

**BY ORDER OF THE COMMANDER
22D AIR REFUELING WING (AMC)**

**MCCONNELL AIR FORCE BASE
INSTRUCTION**



31-218

18 MAY 2022

Security

**MCCONNELL AFB MOTOR VEHICLE
TRAFFIC SUPERVISION AND
INSTALLATION TRAFFIC CODE**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This publication implements Air Force Instructions (AFI) 31-218(I), Motor Vehicle Traffic Supervision, and 31-115, Law and Order Operations. It identifies procedures for the establishment and enforcement of driving privileges and rules of the road for McConnell Air Force Base. It applies to all military and civilian personnel who operate vehicles on McConnell Air Force Base. Any individuals who violate this instruction are subject to having their driving privileges revoked or suspended. Ensure all records created because of processes prescribed in this publication are maintained in accordance with AFI 33-332, Records Management and Information Governance Program, and disposed of in accordance with the Air Force Records Disposition Schedule located in the Air Force Records Information Management System at <https://afrims.amc.af.mil/>. Submit requests for waivers through the chain of command to the appropriate tier waiver approval authority, or alternately, to the requestor's commander for non-tiered compliance items. Refer recommended changes and questions about this publication to the Office of Primary Responsibility using AF Form 847, Recommendation for Change of Publication. Route AF Forms 847 through the appropriate functional chain of command. 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.

SUMMARY OF CHANGES

This instruction has been renumbered and renamed to align with AFI 31-218(I), Air Force Motor Vehicle Traffic Supervision Program. It has been substantially revised and should be reviewed in its entirety.

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Chapter 1

INTRODUCTION

1.1. Program Management. The objective of traffic control programs is the safe and efficient flow of vehicles and pedestrians through reduction of factors contributing to accidents. This instruction establishes policy and procedures for motor vehicle traffic supervision on McConnell Air Force Base (McConnell AFB). It upholds the Kansas Statutes Annotated on McConnell AFB and compliments Air Force Instructions 31-218(I) and 31-115 to provide local guidance.

1.2. Responsibilities. The Defense Force Commander advises the installation commander on lawful movement of personnel and traffic and enforcing installation rules pertaining to traffic control. The Defense Force Commander assists the installation traffic engineer by performing traffic control studies to gather information on traffic problems and use of patterns.

1.3. Delegation of Authority. The Commander, 22d Mission Support Group (22 MSG/CC) has been delegated authority by the installation commander to administer this instruction.

1.4. McConnell Traffic Safety Coordination Group. The 22 ARW/CC will establish a Traffic Safety Coordination Group to evaluate, study, and propose measures to mitigate traffic hazards and improve traffic safety. The 22 MSG/CC chairs the group. Refer to AFI 91-207, The Air Force Traffic Safety Program, for specific responsibilities.

1.4.1. Membership will include Wing Safety, Security Forces, Civil Engineering, Logistics Readiness Squadron transportation and vehicle operations, local labor union representatives of emergency response agencies, Staff Judge Advocate, local community authorities (as needed), and other agencies deemed appropriate by the chairperson.

1.4.2. The Group will convene annually or as directed by the 22 ARW/CC or 22 MSG/CC.

1.4.3. The Group will conduct statistical analysis for the preceding year and discuss traffic and pedestrian safety concerns. It will brief the installation commander and senior support staff on results of the findings and present any recommendations and implementation strategies for improving traffic safety on the installation.

Chapter 2

DRIVING PRIVILEGES

2.1. Requirements. Operating a motor vehicle on McConnell AFB is a privilege granted by the installation commander.

2.1.1. It is mandatory to possess, while operating a motor vehicle, and provide upon request of law enforcement personnel, a valid state or international driver's license, proof of vehicle ownership or State registration, and proof of valid insurance.

2.1.1.1. Assigned personnel and dependents must have a valid driver's license in order to operate a motor vehicle on McConnell AFB. Drivers' licenses originating from states that allow automatic extensions for expired licenses will be accepted as valid providing the issuing state's requirements are met. International drivers' licenses and licenses issued by overseas major commands, with the exception of foreign national students temporarily assigned to the installation for training, are recognized on McConnell AFB.

2.1.1.2. Many states provide exceptions or leniency concerning vehicle registration periods and driver's license renewal requirements. Refer to <https://drivinglaws.aaa.com/laws/drivers-license-renewal/> for individual state renewal information for active duty military personnel stationed outside their state of legal residence. Personnel must comply with vehicle registration laws and policies when choosing to maintain license plates and registration in a particular state. Some states require safety, emissions, or other inspections as a condition of maintaining vehicle registration from that state. Failure to maintain those requirements will render the registration void and prohibit that vehicle from being operated on McConnell AFB.

2.1.1.3. All drivers/vehicle operators are required to provide proof of minimum liability insurance (paper or electronic) for any vehicles being operated on McConnell AFB. The proof of insurance must have a policy effective date and an expiration date and must be in effect at the time of the law enforcement request.

2.1.2. Government motor vehicle operators must register with 22 LRS Vehicle Operations in accordance with AFI 24-301, Ground Transportation, and AFI 24-302, Vehicle Management. All operators of government-owned or General Services Agency vehicles must have an AF Form 2293, USAF Motor Vehicle Operator's Identification Card, and a valid state driver's license and/or international driver's license in their possession at all times.

2.2. Installation Entry/Exit Vehicles Checks. Installation entry/exit vehicle checks are scheduled examinations of vehicles, their contents, and personal hand carried items while on foot/riding bicycles while entering or exiting the base without the prior establishment of probable cause for a search. The checks are based on the installation commander's inherent authority to protect government property and provide security for the installation. Security Forces personnel conducting examinations under this authority are acting as sentinels safeguarding the installation and protecting mission-essential assets. The purpose of an entry/exit examination is to prevent introduction of weapons and other contraband as well as to prevent the loss of classified information or government property.

2.2.1. Authority. The 22 ARW/CC determines when, where, and how to implement the checks and has delegated authority to the 22 MSG/CC to initiate them through the 22d Security Forces Squadron. The 22 MSG/CC provides a quarterly schedule to the 22 SFS for execution.

2.2.2. Implementation. The 22 SFS will implement and conduct installation entry/exit checks in accordance with the McConnell AFB Mission Assurance Plan and local operating instructions.

2.2.3. Refusal of Installation Entry/Exit Checks. Refusing to allow an entry/exit check to be conducted could result in a loss of base driving privileges, barment from the installation, or other punitive or administrative actions deemed appropriate.

2.3. Implied Consent.

2.3.1. Implied Consent to Blood, Breath, or Urine Tests. People granted the privilege to drive on the installation shall be deemed to have given their consent to evidential tests for alcohol or other drug content of their blood, breath, or urine when they are lawfully stopped, apprehended, or cited for any offense allegedly committed while driving, or in physical control of, a motor vehicle on McConnell AFB to determine the influence of intoxicants.

2.3.2. Implied Consent to Vehicle Impoundment. People granted the privilege to operate a motor vehicle on McConnell AFB shall be deemed to have given their consent for removal and temporary impoundment of their privately owned vehicle as determined by the installation commander or applicable authority. The owner/driver agrees to reimburse the United States government or private entity for the cost of towing and storage should their motor vehicle be removed or impounded. Refer to [Chapter 6](#) for Impoundment Procedures.

2.3.3. Motor Vehicle or Criminal Infraction. Any person who operates, registers, or is in control of a motor vehicle on McConnell AFB involved in a motor vehicle or criminal infraction shall be informed that notice of the violation of law or regulation will be forwarded to the Department of Motor Vehicles of the host State and/or home of record for the individual.

2.4. Suspension and Revocation. The 22 MSG/CC has been delegated authority to suspend and revoke driving privileges. The 22 MSG/CC determines what constitutes a non-moving violation on the installation as well as suspension and revocation guidance for them. Refer to [Table 2.1](#), Driving Privilege Suspension Revocation Periods, for additional information.

2.4.1. Personnel with restricted, suspended, or revoked driving privileges are entered into the Defense Biometric Identification System and Air Force Justice Information System. Base entry controllers and visitor center technicians monitor compliance using the Suspension, Revocation, Barment, and Warrant roster. The Defense Biometric Identification System will ensure compliance by showing a warning and instruction message to the entry controller/visitor center technician.

2.4.2. 22 SFS/S-5R will generate an updated Suspension, Revocation, Barment, and Warrant roster every Friday (or Thursday if Friday is a non-duty day) and distribute copies to installation entry points, the Base Defense Operations Center, Visitor Center, and Commercial Vehicle Inspection Facility.

2.4.3. The 22 MSG/CC will immediately revoke driving privileges for a period of not less than one year when a serious incident involving a motor vehicle occurs and it is required to protect the public or preserve good order and discipline for military personnel.

2.4.3.1. A suspension or revocation of driving privileges is a prohibition for operating all motor vehicles to include mopeds and scooters under 50cc.

2.4.3.2. Security Forces will issue preliminary suspension/revocation letters for driving under the influence/driving while intoxicated (DUI/DWI) cases after coordination with the 22 ARW Staff Judge Advocate and 22 MSG/CC. The suspension/revocation becomes mandatory on conviction or findings that confirm the charge.

Table 2.1. Driving Privilege Suspension/Revocation Periods.

Mandatory Suspension/Revocations	Length of Suspension/Revocation			
	Suspensions		Revocations	
Basis of Suspension/Revocation	30 Days	60 Days	1 Year	2 Years
Suspended or Revoked Driver's License				X
Driving on Installation Suspension/Revocation				X
Driving Under the Influence of Alcohol or Drugs				
Refusal to Submit to or Failure to Complete Evidentiary Test			X	
DUI – First Offense			X	
DUI – Second Offense				X
Driving Vehicle Impaired (DVI)	Commander's discretion for active duty. Warning letters will be sent to civilian offenders.			
Under 21 YOA with BrAC/BAC of .02% or higher			X	
Points Accumulation (See Table 5-3)				
6 Points Within 6 Months	Warning Notice to First Sgt and Offender			
12 Points Within 12 Months		6 Months – XX		
18 Points Within 24 Months			XX	
Non-Mandatory Suspension/Revocations	Length of Suspension/Revocation			
	Suspensions		Revocations	
Basis of Suspension/Revocation	30 Days	60 Days	1 Year	2 Years
Expired Driver's License		XX		
Driving Without Valid Driver's License		XX		
Reckless Driving		XX		
Operating Motorcycle Without Proper Safety Equipment		XX		
Driving Without Insurance (Includes Expired Insurance, No Proof of Insurance, Insurance Purchased After Date Of Violation)		XX		
Excessive Speed – Corvias Family Housing –First Offense	Warning Notice to First Sgt and Offender			
Second Offense Within 6 Months		XX		
Nonmoving Violations (Except Seatbelt/Child Restraint Violations) Within a 12 Month Period				
Third Offense	Warning Notice to First Sgt and Offender			
Fourth Offense	7 day suspension			
Fifth Offense	14 day suspension			

Sixth Offense	30 day suspension
Seventh or Subsequent Offense	90 day suspension
(X): Mandatory action required in accordance with AFI 31-218(I) or local policy. (XX): Recommended minimum duration of Suspension/Revocation in accordance with local policy. Note: Commanders may increase the duration of a revocation or suspension based on the person’s driving record, frequency, flagrancy, or severity of the offender’s actions.	

2.4.3.3. Multiple suspensions/revocations will run consecutively when imposed. The date of the new suspension or revocation will be effective on the date of the most recent incident in cases involving extensions of suspensions or revocation.

2.5. Rebuttals and Administrative Appeals. Rebuttals of Armed Forces Traffic Tickets or administrative appeals of suspension or revocation of installation driving privileges must be submitted to 22 SFS/S-5R within 14 calendar days of their issuance. Submit rebuttals or appeals to the address listed below in [Figure 2.1](#).

Figure 2.1. Rebuttals or Appeals Address.

22d Security Forces Squadron Attention: 22 SFS/S-5R 53403 Kansas Street, Building 1115, Suite 147 McConnell Air Force Base, Kansas 67221-3716 Figure 2.1. 22 SFS/S-5R Mailing Address

2.5.1. DD Form 1408, Armed Forces Traffic Ticket, Rebuttals. Violators receiving a DD Form 1408 who decide to make a written rebuttal must submit a memorandum articulating their position to the Defense Force Commander through 22 SFS/S-5R within 14 days of receipt of the ticket.

2.5.1.1. Active duty, Air National Guard, Air Force Reserve, and Department of Defense civilian personnel must have the memorandum endorsed by their commander to ensure commander-level involvement. Commanders may/must add comments supporting the violator’s guilt or innocence.

2.5.1.2. All other violators without military affiliation may send their rebuttal memorandum directly to 22 SFS/S-5R at the address in [Figure 2.1](#).

2.5.1.3. 22 SFS/S-5R will process the rebuttal in accordance with internal instructions and notify the violator in writing of the outcome within five days of the approval authority’s decision.

2.5.2. Administrative Appeals of Suspension or Revocation of Installation Driving Privileges. Make any appeal requests in writing no later than 14 calendar days from the date the preliminary suspension letter was issued.

2.5.2.1. Active duty, Air National Guard, Air Force Reserve, and Department of Defense civilian personnel must submit their memorandum to their commander outlining the reason(s) for the appeal. Commanders may provide a recommendation letter or endorsement to the appeal. Submit the appeal to 22 SFS/S-5R.

2.5.2.2. All other personnel without military affiliation may send their appeal memorandum directly to 22 SFS/S-5R at the address in [Figure 2.1](#).

2.5.2.3. 22 SFS/S-5R will process the appeal in accordance with internal instructions. Forward the appeal package to the 22 MSG/CC through the Defense Force Commander who will include a concur/non-concur recommendation.

2.5.2.4. 22 SFS/S-5R will notify the individual by written response within five days of the receipt of the 22 MSG/CC's decision.

2.6. Restricted Driving Privileges. Personnel whose installation driving privileges have been suspended or revoked, and whose civilian driver's license is not suspended or revoked, may request limited driving privileges or probation pending adjudication or administrative action.

2.6.1. Forward written requests through their chain of command to 22 SFS/S-5R. Family members of active duty, Reserve, or National Guard personnel should route their package through their sponsor's commander. The request must include compelling reasons there is an extreme hardship and no other workable alternative. It must also cite at least one of the issues outlined in AFI 31-218 (I), Paragraph [2-10.D. \(1\) Through \(4\)](#).

2.6.2. 22 SFS/S-5R will forward the request to the 22 MSG/CC for final approval/denial. The approval authority may deny, grant, or partially grant the request.

2.6.3. The approval authority will respond to the request in writing outlining the reason for denial or conditions of approval.

2.6.4. 22 SFS/S-5R will notify the individual by written response within five days of the receipt of the 22 MSG/CC's decision.

2.7. Alcohol and Drug Abuse Programs.

2.7.1. Commanders, after coordination with 22 ARW/SJA, will direct drug and/or alcohol testing within 24 hours of suspected alcohol related motor vehicle traffic incidents or misconduct, episodes of aberrant or bizarre behavior, or when there is reasonable suspicion of drug use and the member refuses to provide for testing. Commanders are encouraged to ensure blood alcohol tests are taken as soon after an incident as possible to determine the level and intensity of alcohol involvement. Refer to AFI 31-218(I) for additional information.

2.7.2. Commanders may determine if a person involved in substance abuse will have their government motor vehicle operating privileges suspended and reinstated. Notify 22 LRS Operator Records and Licensing of all suspension and reinstatement actions per AFI 24-301, Ground Transportation.

Chapter 3

PRIVATELY OWNED VEHICLE (POV) REGISTRATION REQUIREMENTS

3.1. Temporary Visitor Passes. A Defense Biometrics Identification System generated visitor/vehicle pass or the AF Form 75, Visitor/Vehicle Pass, are used to control and identify personnel and vehicles traveling on McConnell AFB on a temporary basis.

3.2. Handicapped Person Identification. McConnell AFB will honor all valid state issued handicap decals, placards, signs, etc. Base registration is not required but all vehicles are required to be properly registered and insured in accordance with state law.

Chapter 4

TRAFFIC PLANNING AND CODES

4.1. Installation Traffic Code. Pursuant to Title 18 United States Code, **Chapter 13**, Assimilated Crimes Act, assimilating **Chapter 8** of the Kansas Statutes Annotated, Automobiles and Other Vehicles, AFI 31-218 (I), and this instruction constitute the McConnell AFB Installation Traffic Code.

4.2. Motorcycles, Motor Scooters, TRIKE, MOPEDs, and Bicycles. The terms motorcycle, motor scooter, TRIKE, and MOPED, as used in this instruction, are synonymous with any two/three wheeled motorized device designed, or modified, to carry any number of passengers and achieve a speed greater than 15 miles per hour. A bicycle is any wheeled device designed or modified to carry any number of passengers and powered primarily by human/s and/or assisted by a motor but incapable of motor-assisted speeds greater than 15 miles per hour.

4.2.1. Motorcycle Operations – Personal Protective Equipment. Any person operating a motorcycle on McConnell AFB is required to have and use the following:

4.2.1.1. Head Protection. A helmet designed to meet or exceed Department of Transportation standards must be worn and properly fastened under the chin. Commanders may authorize use of tactical helmets in appropriate off-road training or operating environments after completing an operational risk management evaluation.

4.2.1.2. Eye Protection. Goggles, wrap around glasses, or a full-face shield properly attached to a helmet designed to meet or exceed American National Standards Institute Standard Z87.1 for impact and shatter resistance will be worn. A windshield does not constitute proper eye protection.

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

4.2.1.4. Foot Protection. Riders will wear sturdy over the ankle footwear that affords protection for the feet and ankles (durable leather or ballistic type cloth athletic shoes that covers the ankles may be worn). Sandals, low quarter sneakers, and similar footwear will not be worn.

4.2.2. Operating Motorcycles. In addition to Kansas Statutes Annotated 8-1593 through 8-1598, the following rules apply to operators of vehicles meeting the definition of a motorcycle.

4.2.2.1. All active duty Air Force members (including military personnel on any form of active duty or in active duty for training) must complete Course IV-A (Beginners Course) or IV-B (Experienced Rider Course) in accordance with AFI 91-207, The Air Force Traffic Safety Program, and DoDI 6055.04, DoD Traffic Safety Program, before operating a motorcycle on or off installation roadways.

4.2.2.2. Permitting a person to operate a motorcycle without meeting the training and licensure requirements of this instruction may result in administrative suspension or revocation of the owner's and/or operator's base driving privileges.

4.2.2.3. Headlights will be on when the motorcycle is in motion.

4.2.2.4. Motorcycles will have a rear view/mirror attached to each side of the handle bars.

4.2.2.5. Motorcycles may only be operated on installation roadways under road condition "Green."

4.2.3. Operating Bicycles. In addition to Kansas Statutes Annotated 8-1586 through 8-1592b, the following rules apply to operators of devices meeting the definition of bicycle:

4.2.3.1. Bicycles shall operate on a traffic way. Bicycles shall not ride more than two abreast, except on parts of roadways set aside for the exclusive use of bicycles. Cyclists shall ride as near to the right side as practical, exercising due caution when passing a standing or parked vehicle.

4.2.3.2. Pedestrians and cyclists on any traffic way where no sidewalk or improved path is provided, or where such path is part of or connected to a traffic way, shall not wear headphones, earphones, or listening devices other than medical hearing aids and single ear, hands-free, cell phone devices.

4.3. Restraint Systems. All drivers and passengers on McConnell AFB will wear seat belts. Infants and small children must be secured in an approved child safety restraint. Security Forces are authorized to stop and cite any motor vehicle operator solely for failing to wear their seat belt or failing to ensure all passengers are wearing seat belts or are seated in approved child restraint systems while the vehicle is in motion. Passengers may also be given a citation for not wearing their seat belts. (Note: All instances of seat belt violations within the same vehicle at the same time count as a single citation.) 22 ARW/SEG (Ground Safety) representatives may conduct random vehicle checks to monitor seat belt and child restraint system use. Ground Safety may cite vehicle operators and passengers for seat belt and child restraint device violations under this provision.

4.3.1. Every driver who transports a child under the age of 14 years old in a passenger vehicle shall provide for the child's protection by using:

4.3.1.1. A child passenger safety retraining system that meets or exceeds standards and specifications contained in Federal Motor Vehicle Safety Standard #213 for a child under four years of age.

4.3.1.2. A child passenger safety restraining system that meets or exceeds standards and specifications contained in Federal Motor Vehicle Safety Standard #213 for a child four years of age but under the age of eight years who weighs less than 80 pounds or is less than 4 feet, 9 inches in height.

4.3.1.3. A safety belt manufactured in compliance with Federal Motor Vehicle Safety Standard #208 for a child eight years of age but under the age of 14 years old or who weighs more than 80 pounds or is less than 4 feet, 9 inches in height.

4.3.1.4. Infant/child restraint devices (car seats) are required in privately owned vehicles transporting children four years old or younger and not exceeding 50 pounds in weight.

4.3.2. Proper seat belt use according to manufacturer's instructions by the operator and all passengers in a government owned or General Services Agency vehicle is mandatory both on,

and off, the installation. The number of passengers is limited to the designed seating capacity of the vehicle.

4.3.3. Passengers in open vehicles are not allowed to ride unrestrained in the back of any privately owned truck (open or closed).

4.3.4. Military personnel and government employees will not ride in open bed vehicles except for mission-essential reasons as determined by their unit commander. When authorized, people riding in the back of open bed vehicles will:

4.3.4.1. Remain seated in the bed at all times while the vehicle is in motion.

4.3.4.2. Ensure no portion of their bodies extend outside the normal width of the vehicle.

4.3.4.3. Ensure tailgate, safety strap/net, or stake gate is shut while the vehicle is in motion.

4.3.5. Passengers are not authorized on motorcycles, ATVs, or three-wheeled vehicles unless they are specifically designed by the manufacturer to carry a passenger.

4.3.6. Drivers of buses or vans not equipped with seat belts will not put their vehicles in motion until all passengers are seated. Standing unrestrained in a moving vehicle is prohibited. All passengers must remain seated until the vehicle comes to a complete stop.

4.4. Off-Road Vehicles/All-Terrain Vehicles. Privately owned off-road or all-terrain vehicles designed for the sole purpose of off-road use are not authorized to be operated on McConnell AFB to include the Corvias housing area. Off-road/all-terrain vehicles may be operated as part of a sanctioned event when the event is expressly permitted by the 22 MSG/CC.

4.4.1. No all-terrain vehicle program exists at Outdoor Recreation; only 22 SFS personnel are authorized to operate them on McConnell AFB.

4.4.2. No motorized vehicle except powered grounds maintenance equipment, emergency response vehicles performing security or public safety operations, or Civil Engineer equipment may be operated on sidewalks, lawns, grass, and other seeded areas.

4.4.3. Accomplish all-terrain vehicle training in accordance with AFI 91-207, Air Force Safety Programs.

4.4.3.1. Operators of government-owned all-terrain vehicles shall complete Specialty Vehicle Institute of America or Department of Defense component approved specialty vehicle training tailored to satisfy specific mission objectives in accordance with DoDI 6055.04, DoD Traffic Safety Program.

4.4.3.2. Newly assigned personnel already qualified will receive local operational conditions refresher training from their gaining unit.

4.4.4. Operators will not exceed 20 miles per hour while operating an all-terrain vehicle on base. All-terrain vehicle operators may travel on paved roads when needed for short distances.

4.4.5. Uniform requirements. All-terrain vehicle patrols will wear the current utility uniform (or other special purpose uniforms as directed by the Defense Force Commander) and the following:

4.4.5.1. Approved Department of Transportation/American National Standards Institute helmet.

4.4.5.2. Full-finger gloves.

4.4.5.3. Boots (over the ankle).

4.4.5.4. Goggles - a full faced helmet meets this requirement.

4.4.5.5. Long-sleeve layer or jacket over a shirt, and full-length pants if utility uniform is not worn.

4.5. Traffic Accident Investigation.

4.5.1. Classification.

4.5.1.1. Major vehicle accidents involve a government owned or General Services Agency vehicle and/or a privately owned vehicle on the installation where there is a fatality (ies), incapacitating personnel injury requiring medical attention at a treatment facility, property damage in excess of \$10,000, and the vehicle is rendered inoperable at the accident scene, and/or the airbag restraint system deployed.

4.5.1.2. Minor vehicle accidents involve government owned, General Services Agency, or privately owned vehicles with minor functional or cosmetic damage that does not interfere with the safe operation of the vehicle or cause injury requiring medical attention beyond simple first aid to any person.

4.5.2. Vehicle Accident Reporting.

4.5.2.1. The vehicle operator (or passenger should the vehicle operator be incapacitated) will report any on-base government or privately owned vehicle accident to Base Defense Operations Center.

4.5.2.1.1. Operators of government vehicles (to include General Service Agency vehicles) will report the accident to their unit commander using the chain-of-command by telephone as soon as duties at the scene of the accident are completed.

4.5.2.1.2. Government motor vehicle operators must fill out the DD Form 518, Accident Identification Form, as promptly as possible and provide it to the other vehicle operators concerned.

4.5.2.2. Active duty military members involved in off-base traffic accidents in their privately owned vehicle will notify the Base Defense Operations Center and their First Sergeant when that accident causes injury to the member or damage to government property.

4.5.2.3. Base Defense Operations Center controllers are the focal point for gathering information concerning military personnel or government owned/operated vehicles involved in traffic accidents in the surrounding metropolitan area. 22 SFS/S-5R will obtain copies of accident reports prepared by investigating civilian police agencies to accompany off-base accident reporting information. When notified of a traffic accident outside the installation causing injury or damage to active duty members or government property, Base Defense Operations Center controllers will:

4.5.2.3.1. Notify the affected member's chain of command.

4.5.2.3.2. Notify the 22 ARW Command Post which up-channels information to the concerned group commander (or higher), 22 ARW Ground Safety, and 22 ARW Public Affairs as appropriate.

4.5.2.3.3. Record all information, to include the associated case number from the investigating police agency, in the Security Forces blotter.

4.5.3. Traffic Accident Investigation and Reports. Security Forces respond to all on-base vehicle accidents to render first aid, arrange for medical assistance, protect personal property, normalize traffic, identify victims/witnesses, and conduct an investigation as appropriate.

4.5.3.1. Traffic accidents involving a government owned/operated vehicle or government property only may be investigated by on-duty Security Forces flight members (and do not require a trained, major accident investigator) if there are no injuries, disabling damage, and the damage is less than \$10,000. Use the AF Form 1315, Accident Report, to record the accident. Document section VII of the Standard Form 91, Motor Vehicle Accident Report. Contact 22 ARW Public Affairs for official photos if Security Forces cannot take photos.

4.5.3.2. Trained traffic accident investigators will investigate traffic accidents involving government owned/operated or privately owned vehicles where there are any fatalities, incapacitating personal injury, government owned vehicle or property damage in excess of \$10,000, a disabled vehicle, or the airbag restraint system(s) have deployed. Use AF Form 1315 to document the accident.

4.5.3.3. On-duty Security Forces will investigate minor vehicle accidents involving privately owned vehicles when such accidents are witnessed by law enforcement personnel or reported to the Base Defense Operations Center. The primary goal of these investigations is collecting data for 22 SFS/S-5R and ensuring exchange of insurance and contact information between the affected people. Use AF Form 1315 to document the accident.

4.5.3.4. Record traffic accident information in the Security Forces blotter. Include accident type, time and date, location, name(s) of vehicle operator(s), unit or address when a person without military affiliation is involved, vehicle description(s), license plate number(s), and any traffic citations issued in the blotter entry.

4.5.3.5. Traffic accident investigations conducted by Security Forces and/or AFOSI will take precedence over any other types of investigation related to the accident to preclude the loss of potential evidence that may have to be introduced later for any criminal/judicial proceeding.

4.5.3.6. Citations will be issued only when a violation leading to, or causing an accident, is witnessed by a law enforcement officer, upon reliable testimony of credible law enforcement officer who witnessed said violation, or upon the results of an investigation.

4.5.4. Hit and Run/Fleeing the Scene of an Accident. Vehicle operators have a duty and responsibility to stop, render aid, and exchange information when involved in a traffic accident or causing damage to another motor vehicle or property. Law enforcement officers responding to an accident scene where a vehicle operator has left the scene will render first aid, arrange

for medical assistance, protect personal property, normalize traffic, identify victims/witnesses, and determine the type of accident involved.

4.5.4.1. Complete an AF Form 3545, Incident Report, citing the appropriate assimilated Kansas Statute Annotated in the offense block when the accident is classified as major and/or involves a government owned/operated vehicle. The law or statute cited may change based on a person's military affiliation and duty status when a subject is identified.

4.5.4.2. When the accident involves minor functional or cosmetic damage to privately owned vehicles:

4.5.4.2.1. Afford the victim(s) and any witness (es) the opportunity to provide written statements via AF Form 1168, Statement of Suspect/Witness/Complainant.

4.5.4.2.2. Take digital color photos to accompany the statements.

4.5.4.2.3. Issue victim(s) a DD Form 2701, Initial Information for Victims and Witnesses of Crime.

4.5.4.2.4. Record the incident in the Security Forces blotter as "Hit and Run."

4.5.4.2.5. Forward statements and photos to 22 SFS/S5R for record.

4.5.4.3. Apprehend any person identified as a suspect/subject in any hit and run case under the applicable law or statute based on their status or military affiliation. The AF Form 3545, photos, and statements accomplished in accordance with paragraphs [4.11.2.1](#) – [4.11.2.2](#) will become part of the case file after a suspect/subject has been apprehended.

4.5.4.4. 22 SFS/S2I will coordinate with civilian law enforcement agencies to investigate people who are not military members subject to the Uniform Code of Military Justice and do not reside on McConnell AFB when they are suspected of fleeing/leaving the scene of an accident.

4.5.4.5. Report damage occurring in Army, Air Force Exchange Service or Defense Commissary Agency parking or loading/unloading areas believed to have been caused by shopping carts, patrons, or employees to the store manager or ranking supervisor. Report any damage thought to be caused intentionally or through willful neglect to the Base Defense Operations Center. Security Forces will investigate the incident as a criminal act.

4.6. Parking. Vehicle parking shall be available on a first come, first served basis. Legal parking areas are bordered on both sides by white or yellow painted lines on the surfaces of a parking lot. Only one vehicle per parking space is authorized with the exception of motorcycles/ bicycles. Whenever any parking stall is marked with stall lines it shall be unlawful to park on, across, or extended over any line or pavement marking designating the parking space; in such a position not entirely within the designated lines or marking or park backed into any diagonal parking space so as to parked facing the normal traffic flow.

4.6.1. Reserved Parking. Reserved parking will not exceed 10 percent of available parking in the immediate vicinity of any facility. Facility custodians may request reserve parking spaces personnel and/or vehicles identified in [paragraph 4.6.1.1](#) Government vehicle and handicapped parking spaces are not counted against total reserved parking spaces.

4.6.1.1. Authorized Reserved Parking. The Traffic Safety Coordination Group will review and validate the reserved parking plan every two years or as directed by the Installation Commander. The following reserved parking is authorized on McConnell AFB:

- 4.6.1.1.1. 22 ARW Alert Forces
- 4.6.1.1.2. Wing Commanders
- 4.6.1.1.3. Vice Commanders
- 4.6.1.1.4. Group Commanders
- 4.6.1.1.5. Deputy Group Commanders
- 4.6.1.1.6. Squadron/Detachment Commanders
- 4.6.1.1.7. Squadron Deputy/Flight Commanders
- 4.6.1.1.8. Flying Squadron Operations and Maintenance Officers
- 4.6.1.1.9. Command Chief Master Sergeant
- 4.6.1.1.10. Enlisted Group Superintendents
- 4.6.1.1.11. First Sergeants
- 4.6.1.1.12. Chief Master Sergeants
- 4.6.1.1.13. Physically Handicapped
- 4.6.1.1.14. Government Owned Vehicles
- 4.6.1.1.15. General/Colonel

4.6.1.2. Reserved Parking Requests. Reserved parking is approved on a case-by-case basis with authority over reserve parking planning delegated to the 22 MSG/CC. Facility managers shall identify specific parking needs for their facilities, to include handicapped employees, when submitting a request.

- 4.6.1.2.1. Consider location of bicycle, motorcycle, car-pooling parking, and location of fire suppression systems, fire hydrants, and emergency exits.
- 4.6.1.2.2. Give priority to customers, visitors, and handicapped people when determining reserved parking locations.
- 4.6.1.2.3. Submit AF Form 1768, Staff Summary Sheet, and AF Form 332, Base Civil Engineer Work Order Request, to the 22 MSG/CC through 22 SFS/S3, 22 CES/CEO, 22 CES/CC, and 22 ARW/SEG. Include a map of the existing parking plan and reserved parking spaces with proposed changes clearly indicated and justified. 22 CES/CECE will maintain approved requests.

4.6.2. Handicap Parking. Handicap parking is regulated under the Uniform Federal Accessibility Standards. Designate handicap parking in accordance with the Uniform Traffic Control Devices for Streets and Highways and applicable Department of Defense guidelines.

4.6.2.1. Facility managers with disabled or handicapped AF/non-appropriate funds civilian employees who maintain state-issued handicap vehicle registration and/or parking placards should request a reserved handicap parking spot for that specific employee.

Regular handicap parking is available to anyone authorized to use it on a first come, first serve basis.

4.6.2.2. Use of handicapped parking is limited to the person for whom the handicapped license plate, sticker, decal, or other identification media has been authorized. The person authorized the privilege must be in the vehicle or facility where the parking space is located at the time the vehicle is parked in the handicapped parking space.

4.6.3. Signage. 22 CES will make or procure all parking signs. Reserved parking signs shall be colored in engineer grade brown background with two-inch white letters and mechanically fastened to the curb face. Curb signs may be used in conjunction with standing signs. Painting signs on pavements is discouraged.

4.6.4. Prohibited Parking. Parking is prohibited:

4.6.4.1. On a lawn or seeded area unless otherwise posted.

4.6.4.2. Within 25 feet of a building or structure unless a designated parking space exists.

4.6.4.3. Within 15 feet of a dumpster or trash receptacle or in such a way that would block access to the dumpster.

4.6.4.4. On the narrow side of two lane streets within the family housing area. Vehicles must be parked against the outside curb nearest the housing unit.

4.6.4.5. In any position blocking or obstructing flight line access roads or gates.

4.6.4.6. On the inside circle of any traffic island.

4.6.5. Recreational Vehicle Parking.

4.6.5.1. 22 FSS Outdoor Recreation Office shall identify, mark, and maintain parking lots for long-term storage of trailers, oversized, and recreational vehicles, and resale activities with approval of the 22 MSG/CC.

4.6.5.2. The McConnell AFB Recreational Vehicle Storage Lot is the only long term parking area authorized for recreational vehicles, trailers, boats, oversized vehicles, etc. Recreational vehicles, trailers, boats, and other oversized vehicles are authorized to be parked for 24 hours or less in all other parking lots on McConnell AFB. Members may bring recreational vehicles, trailers, boats, oversized vehicles, etc. to work centers but must park in the back of parking lots so as not to impede traffic. Vehicles must be removed at the end of the member's duty day.

4.6.5.3. Corvias housing residents may park recreational vehicles and trailers in their driveways for short periods not to exceed 48 hours in any seven-day period. Residents will use their driveways and carports as much as possible to avoid on-street parking of oversized recreational vehicles.

4.6.5.4. Enlisted dormitory residents may park recreational vehicles and trailers in dormitory parking lots for short periods not to exceed 48 hours in a seven-day period.

4.6.5.5. Security Forces may cite any recreational vehicle or trailer creating environmental, traffic, or other safety hazard regardless of the amount of time parked in one location.

4.6.6. Vehicle Resale Lot. Vehicle owners using the 22 FSS Resale Lot must obtain a sale permit from 22 FSS Auto Hobby Shop prior to placing their vehicle or trailer on the lot. Displayed vehicles and trailers must comply with safety and registration requirements for the duration of the permit. Vehicles displayed without a permit will be cited. Vehicles remaining in the lot after a permit has expired will be cited and subject to impoundment in accordance with **Chapter 6** of this instruction.

4.7. Traffic Warden Program. Unit commanders and staff agency chiefs may establish a traffic warden program to increase effective use of available parking for their organizations. The program does not usurp the authority of on-duty security forces patrols to enforce traffic regulations. Security Forces enforcement will take precedence in the event of any conflict.

4.7.1. The Defense Force Commander will:

- 4.7.1.1. Provide staff support and program guidance.
- 4.7.1.2. Provide all required training materials and training for designated traffic wardens.
- 4.7.1.3. File, maintain, and process traffic tickets as outlined in this instruction
- 4.7.1.4. Report violations to individual unit commanders and staff agency chiefs as outlined in this instruction.
- 4.7.1.5. Maintain traffic warden appointment letters at the Base Defense Operations Center and 22 SFS/S-5R.

4.7.2. On-duty Security Forces will:

- 4.7.2.1. Respond to requests for emergency assistance as needed.
- 4.7.2.2. Provide staff assistance as requested, manpower and mission requirements permitting.
- 4.7.2.3. Access the Kansas Criminal Justice Information System to identify vehicle owners or operators.

4.7.3. Unit commanders/staff agency chiefs who chose to establish a traffic warden program will:

- 4.7.3.1. Appoint noncommissioned officers in the grade of E-5 (SSgt)/civilian equivalent, or above, as traffic wardens.
- 4.7.3.2. Designate traffic wardens in writing. Provide three copies of the letter to 22 SFS/S-3.
- 4.7.3.3. Ensure traffic wardens are enforcing parking in accordance with this instruction and guidelines provided by the 22 SFS.

4.7.4. Traffic wardens are limited to citing non-moving parking violations identified in **Chapter 7**, Rules of the Road. (Exception: Contact Security Forces to enforce parking violations in a fire lane or handicapped parking space.) Traffic wardens will:

- 4.7.4.1. Use available media to notify building occupants and visitors that a traffic warden program is in place.
- 4.7.4.2. Limit enforcement activity to their designated parking areas.

- 4.7.4.3. Identify non-emergency parking violations within their assigned parking areas.
 - 4.7.4.4. Positively identify violators and issue citations in accordance with Defense Force Commander guide lines.
 - 4.7.4.5. Instruct violators to report to the traffic warden immediately upon receipt of the citation.
 - 4.7.4.6. Prepare DD Form 1408, Armed Forces Traffic Ticket, in accordance with established guidelines.
 - 4.7.4.7. Establish an internal process for violators to report after receiving a parking citation. Forward issued traffic tickets to 22 SFS/S-5R for processing within 72 hours.
 - 4.7.4.8. Bring uncompleted traffic tickets to 22 SFS/S-5R when violators do not comply with reporting instructions and remain unidentified. S-5R technicians or Base Defense Operations Center controllers will provide necessary information to complete the traffic ticket.
- 4.7.5. 22 SFS/S-5R will:
- 4.7.5.1. Document the base driving records for cited violators.
 - 4.7.5.2. File and maintain all records of warning notices.
 - 4.7.5.3. Notify First Sergeants of traffic citations issued; forward serious incident citations such as reckless driving, speed contests, etc., to commanders and agency chiefs for action.
 - 4.7.5.4. Recommend suspension/revocation of base driving privileges in accordance with AFI 31-218(I).

4.8. Off-Installation Traffic Activities. Title 18 USC, Section 1385 (Posse Comitatus Act), Title USC, Section 375, and DoD Directive 5525.5, Enforcement of State Traffic Laws on DoD Installations, strictly limit the use of Federal resources to enforce state and municipal law. Active duty military members and Air Force civilian employees engaged in law enforcement duties on McConnell AFB will not execute duties (including traffic control and/or management) outside the legal jurisdiction of the installation without approval of the 22 ARW Staff Judge Advocate and authorization of the installation commander.

- 4.8.1. Personnel engaged in integrated defense/law enforcement functions may execute duties outside the tactical perimeter and/or legal jurisdiction of McConnell AFB as directed by the installation commander. Limit those actions to roadways and property immediately adjacent or connected to the installation perimeter or other designated areas of interest identified by the Defense Force Commander.
- 4.8.2. Any person in the performance of security/resource protection duties may investigate (to include requesting identifying information) any person, vehicle, or item of concern solely to determine if there is any security risk to the installation or mission resources. All investigative activity must stop when the patrolman discovers there is no lawful reason to believe any risk is present regardless of any other criminal activity to concern.
- 4.8.3. Security Forces will immediately report any suspected criminal activities encountered while performing duties to the appropriate civil law enforcement agency for action and may provide statements to assist with their investigation.

4.9. Emergency Vehicle Operations. Drivers of authorized emergency vehicles may exercise the privileges set forth in this section but subject to the conditions stated herein when responding to an emergency call, in pursuit of an actual or suspected violator of the law, or when responding to but not upon returning from a fire alarm.

4.9.1. Drivers of authorized emergency vehicles may:

4.9.1.1. Park or stand on any roadway irrespective of the provisions outlined in this instruction.

4.9.1.2. Proceed past a red stop signal or stop sign but only after slowing down may be necessary for safe operation.

4.9.1.3. Exceed maximum speed limits so long as the driver does not endanger life or property.

4.9.1.4. Disregard regulations governing directions of movement or turning in specified directions.

4.9.2. The exemptions herein granted to an authorized emergency vehicle shall only apply when such vehicle is making use of an audible signal meeting the requirements of Kansas Statutes Annotated 8-1737 AND visual signals meeting the requirements of Kansas Statutes Annotated 8-1720 except that an authorized emergency vehicle operated as a police vehicle need not be equipped with or display a red or blue light visible from the front of the vehicle.

4.9.3. The foregoing provisions shall not relieve the driver of an authorized emergency vehicle from the duty to drive with due regard for the safety of all persons, nor shall such provisions protect the driver from the consequences of reckless disregard for the safety of others.

4.9.4. Motorists must yield to any authorized emergency vehicle when approached from any direction by an emergency vehicle using emergency lights and siren.

4.10. Fresh Pursuit. Law enforcement officers are authorized to use fresh pursuit when they know, or have reasonable grounds to believe, the operator of a motor vehicle has committed, or attempted to commit, a felony offense or endangered USAF protection level resources.

4.10.1. Entry controllers will use all available means to secure exit points to prevent escape of the suspect/subject when a patrolman has initiated a fresh pursuit.

4.10.2. Pursuit off the installation will only continue with approval of the on-duty flight sergeant if the fleeing suspect/subject is known to be armed and dangerous or suspected of committing a serious felony offense such as escape from confinement, murder/manslaughter, rape, sexual battery, assault, home invasion, etc., and immediately threatens the safety and welfare of the general public.

4.10.3. High speed pursuit or response will be discontinued immediately any time safety of law enforcement officer, suspect, general public, or USAF resources is endangered. Pursuit off the installation will only continue until the suspect/subject surrenders, civil authorities assume pursuit, the suspect and vehicle can be positively identified, or safety of the law enforcement officer, suspect, or general public is endangered.

4.10.4. The Base Defense Operations Center will maintain contact with the Sedgwick County emergency dispatch center throughout any off-base pursuit and notify the Defense Force Commander and 22 ARW Command Post as soon as practical.

4.10.5. 22 ARW Command Post will notify the 22 ARW/CC, 22 MSG/CC, and 22 ARW Public Affairs as appropriate.

4.11. Adverse Road Conditions/Hazardous Weather Conditions.

4.11.1. Road Conditions Defined.

4.11.1.1. Road Condition GREEN. Roads are dry and clear of snow and ice. Drivers will comply with normal vehicle operating procedures and posted speed limits.

4.11.1.2. Road Condition AMBER. Roads are determined to be slippery due to snow or ice or there is reduced visibility. Drivers will exercise caution.

4.11.1.3. Road Condition RED. Roads may be hazardous due to snow, ice, or reduced visibility. Drivers will exercise caution and reduce speeds.

4.11.1.4. Road Condition BLACK. Road conditions are extremely hazardous due to ice, snow, or reduced visibility. Only mission essential and emergency response vehicles will be operated during Road Condition BLACK. Drivers will exercise extreme caution and reduced speeds.

4.11.2. Implement the following actions when snow/ice or other natural disasters affect motorist safety of McConnell AFB.

4.11.2.1. The Base Defense Operations Center controller will notify the Defense Force Commander when Security Forces post and patrols report hazardous road conditions due to weather or natural disaster. The Defense Force Commander determines if the base speed limit should be lowered and the 22 MSG/CC contacted for approval.

4.11.2.2. Security Forces personnel at the installation entry control points will inform motorists of road conditions verbally or with appropriate warning signage.

4.12. Repair and Maintenance of Privately Owned Vehicles.

4.12.1. Emergency Repair. Emergency repairs are authorized only to the extent required to render an incapacitated vehicle mobile enough to mitigate a potential or actual hazard or obstructions. Use emergency flashers and lights to warn other motorists of hazards when available. Contact Security Forces for traffic control when a vehicle is stalled in traffic.

4.12.2. Simple Maintenance. Simple maintenance involves routine services tasks related to the continued safe operation and serviceability of a motor vehicle such as changing a tire, oil or transmission services, changing filters, etc. Simple maintenance may be conducted at Building 424, Skills Development Center/Auto Hobby Shop, or any place on base where no public or environmental hazard is presented AND only when the work can be completed within 24 hours.

4.12.3. Complex Repairs. Complex repairs are any work involving major components or systems expected to endure beyond 24 hours or involving the capture and disposal of significant amounts of automotive fluids (complete coolant flush, draining a fuel tank, etc.). Examples include engine overhauls, fitting aftermarket exhaust or suspension systems, cylinder head removal, body/cosmetic work involving removal or application of paint, etc. Complex repairs may ONLY be performed at Building 424, Skills Development Center/Auto Hobby Shop.

4.13. Towing Privately Owned Vehicles.

4.13.1. Personal towing of privately owned vehicles is only permitted when:

4.13.1.1. Patronizing an established wrecker or tow service with proper apparatus.

4.13.1.2. Using a hitched tow bar or tow dolly using all available emergency flashers on both vehicles (when available) and not exceeding 20 mph.

4.13.1.3. Towing a personally owned vehicle behind a recreational vehicle (as defined by the Kansas Statutes Annotated) in accordance with state motor vehicle laws and regulations.

4.13.2. Vehicles disabled by collision damage or fire may not be towed onto or stored on McConnell AFB unless prior arrangements have been made with employees of the Auto Hobby Shop, Building 424. Wrecked vehicles may be cited and removed under provisions of **Chapter 6** of this instruction.

4.13.3. Not more than three vehicles, including the towing vehicle, may be connected by means of a tow bar mechanism and must comply with K.S.A. 8-1907 when in motion.

Chapter 5

DRIVING RECORDS AND THE TRAFFIC POINT SYSTEM

5.1. Driving Records. Use the Air Force Justice Information System to record vehicle traffic accidents, moving and parking violations, suspension or revocation actions, and traffic point assessments involving military and Department of Defense civilian personnel, their family members, and other personnel operating motor vehicles on a military installation. Access points in accordance with AFI 31-218(I), **Chapter 5, Table 5.2**, Point Assessment for Moving Traffic Violations, unless otherwise specified in **Table 5.1**, Point Assessment for Moving Violations – McConnell AFB Added, and **Table 5.2**, Point Assessment for Non-moving Violations.

5.2. Point System Procedures.

5.2.1. Distribute citation copies and process point assessments in accordance with AFI 31-115, Law and Order Operations.

5.2.2. Refer to **Table 5.1** and **Table 5.2** to assess points for moving and non-moving violations.

Table 5.1. Point Assessment for Moving Violations – McConnell AFB Added.

Violation	Points Assessed
Improperly restrained children under the age of 7 or weighing less than 80 pounds. (See paragraph 4.2.2. – 4.2.2.4.) See Note 1.	2
Operating a radar detection device to indicate the presence of speed recording instruments or to transmit simulated erroneous speed (prohibited on Department of Defense installations). See Note 2.	3
Failure to yield to pedestrians in designated walkway/crosswalk. See Note 2.	3
Failure to wear proper personal protective equipment while operating or riding on a motorcycle, MOPED, or three or four-wheel vehicle powered by a motorcycle like engine.	3
Using a cell phone without hands free device while operating a motor vehicle.	4
Notes: 1. Applies to not using a child restraint system or when it is improperly installed, i.e., car seat, infant carrier, booster seat, belt/strap modification (when required by the manufacturer), etc. Assess four points when no restraint system of any kind is used. 2. Add one point to the point assessment when the violation occurs within an active school zone.	

Table 5.2. Point Assessment for Non-Moving Violations (See Note 1).

Violation	Points Assessed
Unattended child under 12 years of age left in a vehicle. Animals are included if a danger exists to the animal. See Note 2.	6
Improper registration (fraudulent tags).	4
Misuse of handicap decal. See Note 3.	3

Illegally parked in a designated handicap area (no decal, license, or placard displayed).	3
Unattended running vehicle.	3
Abandoned vehicle.	3
Improper parking. See Notes 4 and 5.	2
Improper registration (expired or unregistered).	2
<p>Notes:</p> <ol style="list-style-type: none"> 1. Points may be assessed for each violation when two or more violations are committed on a single occasion. 2. Accomplish an AF Form 3545, Incident Report. Commanders may consider revocation of driving privileges for one year. 3. The occupant/operator of the vehicle displaying a handicap decal, placard, or license plate, is not the decal or placard registrant and is not dropping off or picking up the handicapped registrant. Violation also includes parking in an area designated for "Van Access Only" and a handicapped registrant has parked another class of vehicle instead. 4. When designated in local parking plan, i.e., double-parked, parked in reserved parking, parked against the flow of traffic, and in those areas designated for emergency vehicles. 5. Emergency vehicles are authorized to park in any area deemed necessary to affect a response. 	

5.3. Suspension/Revocation.

5.3.1. The 22 MSG/CC may suspend or revoke driving privileges regardless of whether the improvement measures identified in AFI 31-218(I) are accomplished.

5.3.2. Commanders may request suspension or revocation of driving privileges when a person has been identified as a problem driver or for specific acts or violations. Forward the request explaining the details and reasons for it to 22 MSG/CC through 22 SFS/S5R.

5.3.3. Personnel making a permanent change of station will forward a copy of their orders to 22 SFS/S5R for review. The Defense Force Commander will ensure all suspensions, revocations, and driving records are forwarded to gaining commanders through the Air Force Justice Information System. All driving records or personnel who have made a permanent change of station to McConnell AFB will be honored.

Chapter 6

IMPOUNDING PRIVATELY OWNED VEHICLES

6.1. Standards for Impoundment. Law enforcement officials may impound a vehicle when it clearly interferes with ongoing operations or movement of traffic, threatens public safety or convenience, is involved in criminal activity, contains evidence of criminal activity, or may be stolen or abandoned. Impoundment is justified when vehicles are left illegally parked or unattended:

- 6.1.1. On a street or bridge, or double-parked, and interferes with the safe and orderly flow of traffic.
- 6.1.2. On a sidewalk, within an intersection or crosswalk, in a fire lane, or is blocking a driveway such that the vehicle interferes with operations or creates a safety hazard to roadway users or the general public.
- 6.1.3. Blocking an emergency exit of any public place.
- 6.1.4. In a designated restricted or controlled area in such a manner that is a safety or security hazard or adversely impacts mission activities.
- 6.1.5. During street cleaning or snow removal operations after attempts to contact the owner are unsuccessful.
- 6.1.6. During emergency operations, i.e., natural disaster, fire, emergency response, etc., or must be removed from a disaster area during cleanup operations.
- 6.1.7. When the vehicle was used in a crime or contains evidence of criminal activity.
- 6.1.8. When the vehicle owner or person in charge of the vehicle had been apprehended and is unable, or unwilling to arrange for custody or removal.
- 6.1.9. When the vehicle is mechanically defective and/or danger to others using the public roadways.
- 6.1.10. When the vehicle is disabled by a traffic accident or incident and the operator (or vehicle owner) is either unavailable or physically incapable of having the vehicle towed or moved to a safe location for storage and/or safekeeping.
- 6.1.11. When law enforcement personnel have a reasonable belief the vehicle is abandoned.

6.2. Abandoned Vehicles. A privately owned vehicle is considered abandoned and may be impounded when:

- 6.2.1. The vehicle has been parked in the same location for more than 30 days. Exceptions: The vehicle is properly parked at the owner's residence and the owner is away for official military duty; vehicles for sale in the Resale Lot and properly registered with 22 FSS Auto Hobby Shop; and vehicles parked in designed long-term parking west of Building 732, Airmen Family Readiness Center, when the owner is away for official military duties.
- 6.2.2. Major engine or body parts are missing, it presents an unsightly appearance, or is missing integral safety components (taillights, headlights, seatbelts, etc.) rendering it inoperable.

6.2.3. The vehicle has flat or missing tires.

6.2.4. The state registration is missing, has expired for 30 days or more, and the owner is not TDY.

6.2.5. There is an accumulation of mechanical parts, fluids, or debris under or around the vehicle that present an environmental hazard.

6.3. Impoundment Process.

6.3.1. Emergency Removal. Vehicles deemed a safety hazard may be towed to the designated impound lot or approved towing company storage facility for safekeeping. Security Forces will use all available resources to contact the vehicle owner to correct the unlawful or unsafe condition as soon as possible. When those efforts fails, Security Forces will:

6.3.1.1. Contact an approved towing company to remove and impound the vehicle.

6.3.1.2. Seize and secure any weapons, high value items (valued at more than \$300.00), money, government property, or military identification cards discovered during an inventory of the vehicle.

6.3.1.3. Supervise the removal of the vehicle from McConnell AFB by an approved towing company.

6.3.1.4. Complete a DD Form 2505, Vehicle Tow Authorization, and DD Form 2506, Vehicle Impoundment Report, prior to removing a vehicle from McConnell AFB.

6.3.1.5. Complete an AF Form 3545, Incident Report, anytime a vehicle is impounded.

6.3.2. Non-Emergency Removal. Security Forces will conspicuously place a DD Form 1408, Armed Forces Traffic Citation, on a vehicle found in violation of paragraph **6.2.1-6.2.5**. Instruct the owner to correct the vehicle's condition and report to the Base Defense Operations Center within seven calendar days. If the owner fails to report within the specified time period, and the vehicle continues to meet abandonment criteria:

6.3.2.1. Conspicuously place a DD Form 2504, Abandoned Vehicle Notice, on the vehicle. The issuing patrolman will retain the second copy. Forward the third copy to 22 SFS/S-2I. Notify the affected unit First Sergeant. Document the impoundment in the Security Forces blotter.

6.3.2.2. Forward the DD Form 1408 and DD Form 2504 to 22 SFS/S-2I through 22 SFS/S-5R for further impoundment action if the vehicle has not been removed within three days of posting the abandoned vehicle notice.

6.3.2.3. 22 SFS/S-2I will issue a DD Form 2505 when a contracted towing service is used to remove the vehicle. Complete a DD Form 2506 when the vehicle is impounded. Photograph all sides of the vehicle and conduct a complete inventory of the vehicles' contents. Retain any valuable items and document them on an AF Form 52, Evidence Tag.

6.3.3. Non-Military Request for Impoundment. Civilian law enforcement or government agencies may request the Air Force impound an on-base vehicle for reasons not related to military issues. Coordinate requests by outside law enforcement or government agencies to confiscate or impound privately owned vehicles with the 22 ARW Staff Judge Advocate and the Defense Force Commander. Follow procedures specified in Paragraphs **6.2.1 – 6.2.1.4**

when permission is granted. Issue a DD Form 2505 when a contracted towing service removes the vehicle to an approved impound lot. Return the vehicle to its owner if no action is taken by the requesting agency within 60 days.

6.4. Disposition of Impounded Vehicles. All records of impoundment activity will be held for a total of 120 days prior to disposition of the vehicle and property. Copies of reports will be available to 22 LRS for their records as needed.

6.4.1. 22 SFS will coordinate with 22 ARW Public Affairs and use all available methods to provide reasonable notice of impoundment and an opportunity to reclaim a vehicle no less than 60 days prior to disposition.

6.4.2. Dispose of abandoned vehicles and contents in accordance with AFI 31-218(I), Paragraph 6-6, and DoDM 4160.21, Defense Reutilization and Marketing Manual. Record all disposition actions in the Security Forces Blotter.

Chapter 7

RULES OF THE ROAD FOR PEDESTRIANS AND MOTORISTS

7.1. Speed Limits. Limits specified in this paragraph shall be the maximum allowable speeds. Hazardous conditions may prompt a reduction in these limits with little or no notice to the public. Vehicle operators are subject to speed checks by approved speed measuring devices. McConnell AFB speed limits are:

7.1.1. 30 miles per hour on the main base area, unless otherwise posted.

7.1.2. 20 miles per hour or as posted in the Corvias Housing area.

7.1.3. 15 miles per hour within the industrial maintenance complex and aircraft parking areas unless otherwise permitted by MAFBI 13-213, Airfield Driving.

7.1.4. 5 miles per hour within 25 feet of any aircraft.

7.1.5. 10 miles per hour when passing any troop formation or operating a vehicle in any parking lot.

7.1.6. Adverse Road Conditions.

7.1.6.1. Road Condition GREEN – As posted in paragraphs [7.1.1](#) - [7.1.5](#).

7.1.6.2. Road Condition AMBER – As posted in paragraphs [7.1.1](#) - [7.1.5](#) or as dictated by the road and weather conditions.

7.1.6.3. Road Condition RED – 20 miles per hour on the main base unless otherwise posted.

7.1.6.4. Road Condition BLACK – 15 miles per hour on the main base unless otherwise posted.

7.2. Excessive Speed Rule. Any individual operating a motor vehicle greater than 20 miles per hour over the posted speed limit will be subject to suspension of base driving privileges. Forward citations issued under this provision to the 22 MSG/CC through 22 SFS/S-5R. Each incident will be reviewed on a case-by-case basis and suspension of driving privileges imposed as directed by the 22 MSG/CC.

7.3. Minimum Speed Rule. No person will drive a vehicle at a speed which slows the normal and reasonable movement of traffic except when reduced speed is necessary for safe operation due to road conditions or vehicle/equipment operator instructions. The operator of a slow moving vehicle will yield right of way to ensure no more than four vehicles are being trapped behind it.

7.4. Racing, Exhibition of Speed or Speed Contest. No person shall drive any vehicle in any race, speed competition or contest, drag race, or acceleration contest, test of physical endurance, exhibition of speed or acceleration, or for the purpose of making a speed record, and no person shall in any manner participate in any such race, competition, contest, test, or exhibition upon any roadway or parking lot on McConnell AFB at other than sanctioned events.

7.5. Stopping at Installation Entry Points. Drivers must stop when entering McConnell AFB unless otherwise directed by on-duty entry controllers. Drivers must turn off headlights and use parking lights when approaching any gate during darkness or reduced visibility. Vehicles equipped with automatic headlights which cannot be turned off are not in violation.

7.6. Backing a Vehicle. Backing of government-owned/General Services Agency vehicles and the use of spotters will be in accordance with AFMAN 24-306, Operation of Air Force Government Motor Vehicles.

7.6.1. Vehicle operators will not back a vehicle unless such movement can be safely made without interfering with other traffic.

7.6.2. A spotter is required for all government owned/General Service Agency vehicles when operator visibility is obscured or in question, when backing a vehicle and prior to beginning aircraft up/downloading (with pre-positioned chock in place).

7.6.3. The number of spotters will be determined by the availability of personnel and visibility restrictions but in most cases, only one spotter is required.

7.6.4. Spotters must use the Air Force Standardized Basic Hand and Arm Signals described by AFMAN 24-306, paragraph 4.15.

7.7. Stopping for Reveille or Retreat. All personnel driving a vehicle shall immediately pull to the right of the roadway or traffic lane and stop when reveille and retreat are sounded. The vehicle will not be placed in motion until the last note is sounded unless otherwise directed by law enforcement officer. Passing any vehicle stopped for reveille or retreat is prohibited except for authorized emergency vehicles.

7.8. Distracted Driving. No person operating a vehicle shall use portable telecommunications equipment (cell phone, tablet, or similar device) for any reason to include text messaging, e-mail, web browsing, or voice dictation unless safely and lawfully parked OR using a single earpiece hands free device. Note: Holding a device with one hand away from one's face and enabling "speaker phone" or similar mode is a violation under this provision.

7.9. Prohibited, Distracting, and Unsafe Acts. Vehicle operators and passengers shall not:

7.9.1. Display bumper stickers, other signs, or paraphernalia that disparage the President of the United States; espouse illegal discrimination based on race, creed, color, sex, religion, or national origin; advocate the use of force or violence to deprive individuals of their civil rights; that promote obscenity; or otherwise endanger military good order and discipline.

7.9.2. Operate a vehicle on any street or thoroughfare open to the public while the vehicle is being manipulated with aftermarket hydraulic or pneumatic suspension systems.

7.9.3. Broadcast sounds from any stereo equipment in or on a vehicle at a volume that can be heard more than 50 feet from the vehicle.

7.9.4. Operate a vehicle on any street or thoroughfare that produces excessive fluids, noise, or smoke because of defective vehicle parts or automotive systems or after-market installation of automotive parts.

7.9.5. Leave their vehicle unattended by a capable vehicle operator with a key in the ignition and engine running. Note: Vehicles equipped with keyless remote-start systems may be left unattended with doors locked and the key not inside the vehicle.

7.9.6. Wear headphones, earphones, or other listening devices (other than medical hearing aids and single-ear hands free cell phone devices) while operating a motor vehicle unless hearing protection is required by AFOSH/OSHA standards for the specific vehicle or equipment.

7.9.7. Follow within 500 feet of a fire truck or other emergency vehicle nor drive into or park in a block where an emergency vehicle has stopped in answer to an alarm.

7.9.8. Cross unprotected firehoses unless directed by a fire fighter or law enforcement official performing traffic control duties at an incident scene.

7.9.9. Throw, place, or deposit injurious matter (nails, tacks, glass, wire, etc.) or any other substance likely to cause injury or damage onto any roadway. Any person who intentionally or inadvertently causes such injurious matter onto a roadway shall immediately remove or cause to be removed such materials.

7.9.10. Drive or pass between troop formations.

7.9.11. Overtake a troop formation from the rear unless there is sufficient time to pass without interfering with oncoming traffic, exceeding the speed limit, or endangering the formation.

7.9.12. Pass a convoy transporting explosives or moving vehicles marked "EXPLOSIVES."

7.9.13. Equip a privately owned vehicle with any light or lighting system that displays a red color to the front or sides. Underbody lighting systems shall not flash, emit any shade of red color, nor shall any portion of the build be visible from outside the vehicle. Any lights forward of the vehicle's cab may only emit or reflect a white or amber color.

7.9.14. Use any video recording device such as cell phones, dash cameras, Go Pro Cameras, etc., when approaching the installation access control points or while driving throughout the installation.

7.10. Radar/LIDAR Detection Devices. Use of radar or laser detection devices or a device designed to interfere with or defeat the function of speed-measuring devices is prohibited on McConnell AFB.

7.11. Cross Walks. All vehicle operators will yield to pedestrians in crosswalks.

7.12. Unattended Children in Vehicles. Children under 12 years of age left unattended in a motor vehicle for reasonably short periods of times when weather conditions do not pose a risk of exposure injury to the child are subject to these guidelines:

7.12.1. Ages 7 through 9 may be left unattended when an adult is within eyesight, the keys are removed from the vehicle, and the parking brake is applied.

7.12.2. Ages 10 through 11 may be left unattended when the keys are removed from the vehicle and the parking brake is applied.

7.13. Open Alcohol Containers in Vehicles. No person shall transport an alcoholic beverage container in a vehicle when the original seal, cork, cap, or other means of closure has been opened, removed, or defeated unless such container is kept in a locked compartment or rear trunk, or any locked outside compartment which is not accessible to any person in the vehicle while in motion, or the container is kept behind the last upright seat or in an area not normally occupied by the driver or any passenger when the vehicle is not equipped with a trunk or outside compartment.

7.13.1. Open container restrictions do not apply to recreational vehicles registered with 22 FSS Outdoor Recreation and parked or otherwise immobilized in family camping areas on McConnell AFB in the Krueger Recreational Area.

7.13.2. It shall be an affirmative defense to any prosecution under this section that the defendant or other vehicle occupants possess the cereal malt beverage or liquor containers because of recycling efforts or other activities not associated with content consumption.

7.14. Driving Under the Influence (DUI) Enforcement. In accordance with Kansas Statutes Annotated 8-1567, 8-1567(a) and 8-2144, the following provision apply:

7.14.1. DUI, Ages 21 and Older. No person shall operate or attempt to operate any vehicle upon McConnell AFB while:

7.14.1.1. The alcohol concentration in the person's blood or breath as shown by any competent evidence, including other competent evidence, as defined in paragraph (1) of subsection (f) of Kansas Statute Annotated 8-1083 and amendments there to is 0.08 percent or more.

7.14.1.2. The alcohol concentration in the person's blood or breath as measured within two hours of time of operating or attempting to operate a vehicle is 0.08 percent or more.

7.14.1.3. Under the influence of alcohol to a degree that renders the person incapable of safely driving a vehicle.

7.14.1.4. Under the influence of any drug or combination of drugs to a degree that renders the person incapable of safely driving a vehicle.

7.14.1.5. Under the influence of a combination of alcohol and any drug or drugs to a degree that renders the person incapable of safely driving a vehicle.

7.14.2. DUI Less than 21 Years of Age. In accordance with Kansas Statute Annotated 8-1567(a), it shall be unlawful for any person less than 21 years of age to operate or attempt to operate a vehicle upon McConnell AFB with a breath or blood alcohol content of 0.02 percent or greater.

7.14.3. DUI Commercial Driver's Licenses. In accordance with Kansas Statute Annotated 8-1244, no person shall driver any commercial vehicle defined in Kansas Statute Annotated 8-2128 and amendments thereto, within McConnell AFB while:

7.14.3.1. The alcohol concentration in the person's blood or breath as shown by any competent evidence including other competent evidence as defined in paragraph (1) of subsection (f) of Kansas Statute Annotated 8-1013 and amendments thereto is 0.04 percent or more.

7.14.3.2. The alcohol concentration in the person's blood or breath as measured within two hours of the time of operating or attempting to operate a vehicle is 0.04 percent or more.

7.14.3.3. Committing a violation of subsection (a) of Kansas Statute Annotated 8-1567 and amendments thereto.

7.14.4. Specific procedures for detection, standardized field sobriety testing, evidentiary testing, and processing of DUI offenses are outlined in 22 SFS OI 31-1, Security Forces Operations.

7.14.5. Evidentiary breath tests to determine alcohol content will be administered only by Security Forces personnel trained and certified by the Kansas Department of Health and

Environment (KDHE) to use the Intoxilyzer 9000 instrument. 22 SFS/S-3 will maintain the instrument and all records relating thereto in accordance with applicable statutes and Kansas Administrative Regulations prescribed for the breath testing instrument and relating to certification of agency instrument operators.

7.14.6. Law enforcement officers will request people to submit to evidentiary tests when they have reasonable grounds to believe they were:

7.14.6.1. Operating or attempting to operate a motor vehicle while under the influence of alcohol, drugs, or both, and were detained, apprehended, or taken into custody for violating state statutes and/or this traffic code.

7.14.6.2. Involved in a traffic accident while operating a motor vehicle that resulted in property damage, personal injury or death, and the investigating law enforcement officer has reasonable belief that alcohol, drugs, or both were contributing factors to the accident.

7.14.7. Vehicle operators who refuse to submit to evidentiary tests will not be administered such tests unless:

7.14.7.1. There is probable cause to believe the civilian operator of a motor vehicle was under the influence of alcohol, drugs, or both while operating a motor vehicle in such a manner as to cause the death or serious injury of another person.

7.14.7.2. There is probable cause to believe a military member was operating a motor vehicle under the influence of alcohol, drugs, or both and authority to search and seize was obtained in accordance with the Uniform Code of Military Justice.

7.14.7.3. The 22 MSG/CC orders an active duty member to involuntarily submit a breath sample or surrender a blood sample after coordination with the 22 ARW Staff Judge Advocate.

7.14.8. Blood and Urine Tests.

7.14.8.1. Qualified 22 MDG personnel must perform blood and urine tests by administering the Enzymatic or Anstles Test (commonly referred to as the blood alcohol test) or urinalysis as requested.

7.14.8.2. The 22 MDG will provide 22 SFS with results of any evidentiary blood test performed under the implied consent policy within three duty days of the blood withdrawal.

7.14.8.3. Request a urinalysis if the law enforcement officer has reasonable grounds to believe the driver's impairment results from a drug or other substance undetectable by the blood or breath tests. Accomplish an implied consent briefing when requesting the urinalysis in place of a blood or breath test. Standard search and seizure rules apply if the request is made after a refusal to submit to an evidentiary test or a test revealed an alcohol concentration below the legal limit.

7.14.9. Medical Exceptions. Law enforcement officers should be cognizant of physical or medical disorders or disabilities that may affect completion of an evidentiary test. Offer an alternative test if the person cannot medically complete a prescribed test.

7.14.10. Evidentiary Test Refusal. Law enforcement officers will prepare a statement in the incident report to certify any test requested in accordance with this instruction was refused.

7.14.10.1. The apprehending law enforcement officer will certify reasonable grounds existed to believe the person was operating or attempting to operate a motor vehicle while under the influence of alcohol, drugs, or both, and:

7.14.10.1.1. The person had been placed under apprehension, under detention, or otherwise placed in Security Forces custody or was involved in a motor vehicle traffic accident.

7.14.10.1.2. The person was presented both written and oral notice of the implied consent policies.

7.14.10.1.3. The person refused to submit to and complete a test as requested by the law enforcement officer.

7.14.11. Test Failure. The apprehending law enforcement officer will certify there existed reasonable grounds to believe the person was operating or attempting to operate a motor vehicle while under the influence of alcohol, drugs, or both; and:

7.14.11.1. The person had been placed under apprehension, under detention, otherwise placed in Security Forces custody or was involved in a motor vehicle traffic accident.

7.14.11.2. Results of the evidentiary test showed the person had an alcohol concentration of .08 percent or higher (.02 percent or higher if the person is under 21 years of age); or .04 percent or higher if operating a commercial vehicle on a commercial driver's license.

7.14.11.3. The breath test instrument used is certified by the KDHE, testing procedures were in accordance with KDHE requirements, the breath test instrument was operating within KDHE guidelines, and a certified breath test specialist operated the instrument and administered the test.

7.14.12. The law enforcement officer completes certification upon signing his or her statement. No additional acts of oath, affirmation, acknowledgment, or proof of execution shall be required. The installation commander (or delegated authority) may use the signed certification, copy, or photo static reproduction thereof to initiate suspension or revocation of driving privileges as appropriate.

7.14.13. The law enforcement officer should contact the 22 MSG/CC (or delegated revocation authority) to obtain approval to issue the revocation of driving privileges letter for refusing implied consent testing or failing an evidentiary test.

7.14.14. DUI Offenses Committed by Non-Military Suspects. (Refer to AFI 31-115, Law and Order Operations, paragraphs [4.3.2](#) and [4.8](#) for further information regarding civilian suspects.)

7.14.14.1. Partial Legislative Jurisdiction. The traffic ways leading to the Main Gate and Corvias housing are located within land designated as partial legislative jurisdiction. Law enforcement officers who detect, identify, and detain a person without military affiliation who they reasonably believe was operating or attempting to operate a motor vehicle while under the influence of alcohol, drugs, or both, while attempting to enter McConnell AFB will:

7.14.14.1.1. Comply with procedures for detection, standardized field sobriety testing, evidentiary testing, and processing of suspected DUI offenses outlined in 22 SFS OI 31-1, Security Force Operations.

7.14.14.1.2. Issue violators a Central Violations Bureau (CVB) Form 1805, U.S District Court Violation Notice, citing Title 18, USC **Chapter 13**, assimilating Kansas Statute Annotated 8-1576, 8-1576(a), or 8-1244, whichever is appropriate.

7.14.14.2. Proprietary Jurisdiction. The West Gate and roadways leading to it are in proprietary jurisdiction. Non-military offenders in proprietary jurisdiction will be identified and detained for the appropriate civilian law enforcement agency to take custody.

7.14.14.2.1. Security Forces personnel will provide statements to the responding officer detailing all witnessed driving behaviors and suspect actions. Document all matters in the Security Forces blotter.

7.14.14.2.2. Afford the suspect the opportunity to make arrangements for removing their vehicle prior to departure. If the suspect refuses or cannot arrange to have the vehicle removed within a reasonable time, it may be towed or impounded in accordance with **Chapter 6** of this instruction.

7.15. Obedience to Alert Lights or Klaxon. Vehicles on designated alert response routes will move as far right as possible, stop, and remain stopped while alert lights are in operation and alert force vehicles are responding.

GEORGE N. VOGEL, Col, USAF
Commander, 22d Air Refueling Wing

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

DoD 4160.21M, Defense Material Disposition Manual, 22 October 2015
DoDD 5525.4, IC2, Enforcement of State Traffic Laws on DoD Installations, 29 June 2018
DoDI 6055.04, IC4, DoD Traffic Safety Program, 31 August 2018
DoDM 5200.08V3_AFMAN 31-101V3, Installation Perimeter Access Control, 27 February 2020
AFI 24-301, Ground Transportation, 22 October 2019
AFI 24-302, Vehicle Management, 20 February 2020
AFI 31-101, Integrated Defense, 25 March 2020
AFI 31-115, Law and Order Operations, 18 August 2020
AFI 31-218(I), Motor Vehicle Traffic Supervision, 22 May 2006
AFI 44-121, Alcohol and Drug Abuse Prevention and Treatment Program, 19 December 2019
AFI 91-207, The US Air Force Traffic Safety Program, 26 July 2019
AFMAN 24-306, Operation of Air Force Government Motor Vehicles, 30 July 2020
MAFBI 13-213, Airfield Driving, 10 December 2018

Adopted Forms

DD Form 518, Accident Identification Form
DD Form 1408, Armed Forces Traffic Ticket
DD Form 2501, Courier Authorization
DD Form 2504, Abandoned Vehicle Notice
DD Form 2505, Vehicle Tow Authorization
DD Form 2506, Vehicle Impoundment Report
DD Form 2701, Initial Information for Victim and Witnesses of Crime
AF Form 52, Evidence Tag
AF Form 332, Base Civil Engineer Work Order Request
AF Form 1168, Statement of Suspect/Witness/Complainant
AF Form 1297, Temporary Issue Receipt
AF Form 1315, Accident Report
AF Form 1768, Staff Summary Sheet
AF Form 3545, Incident Report

Standard Form 91, Motor Vehicle Accident Report

Central Violations Bureau (CVB) Form 1805, U.S. District Court Violation Notice

Abbreviations and Acronyms

BAC Blood Alcohol Concentration
DBIDS Defense Biometric Identification System
DFC Defense Force Commander
DoD Department of Defense
DUI Driving Under the Influence

Attachment 2

COMMONLY USED KANSAS STATUTES ANNOTATED

Table A2.1. Commonly Used Kansas Statutes Annotated.

STO Section	Statute	Description of Offense
12	8-1507	Disobeying traffic control devices
13	8-1508	Violating traffic control signal
14	8-1509	Violating pedestrian control signals
15	8-1510	Violating flashing traffic signals
16	8-1511	Violating lane-control signal
17	8-1512	Unauthorized sign, signal, marking or device
26.1	8-15,107	Failure to remove vehicles in accident
30.2	8-1012	Refusal to submit to a preliminary breath test
32	8-1557	Unsafe speed for prevailing conditions
33	8-1558 to 8-1560	Exceeding maximum speed limit; or speeding in posted zone
34	8-1561	Impeding normal traffic by slow speed
35	8-1562	Speeding on motor-driven cycle
38	8-1514	Driving on left side of roadway
39	8-1515	Failure to keep right to pass oncoming vehicle
40	8-1516	Improper passing; increasing speed when passed
41	8-1517	Improper passing on right
42	8-1518	Passing on left within insufficient clearance
43	8-1519	Driving on left side where curve, grade intersection railroad crossing, or obstructed
44	8-1520	Driving on left in no-passing zone
45	8-1521	Driving wrong direction on one-way road
46	8-1522	Improper driving on laned roadway
47	8-1523	Following too closely
48	8-1524	Improper crossover on divided highway
49	8-1545	Improper turn or approach
51	8-1546	Improper "U" turn
53	8-1547	Unsafe starting of stopped vehicle
54	8-1548	Unsafe turning or stopping, failure to give proper signal; using turn signal unlawfully
55	8-1549	Improper method of giving notice of intention of turn
56	8-1550	Improper hand signal
57	8-1526	Failure to yield right-of-way at uncontrolled intersection
58	8-1527	Failure to yield to approaching vehicle when turning left
59	8-1528	Failure to yield at stop or yield sign
60	8-1529	Failure to yield to from private road or driveway
61	8-1530	Failure to yield to emergency vehicle
62	8-1531	Failure to yield to pedestrian or vehicle working on roadway

STO Section	Statute	Description of Offense
62	8-1531	Failure to comply with restrictions in road construction zone
63	8-1532	Disobeying pedestrian traffic control device
64	8-1533	Failure to yield to pedestrian in crosswalk; pedestrian suddenly entering roadway; passing vehicle stopped for pedestrian at crosswalk
64.1	8-15,103	School crossing guard; disobeying
65	8-1534	Improper pedestrian crossing
66	8-1535	Failure to exercise due care in regard to pedestrian
67	8-1536	Improper pedestrian movement in crosswalk
68	8-1537	Improper use of roadway by pedestrian
69	8-1538	Soliciting ride or business on roadway
70	8-1539	Driving through safety zone
71	8-1540	Failure to yield to pedestrian on sidewalk
72	8-1541	Failure of pedestrian to yield to emergency vehicle
73	8-1542	Failure to yield to blind pedestrian
75	8-1544	Pedestrian disobeying bridge or railroad signal
76	8-1551	Failure to stop at railroad crossing stop sign
77	8-1552	Failure to stop at railroad crossing stop sign
78	8-1553	Certain hazardous vehicles failure to stop at railroad crossing
79	8-1554	Improper moving of heavy equipment at railroad crossing
80	8-1555	Vehicle emerging from alley, private roadway, building, or driveway
81	8-1556	Improper passing of school bus; improper use of school bus signals
82	8-1556a	Improper passing of church or day-care bus; improper use of signals
83	8-1569	Improper stopping, standing or parking on roadway
85	8-1571	Parking, standing or stopping in prohibited area
86	8-1572	Improper parking
107	8-1573	Unattended vehicle
108	8-1576	Driving with view or driving mechanism obstructed
109	8-1580	Coasting
110	8-1581	Following fire apparatus too closely
111	8-1582	Driving over a fire hose
112	8-1583	Putting glass, etc. on highway
113	8-1584	Driving into intersection, crosswalk, or crossing without sufficient space on other side
114	8-1585	Improper operation of snowmobile on highway
114.1	8-15,100	Unlawful operation of all-terrain vehicle
114.2	8-15,106	Unlawful operation of a micro utility truck
114.3	8-15,101	Unlawful operation low-speed vehicle
114.4	8-15,108	Unlawful operation of golf cart
114.5	8-15,109	Unlawful operation of work-site utility vehicle
116	8-1575	Driving on sidewalk
117	8-1574	Improper backing

STO Section	Statute	Description of Offense
123	8-1577	Unsafe opening of vehicle door
124	8-1578	Riding in house trailer or mobile or manufactured home
126.1	8-15,110	Unlawful obstructing of license plate
126.2	8-15,111	Unlawful use of wireless communication device
127	8-1586	Parental responsibility of child riding bicycle
129	8-1588	Not riding on bicycle seat; too many persons on bicycle
130	8-1589	Clinging to other vehicle
131	8-1590	Improper riding of bicycle on roadway
132	8-1591	Carrying articles on bicycle; one hand on handlebars
133	8-1592	Improper bicycle lamps, brakes or reflectors
138	8-1594	Improper operation of motorcycle; seats; passengers, bundles
139	8-1595	Improper operation of motorcycle on laned roadway
140	8-1596	Motorcycle clinging to other vehicle
141	8-1597	Improper motorcycle handlebars or passenger equipment
141	8-1598	Motorcycle helmet and eye protection requirements
143	8-1701	Equipment offenses that are not misdemeanors
144	8-1703	Driving without lights when needed
146	8-1705	Defective headlamps
147	8-1706	Defective tail lamp
148	8-1707	Defective reflector
149	8-1708	Improper stop lamp or turn signal
151	8-1710	Improper lighting equipment on certain vehicles
152	8-1711	Improper lamp color on certain vehicles
153	8-1712	Improper mounting of reflectors and lamps on certain vehicles
154	8-1713	Improper visibility of reflectors
156	8-1715	No lamp or flag on projecting load
157	8-1716	Improper lamps on parked vehicle
158	8-1718	Improper lamps and equipment on implements of husbandry, road machinery or animal-drawn vehicles
159	8-1719	Unlawful use of spot, fog, or auxiliary lamp
160	8-1720	Improper lamps or lights on emergency vehicle
161	8-1721	Improper stop or turn signal
162	8-1722	Improper vehicular hazard warning lamp
163	8-1723	Unauthorized additional lighting equipment
164	8-1724	Improper multiple-beam lights
165	8-1725	Failure to dim headlights
166	8-1726	Improper single-beam headlights
167	8-1727	Improper speed with alternate lighting
168	8-1728	Improper number of driving lamps
169	8-1729	Unauthorized lights and signals
170	8-1730	Improper school bus lighting equipment and warning devices
171	8-1730a	Unauthorized lights and devices on church or day-care bus
172	8-1731	Improper lights on highway construction or maintenance vehicle

STO Section	Statute	Description of Offense
173	8-1734	Defective brakes
174	8-1738	Defective or improper use of horn or warning devices
175	8-1739	Defective muffler
176	8-1740	Defective mirror
177	8-1741	Defective wipers; obstructed windshield or windows
178	8-1742	Improper tires
178.1	8-1742b	Improper wide-based single tires
182.2	8-1578a	Unlawful riding on vehicles; persons under age 14
183	8-1801	Defective Motorcycle headlamps
184	8-1802	Defective motorcycle tail lamp
185	8-1803	Defective motorcycle reflector
186	8-1804	Defective motorcycle stop lamps and turn signals
187	8-1805	Defective multiple-beam lighting
188	8-1806	Improper road-lighting equipment on motor driven cycles.
189	8-1807	Defective motorcycle or motor-driven cycle brakes
190	8-1808	Improper performance ability of brakes
191	8-1810	Defective horn, muffler, mirrors, or tires