicle warm storage buildings (GMVs only).
	On or along public roadways or non-residential parking lots for longer than 48 consecutive hours.
	In fire lanes or other areas prohibited by signs or markings.
	Campers, trailers or motor homes within 15 feet of buildings.
	On grass or seeded areas (unless specifically permitted by 673 MSG/CC during special events).
	In such a manner that impedes the free flow of traffic in an authorized thoroughfare.
	On sidewalks or walkways designated for pedestrian traffic.

4.8.2. JBER Long-Term Parking Areas. There are three principle designated areas for long-term parking. The first, a fenced area located on the east side of Doolittle Avenue, is available for general long-term parking. The second, west of facilities 7079, 7083, and 8005, is for unaccompanied housing resident long-term parking. The third is Warehouse Street and Circle Dr., which must be coordinated with 773 LRS. Unit Commanders are authorized to allocate a portion of their assigned unit parking areas as mass deployment parking for individual deplorer, but must coordinate these actions with 673d Civil Engineer Squadron (CES/CEO) snow and ice control leadership during snow season to ensure removal operations can continue.

4.8.3. Parking in Housing Areas. Motor vehicles must be parked in a driveway, marked parking area, or on the street with the flow of traffic. Motorcycles must be stored at an approved lot during winter months or in housing garages. Motor homes and trailers, whether recreational, boat, or utility, will not be parked in housing areas or dormitory parking lots for maintenance or pre/post trip loading/unloading for any period greater than 48 hours. Motor homes and trailers must be stored in authorized on-base 673d Force Support Squadron (673 FSS) storage areas or at an off-base storage facility. **NOTE:** This includes all temporary lodging facility (TLF) and lodging facilities for people in permanent change of station (PCS) or temporary duty (TDY) status. Refer to the Aurora Military Housing Handbook along with current supplement changes for further explanation of permissible activities and restrictions.

4.8.3.1. Major maintenance in parking areas/housing areas/construction areas. Major maintenance such as bodywork and disassembly of transmission or the motor, will not be performed on vehicles in any parking areas or housing areas.

- 4.8.3.2. Minor repairs, such as changing tires, fan belts, wheel cylinder, and motor tune-ups are authorized (with the exceptions of oil and/or transmission fluid changes which remain prohibited). Refer to the Aurora Military Housing Handbook along with current supplement changes for further explanation of permissible activities and restrictions.
- 4.8.4. Parking While on TDY/Leave Status. Base housing residents who are departing TDY or on leave may leave their primary means of transportation parked in base housing during that period of time. They will ensure there is a point of contact (POC) name and phone number available who can move the vehicle if the need arises.
- 4.8.5. Dormitory/Barracks residents who are departing TDY or on leave, must either ensure there is a POC's name and phone number available who can move the vehicle if the need arises, or park in the long-term parking area. A POC's name and phone number who can access/move the vehicle will be left with the unit First Sergeant, the Dormitory Manager, and visibly positioned inside the vehicle on the dashboard where it can be read through the windshield. Vehicles left at the dormitories during TDY or leave periods must be in compliance with all other provisions of this instruction regarding state registration (at the time of departure) and vehicle condition/serviceability. More information on deployment parking areas can be obtained from the 673 SFS.
- 4.8.6. Personnel who use the Air Mobility Command (AMC) passenger terminal for a flight may park in the AMC long-term parking area for a period not to exceed 60 days. Owners will register the vehicle with AMC terminal personnel and receive a 732 Form 14, *Parking Pass*, to be placed inside the vehicle on the dashboard.
- 4.8.7. Personnel living on or off the installation who are departing TDY may leave their vehicle in a long-term parking area designated by the respective unit commander. Personnel must follow the same guidelines regarding POCs outlined in paragraph 4.8.4, this instruction.
- 4.8.8. Special Parking Situations. Base housing residents are authorized to park on sidewalks and in "no parking" zones during snow removal operations. All attempts to legally park a vehicle must be exhausted before parking on sidewalks or in "no parking" zones. No vehicle will be parked in a manner which creates a safety hazard. Vehicles must be immediately parked in legal parking spaces within 2 hours following snow removal operations.
- 4.8.9. Lock-outs. Operators who are locked out of their vehicles may contact the Fire Dispatcher or the BDOC (who will then request assistance from the fire department) for assistance if one of the following circumstances exists: A child is locked in vehicle, a vehicle is impeding traffic, or a vehicle is running with an unrestrained pet inside. In all other circumstances the vehicle operator will be directed to contact an off-base vendor for assistance.
- 4.8.10. Vehicle Resale. Vehicles advertised for sale will not be posted in any area for the specific purpose of advertisement, unless parked at the "For Sale" lot. **NOTE:** If the vehicle is the seller's primary means of transportation, it can be driven and parked according to normal rules.
- 4.8.11. Parking Warden Program:

- 4.8.11.1. Commanders may designate personnel in the grades of SSgt or above to assist SF in parking enforcement. Parking wardens will only issue tickets for parking or expired registration violations and abandoned vehicles.
- 4.8.11.2. Appointments will be made, in writing, to 673 SFS/SFPA and include up to two personnel per unit. Letters must be updated annually during the month of January or as changes occur. Include the nearest building number to the parking lots where enforcement will occur. The 673 SFS/SFPA and 673 SFS/SFOP will monitor the program.
- 4.8.11.3. The 673 SFS/S5PA will train all personnel appointed as parking wardens. Monitors will issue DD Forms 1408. It's important that monitors include how or where they can be reached by the violators. When contacted by the violator, the monitor will fill in any pertinent missing data in Sections 1-10. Forms that are incomplete or that were written by personnel not designated as a parking warden will not be processed and will be returned to the unit or destroyed.
- 4.8.11.4. Parking wardens will forward all completed DD Forms 1408 to 673 SFS/S5PA within 3 duty days (following contact with the violator).
- 4.8.12. Reserved Parking. When not addressed by major commands (MAJCOM), installation commanders determine reserved parking policy for their installations. Number of available spaces, facility design and layout, traffic flow, and number of vehicles using facilities will help determine the number and location of reserved parking spaces. The installation commander determines policy and procedures governing reserved parking a part of the installation supplement to this instruction, separate traffic control instruction, or base parking plan. The publication must address approval, issue, control, and review of reserved parking and will give special consideration to bicycle, motorcycle, visitor, and car pool parking. Handicap parking is regulated under the uniform federal accessibility standards and applies to all Air Force installations.
- 4.8.13. Requests for reserved parking slots are submitted on AF Form 332, *Base Civil Engineer Work Request*. It must be coordinated through 673 SFS Police Services (SFOJ) and 673d Civil Engineer Squadron, Production Control (673 CES/CEOMP).
- 4.9. **Traffic Violation Reports (Citations).** DD Forms 1408, *Armed Forces Traffic Ticket*, and 1805, *United States District Court Violation Notice*, are both used on JBER.
- 4.9.1. All traffic violators on military installations will be issued either a DD Form 1408, or a DD Form 1805, as appropriate. Unless specified otherwise by separate Service/DLA policy, only on-duty law enforcement personnel (including game wardens) designated by the installation law enforcement officer may issue these forms. Air Force individuals certified under the Parking Traffic Warden Program may issue DD Form 1408 in areas under their control. SF will use SFMIS to complete an AF Form 3545, *Incident Complaint Report*, when a lengthy explanation is required for serious violations such as drunk, negligent, or reckless driving.

4.9.2. SF will use the traffic complaint report to record all complaints of traffic violations from the base populace and notify unit First Sergeants upon contact with the subjects of complaints. **NOTE:** SF patrolmen will not issue citations to subjects of traffic complaints. Appropriate action by SF patrolmen will be taken when the complaint details a crime supported by physical evidence (for example, hit and run/DWI). For non-criminal traffic complaints, the subject will be notified of the complaint, afforded the opportunity to make a statement, and advised on applicable traffic laws.

4.9.3. Persons subject to the Uniform Code of Military Justice (UCMJ) are subject to trial by court-martial or punishment under Article 15/UCMJ. Other types of disciplinary or administrative action deemed necessary by the unit commander for violations of the provisions of this instruction, other applicable regulations, directives, or laws pertaining to traffic, are available.

4.9.4. Persons not subject to the UCMJ can be cited in accordance with this instruction or Alaska state law and may be subject to trial before a US Magistrate for violations of law pertaining to traffic.

4.9.5. All persons are subject to administrative action by the installation commander, or designated representative, for violations of this instruction.

4.9.6. Citations may be issued and assessed points in accordance with Alaska state law.

4.10. Standards and Procedures for Processing Intoxicated Drivers:

4.10.1. The 673 SFS/S3OT is responsible for training Security Forces personnel in the recognition of intoxicated drivers and certifying them on administration of the National Highway Traffic Safety Administration (NHTSA) Standardized Field Sobriety Tests (SFST). In addition, S3OT is responsible for coordinating the certification of SF personnel on the Data Master breath-testing device.

4.10.2. Only a person certified as an operator under Title 13 Alaska Administrative Code (AAC) 63.050 may operate the Data Master. To certify as an operator the applicant must successfully complete an 8 hour course of instruction approved by the Scientific Director of the Alaska Department of Public Safety Scientific Crime Detection Laboratory.

4.11. Blood Alcohol Concentration Standards:

4.11.1. Civilian persons operating a motor vehicle with a BrAC or BAC of .08 or higher will be charged with DWI. Military members will be charged with violation of Article 111/Drunken Operation of a Motor Vehicle in accordance with the UCMJ. Persons (civilian or military) thus charged will be subject to a one year revocation of driving privileges. Civilians will be turned over to Anchorage Police Department (APD) for further processing. S5PA will forward an AK DMV Form 446 to the Alaska DMV in cases where military offenders are stopped on-base, so appropriate license revocation/suspension action can be taken by the offender's state of issue.

4.11.2. When a civilian or military member has a BrAC/BAC of less than 0.05 percent, it is presumed the person is not under the influence of alcohol. If the percentage is 0.05 but less than 0.08, it is presumed the person is impaired. The SF Patrolman will consider this standard with other competent evidence in determining if the level of intoxication is sufficient to prevent safe operation of the vehicle. Examples include reckless driving, vehicle accident, involuntary expulsion of bodily fluids or unconsciousness, and so forth.

4.11.3. Any individual found to have alcohol in their system will not be permitted to operate a vehicle for a minimum of 8 hours or until the operator obtains a .00 BrAC. Operators suspected of DWI who are not charged with the offenses based on the results of BrAC testing, but who do have detectable levels of alcohol in their system, will be released to their unit First Sergeant (or designate) for transport upon release by the SF patrolmen.

4.12. **Chemical Testing Policies and Procedures:**

4.12.1. SF will use the Data Master/Compact Data Master (CDM) breath-testing device as the primary means to establish BrAC after sufficient probable cause has been established. Voluntary submittal of blood sample will be determined on a case by case basis. Refer to paragraph 4.15, this instruction, for limitations on involuntary fluid extractions.

4.12.2. Before providing a sample, the individual suspected of an intoxicated driving offense must be observed for at least 15 minutes immediately before testing, ensuring the suspected person does not drink, eat smoke, chew tobacco, ingest any substance, or expel any bodily fluids. The 15-minute observation period will be conducted at the BDOC or other location where the Data Master is physically located.

4.12.3. A verification of calibration of the Data Master must be completed once every 60 days. The report is submitted to the Scientific Director of the Alaska State Crime Lab. The unit Data Master Supervisor is responsible for completing any report and notifying the Scientific Director if the Data Master is to be taken off-line, moved, or transported for service.

4.12.4. Medical authorities will conduct tests for the presence and concentration of alcohol or other drugs in the blood, bodily fluids, or tissues of any person killed in an on-base motor vehicle accident or mishap.

4.13. **Detection, Apprehension, and Testing of Intoxicated Drivers.** SF personnel will stop any vehicle displaying unusual or abnormal driving behavior and determine the cause of their unusual driving behavior. If the operator is suspected of being intoxicated, SF patrolmen will administer SFSTs, record their observations on the DD Form 1920, *Alcoholic Influence Report*, and apprehend the operator if sufficient evidence of impairment is established. **NOTE:** If the intoxicated operator is a civilian, Anchorage Police Department (APD) will be notified to respond. If it's apparent that there will be a delay in APD's response, SF patrolman may conduct SFSTs and BrAC via Data Master to preserve evidence. All evidence will be turned over to APD upon their arrival. The DD Form 1920 used to record the SFSTs will be forwarded to SFPA in the daily paperwork.

4.14. Voluntary Breath and Bodily Fluid Testing Based on Implied Consent:

4.14.1. SF personnel will administer tests based on implied consent when a person is legally stopped while driving or in physical control of a motor vehicle on the installation.

4.14.2. When advising the driver that failing to consent to a chemical test may result in a revocation of their installation driving privileges, SF will also advise that the results of chemical tests obtained under implied consent are admissible as evidence in judicial and non-judicial proceedings.

4.14.3. Individuals who have hemophilia, other blood-clotting disorders, or any medical or surgical disorder under treatment with an anticoagulant may refuse a blood extraction without penalty. SF will offer a breath or urine test to these individuals. Valid refusals for these conditions must have the concurrence of a medical doctor.

4.14.4. If a person suspected of intoxicated driving refuses to submit, do not administer a test except as specified in paragraph **4.15**, this instruction.

4.15. Involuntary Extraction of Bodily Fluids in Traffic Cases:

4.15.1. These procedures apply only to the investigation of intoxicated driving related offenses and are explained in detail in Rule 312d, Military Rules of Evidence (MRE), Manual for Courts-Martial (MCM) and AFI 44-102, *Medical Care Management*.

4.15.2. Involuntary bodily fluid extractions (blood and urine) require a valid search and seizure authorization pursuant to Rule 315, MRE, and MCM. Forced extractions are considered only when the individual is involved in an accident in which there is death, serious personal injury, or significant property damage. A search and seizure authorization is not required when there is a clear indication that evidence of intoxication will be found and there is reason to believe that the delay to obtain search authorization would result in the loss or destruction of the evidence. Warrantless searches will only be conducted after coordination with SJA and after attempts at obtaining search authorization have failed due to unavailability of the appropriate commander or magistrate.

4.15.3. If search authorization is not obtained due to unavailability of the appropriate commander or magistrate, the commander of a medical facility is empowered to authorize the extraction from an individual located in the facility at the time an authorization is sought. Before authorizing the extraction, the commander must consult with SJA. The commander need not be on duty and any qualified medical person can perform the extraction.

4.16. Testing at the Request of the Apprehended Person:

4.16.1. A person subject to implied consent tests can request additional testing. The requesting individual will pay for these tests, and the tests must be performed at an approved facility, such as an off-base hospital or research facility. If the requesting individual desires admissibility of these tests in a military or civilian court, the test and testing method must be approved by the state of Alaska. Complete these tests as soon as possible, noting any delay on the test documents.

4.16.2. The apprehending official may assist the individual requesting additional tests. However, tests conducted under authority of the UCMJ remain valid when circumstances prevent timely release of the individual or any other reason additional testing is not completed.

4.17. **Off-installation Traffic Activities.** APD enforces traffic laws in areas not under military control. If APD is found to have primary jurisdiction over an incident occurring on JBER, copies of all reports and associated materials will be provided to APD.

4.18. **Compliance With Local and State Laws.** All personnel operating motor vehicles on JBER will comply with local and Alaska state traffic laws.

4.19. **Noise and Pollution Control:**

4.19.1. No person will operate a vehicle emitting excessive sound, whether mechanical or stereo, or a vehicle that emits or leaks excessive smoke or fluids. Excessive sound is defined as a sound which will cause a normal person to shout or significantly raise the tone of voice to effectively communicate. Accelerating a vehicle in such a manner as to cause a loud or unusual noise is prohibited. Sounding a horn is prohibited except to avoid accidents or when backing a GMV.

4.19.2. All motor vehicles, including automobiles, trucks, snow machines, motorcycles, and off-road vehicles (ORV), are prohibited from being operated in and near on-base residential areas in such manner as to create a disturbance of the peace through operation or excess noise regardless of the time of day.

5. **Driving Records and Traffic Point System:**

5.1. Disposition of Driving Records. Security Forces Reports and Analysis (SFPA) will establish procedures to promptly notify the Defense Force Commander (DFC), when a person assigned to or employed on the installation is transferred to another installation, released from military service, or ends employment or affiliation with the installation.

5.1.1. If persons transferred to another Air Force installation have valid points or other entries on their driving records, the S5PA will forward records to the gaining installation Reports and Analysis section. The gaining DFC will coordinate with applicable commanders and continue any Air Force suspension or revocation based on intoxicated driving or accumulation of traffic points.

5.1.2. Security Forces Reports and Analysis (S5PA) will follow AFI 33-364, *Records Disposition – Procedures and Responsibilities*, to maintain and destroy records of military personnel released from active duty. Driving records remain active in the case of immediate reenlistment, change of officer component, or military and civilian retirement when continued vehicle registration is authorized.

5.1.3. Security Forces Reports and Analysis (S5PA) will forward driving records of military family members containing point assessments or other entries to the sponsor's gaining installation and review in the same manner as for service members. Retain driving records of retirees electing to retain installation driving privileges.

6. Impounding Privately Owned Vehicles :

6.1. General. This policy is based on the interests of the Air Force in crime prevention, traffic safety, and the orderly flow of vehicle traffic. Security Forces Investigations (S2I) is the POC for all impounded vehicles on JBER.

6.2. Implied consent to vehicle impoundment. As a condition to accepting installation driving privileges, drivers give their consent for the removal and temporary impoundment of their POV. Drivers also agree to reimburse an authorized agency or contractor for the cost of towing, storage, and disposal shall a need arise to remove or impound their vehicle. A POV will be impounded if it's:

Table 7. Reasons for Impoundment

Illegally parked for unreasonable periods.
Interferes with traffic operations.
Interferes with military operations.
Creates a safety hazard.
Disabled by accident or incident.
Left unattended in, or adjacent to, a restricted, controlled, or off-limits area, or abandoned.
Involved in criminal activity, or contains evidence of criminal activity.

6.3. **Towing and Storage.** All towing on JBER will be conducted by a towing vendor through contract.

6.4. Procedures for Impoundment:

6.4.1. Unattended POVs. Conspicuously place DD Form 2504, *Abandoned Vehicle Notice* (refer to DoDD 5525.4, *Enforcement of State Traffic Laws on DOD Installations*), on POVs considered abandoned or improperly unattended. Document this action with an entry in the SF blotter and place a copy of the DD Form 2504 in the appropriate folder located in the BDOC.

6.4.1.1. Allow the owner 3 days from the date the POV is tagged to remove the vehicle. If the vehicle is not moved within the allotted time, the vehicle will be towed at the earliest opportunity.

6.4.1.2. SF will complete a DD Form 2505, *Abandoned Vehicle Removal Authorization*, 24 hours prior to the removal of the vehicle and conspicuously place it adjacent to the DD Form 2504.

6.4.1.3. After the vehicle is removed, SF completes the DD Form 2506, *Vehicle Impoundment Report* (See DoDD 5525.4), as a record of action taken.

6.4.1.4. If the owner is located, they will remove all personal property from the vehicle. If the owner is incapable or cannot be located S2I will conduct an inventory of personal property.

6.4.1.5. Investigators will not open closed containers such as suitcases unless necessary to identify the owner or if the contents might present a danger to the public.

6.4.1.6. All personal property will remain with the vehicle.

6.4.1.7. SF will contact the owner through the unit or forward a DD Form 2507, *Notice of Vehicle Impoundment*, to the address of the last known owner.

6.5. Search Incident to Impoundment Based On Criminal Activity:

6.5.1. If the owner or operator of a vehicle impounded for suspected criminal activity is not present, search authorization from the appropriate commander or magistrate will be obtained unless evidence or contraband is in plain view or readily discernible from the exterior of the vehicle.

6.5.2. If the owner or operator is present, such as during a criminal incident or if the operator is apprehended, and sufficient probable cause exists to seize the vehicle, you may search the vehicle without search authorization when there is a reasonable danger to police or public, there is a risk of loss or destruction of evidence, or the search is reasonable under rules governing search incident to apprehension.

6.5.3. Consult 673 ABW/SJA for assistance on searches incident to impoundment based on criminal activity.

6.5.4. Keep vehicles in SF custody when holding them for evidentiary purposes. Release recovered stolen POVs to the registered owner, unless held for evidentiary purposes, or to the law enforcement agency reporting the vehicle stolen, as appropriate.

6.6. Disposition of Vehicles After Impoundment. Impounded vehicles will be held as long as necessary for evidentiary, law enforcement, or other legal purposes. When vehicles are no longer needed, they will be released to the owner per 673 ABW/SJA recommendations through SFI. Impounded and abandoned vehicles will be released to a contract towing company after 60 days of making reasonable good faith efforts to contact the owner.

7. Information Collections. No information collections are required by this publication.

BRIAN P. DUFFY, Colonel, USAF
Commander

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

- AFI 31-101, *The Air Force Installation Security Program*, 9 October 2009.
- AFI 31-218, *Motor Vehicle Traffic Supervision*, 25 January 2006.
- AFI 33-364, *Records Disposition—Procedures and Responsibilities*, 22 December 2006.
- AFI 44-102, *Medical Care Management*, 1 May 2006.
- AFI 91-207, *The US Air Force Traffic Safety Program*, 27 Oct 2011.
- AFMAN 31-201 Vol. 2, *Legal Considerations*, 1 November 2004.
- AFMAN 33-363, *Management of Records*, 1 March 2008.
- AFPD 31-1, *Integrated Defense*, 28 October 2011.
- Alaska Traffic Law Manual*, 2010-2011 Edition.
- DoDD 5525.4, *Enforcement of State Traffic Laws on DoD Installations*, 1 October 1986.

Adopted Forms

- AF Form 75, *Installation Visitor Pass*.
- AF Form 332, *Base civil Engineer Work Request*.
- AF Form 847, *Recommendation for Change of Publication*.
- AF Form 1313, *Driver Record*.
- AF Form 1315, *Accident Report*.
- AF Form 2293, *US Air Force Motor Vehicle Operator Identification Card*.
- AF Form 3545, *Incident Complaint Report*.
- DD Form 1408, *Armed Forces Traffic Ticket*.
- DD Form 1805, *United States District Court Violation Notice*.
- DD Form 1920, *Alcoholic Influence Report*.
- DD Form 2504, *Abandoned Vehicle Notice*.
- DD Form 2505, *Abandoned Vehicle Removal Authorization*.
- DD Form 2507, *Notice of Vehicle Impoundment*.
- Alaska State Form DMV 446A, *Notice and order of Revocation/Disqualification*.
- Alaska State Form DMV 453A, *Under 21 Violations-Notice and Order of Revocation*.

Abbreviations and Acronyms

- AAC—Alaska Administrative Code.

AAFES—Army & Air Force Exchange Service.

ABW —Air Base Wing.

AF—Air Force.

AFB—Air Force Base.

AFRIMS—Air Force Records Information Management System.

AFI—Air Force Instruction.

AFPD—Air Force Policy Directive.

AMC—Air Mobility Command.

ANSI—American National Standard Institute.

APD—Anchorage Police Department.

AS—Alaska Statutes.

ATV—All Terrain Vehicles.

BAC—Blood/Alcohol Content.

BDOC—Base Defense Operations Center.

BrAC—Breath/Alcohol Content.

CC—Commander.

CDC—Child Development Center.

CDM—Compact Data Master.

CES—Civil Engineer Squadron. x

CPSC—Consumer Product Safety Commission.

DBIDS —Defense Biometric Identification System.

DD—Department of Defense (Forms).

DFC —Defense Force Commander.

DoD—Department of Defense.

DoDD—Department of Defense Directive.

DOT—U.S. Department of Transportation.

DUI—Driving Under the Influence.

DWI—Driving While Intoxicated.

FSS—Force Support Squadron.

GMV—Government Motor Vehicle.

JBER – Joint Base Elmendorf-Richardson.

LIDAR—Laser Radar.

MAJCOM—Major Command.
MCM – Manual for Courts Martial.
MPH—Miles per hour.
MRE—Military Rules of Evidence.
MSFC—Motorcycle Safety Foundation Course.
MSG—Mission Support Group.
NCO—Noncommissioned Officer.
NHTSA—National Highway Traffic Safety Administration.
OPR—Office of Primary Responsibility.
ORA—Operational Risk Assessment.
ORV—Off Road Vehicles.
PACAF—Pacific Air Forces.
PDA—Personal Digital Assistants.
POC—Point of Contact.
POV—Privately owned vehicle.
PPE—Personal Protective Equipment.
PCS—Permanent Change of Station.
PT—Physical Training.
RDS—Records Disposition Schedule.
SF—Security Forces.
SFPA—Security Forces Analysis and Reports.
SFPD—Pass and Registration.
SFMIS—Security Forces Management Information System.
SFI—Security Forces Investigations.
SFO —Security Forces Operations.
SFS—Security Forces Squadron.
SFST —Standardized Field Sobriety Test.
SJA—Staff Judge Advocate.
TDY—Temporary Duty.
TLF—Temporary Lodging Facility.
UCMJ—Uniform Code of Military Justice.
USC—United States Code.

VCC—Visitor Control Center.

VIN—Vehicle Identification Number.

WG—Wing.

WGI—Wing Instruction.

Attachment 2

JBER POINT ASSESSMENT FOR TRAFFIC VIOLATIONS TABLE

Table A2.1. JBER Point Assessment for Traffic Violations

Violation: Reckless driving (willful and wanton disregard for the safety of persons or property)	Points assessed: 6
Violation: Owner knowingly and willfully permitting a physically impaired person to operate the owner's motor vehicle	Points assessed: 6
Violation: Fleeing the scene (hit and run)– property damage only.	Points assessed: 6
Violation: Driving vehicle while impaired (BAC more than 0.05 percent and less than 0.08 percent).	Points assessed: 6
Violation: Speed contests.	Points assessed: 6
Violation: Speed too fast for conditions.	Points assessed: 2
Violation: Speed too slow for traffic conditions, and/or impeding the flow of traffic, causing potential safety hazard.	Points assessed: 2
Violation: Failure of operator or occupants to use available restraint system devices while moving (operator assessed points).	Points assessed: 4
Violation: 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).	Points assessed: 2
Violation: One to 10 miles per hour over posted speed limit.	Points assessed: 3
Violation: Over 10 but not more than 15 miles per hour above posted speed limit.	Points assessed: 4
Violation: Over 15 but not more than 20 miles per hour above posted speed limit.	Points assessed: 5
Violation: Over 20 miles per hour above posted speed limit.	Points assessed: 6

Violation: Following too close.	Points assessed: 4
Violation: Failure to yield right of way to emergency vehicle.	Points assessed: 4
Violation: Failure to stop for school bus or school-crossing signals.	Points assessed: 4
Violation: 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.	Points assessed: 4
Violation: Improper passing.	Points assessed: 4
Violation: Failure to yield (no official sign involved).	Points assessed: 4
Violation: Improper turning movements (no official sign involved).	Points assessed: 3
Violation: Wearing of headphones/earphones while driving motor vehicles (two or more wheels).	Points assessed: 3
Violation: 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.	Points assessed: 3
Violation: Improper overtaking.	Points assessed: 3
Violation: Other moving violations (involving driver behavior only).	Points assessed: 3
Violation: Operating an unsafe vehicle (see note 2).	Points assessed: 2
Violation: Driver involved in accident is deemed responsible (only added to points assessed for specific offenses).	Points assessed: 1

NOTES:

1. When two or more violations are committed on a single occasion, points may be assessed for each individual violation.
2. This measure should be used for other than minor vehicle safety defects or when a driver or registrant fails to correct a minor defect (e.g., a burned out headlight not replaced within the grace period on a warning ticket).

Attachment 3

SUSPENSION/REVOCAION GUIDELINES

Figure A3.1. Suspension/Revocation Guidelines.

VIOLATION	Assessment
Personnel accumulating three parking tickets within a 6-month period	30-day suspension
A child not wearing an approved child restraint system	30-day suspension
Negligent Driving	3-months suspension
Mental or physical impairment (not including alcohol or other drug use) to the degree rendered incompetent to drive	6-month suspension
Persons who accumulate 12 traffic points within 12 months or 18 traffic points within 24 months	6-month suspension
Permitting an unlawful or fraudulent use of an official driver's license	6-month suspension
Unsafe or defective vehicle, identified by accident investigator, as causing a vehicle accident	6-month suspension
Reckless driving	6-month suspension
Engaged in an acceleration/speed contest	6-month suspension
DUI	1-year revocation
Failure to submit to a base entry/exit point check	1-year revocation
Refusal to submit to or failure to complete chemical test	1-year revocation
Driving a motor vehicle while under the influence of any narcotic or while under the influence of any other drug to the degree rendered incapable of safe vehicle operation	1-year revocation
Hit & Run - failure to leave contact information and report to Security Forces after striking an unattended vehicle	1-year revocation
Leaving the scene of an accident involving an occupied vehicle without exchanging information or rendering required assistance	1-year revocation
Perjury or making a false statement under oath to an officer relating to the ownership or operation of a vehicle	1-year revocation
Unauthorized use of a motor vehicle belonging to another, when the act does not amount to a felony	1-year revocation

Use of a motor vehicle in the commission of a felony	1-year revocation
Vehicular eluding/attempt to elude a police or security forces officer when creating a substantial risk to bodily injury by the operation of a vehicle in a reckless manner	1-year revocation
Exceeding posted speed limits in housing areas and active school zones by more than 5 MPH	First Offense: 30-day suspension, Any subsequent offense thereafter: 6-month suspension
Driving while license or installation driving privileges are suspended/revoked	2-year revocation (for US Army members, 5-year revocation IAW AR 190-5.)
Commission of an offense in another state which, if committed on the installation, would establish grounds for suspension or revocation	Reciprocal to length of revocation issued by state or required under this instruction (whichever is greater, but not to exceed 1 year)
Failure to transfer, renew or maintain valid state registration/insurance	First Offense: Traffic Citation to be handled by CCF/CC. Second offense: 30-day suspension. Third or subsequent violation: 1-year revocation
Littering from a vehicle	First Offense: Traffic Citation to be handled by CCF/CC. 2nd offense: 30-day suspension. Third or subsequent violation: 1-year revocation
Parked in a designated handicapped parking slot without authorization	First Offense: Traffic Citation to be handled by CCF/CC. 2nd offense: 30-day suspension. Third or subsequent violation: 1-year revocation
All non-use of operator/passenger protective devices (seat belts, etc)	First Offense: Traffic Citation to be handled by CCF/CC. 2nd offense: 30-day suspension. Third or subsequent violation: 1-year revocation
Cell Phone use without hands free device	First Offense: Traffic Citation to be handled by CCF/CC. 2nd offense: 30-day suspension. Third or subsequent violation: 1-year revocation
<p><i>Note: For offenses annotating subsequent punishments, the time period for offenses will be two years for each offense, from the date of the offense. EXAMPLE: A member receives a ticket for Failure to Renew Vehicle Registration on 21 April 2012, if the same member receives a ticket for the same offense before 20 April 2014, this will count as the second offense. If the same member receives a ticket for the same offense on 21 April 2014, this will be the member's first offense.</i></p>	

Attachment 4

TRAFFIC ACCIDENT CLASSIFICATION GUIDELINES

A4.1. Classification Of Traffic Accidents. According to severity of injuries or property damage sustained. Major classifications include the following:

A4.1.1. Severity Of Injury:

A4.1.1.1. **Fatal Accident.** A motor vehicle accident that results in fatal injuries to one or more personnel. A fatal injury is one that results in death within 12 months of the accident causing the injury.

A4.1.1.2. **Incapacitating Injury.** An injury, other than fatal, that prevents the injured person from walking, driving, or normally continuing the activities that he or she was capable of performing before the accident. Examples are severe lacerations, broken or distorted limb, skull fracture, crushed chest, internal injury, unconsciousness when taken from the accident scene, or inability to leave the accident scene without help.

A4.1.1.3. **Non-Incapacitating Evident Injury.** An injury, other than fatal and incapacitating, that is evident to any person at the scene of the accident. Examples are lump on head, abrasions, or minor lacerations.

A4.1.1.4. **Possible Injury.** An injury reported or claimed that is not a fatal, incapacitating, or non-incapacitating evident injury. Examples are momentary unconsciousness, claim of injuries that are not evident, limping, or complaint of pain, nausea, or hysteria.

A4.1.2. Severity Of Vehicle Damage:

A4.1.2.1. **Disabling Damage.** Any damage to a vehicle such that it cannot be driven (or towed in the case of trailers) from the scene of the accident in the usual manner by daylight after simple repairs, and without further damage or hazard to itself, other traffic elements, or the roadway.

A4.1.2.2. **Functional Damage.** Any non-disabling damage to a vehicle that affects operation of the vehicle or its parts. Examples are doors, windows, hood, and trunk lids that will not operate properly; broken glass that obscures vision; or any damage that could prevent the motor vehicle from passing an official motor vehicle inspection.

A4.1.2.3. **Other Motor Vehicle Damage.** Any damage to a vehicle that is neither disabling nor functional damage. Such damage usually affects only the load on the vehicle or the appearance of the motor vehicle. Examples are damage to hubcaps, trim, or grill; glass cracks that do not interfere with vision; dents; scratches; body punctures; or damage to load.