

**BY ORDER OF THE COMMANDER  
OSAN AIR BASE**

**OSAN AIR BASE INSTRUCTION 31-218**

**5 JUNE 2025**



**Security**

**MOTOR VEHICLE  
TRAFFIC SUPERVISION**

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This instruction implements Air Force Policy Directive (AFPD) 31-1, *Integrated Defense* and Department of the Air Force Instruction (DAFI) 31-218, *Motor Vehicle Traffic Supervision*. It applies to all persons who operate a motor vehicle on Osan Air Base (AB). Failure to observe the prohibitions and mandatory provisions of this instruction by military personnel is a violation of Article 92, Uniform Code of Military Justice (UCMJ) and may also violate other articles of the UCMJ. Violations by civilian personnel may result in administrative disciplinary action. Failure to comply with prohibitions and mandatory provisions of this instruction may serve as a basis for the revocation or suspension of driving privileges consistent with United States Forces Korea Regulation (USFK) 190-1, *Motor Vehicle Traffic Supervision*. Ensure all records generated as a result of processes prescribed in this publication adhere to the AFI 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the DAF Form 847, *Recommendation for Change of Publication*; route DAF Forms 847 from the field 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 Department of the Air Force.

## ***SUMMARY OF CHANGES***

This document has been substantially revised and must be completely reviewed. It supersedes OSANABI 31-218, 6 February 2024. Major changes include revisions of regulations and office symbols. Implements USFK Policy Letter #12, - USFK Regulation 190-1, *Motor Vehicle Traffic Supervision Interim Update Concerning Personal Transportation Devices (PTD)*. Redesignates motor scooters to moped. Updates speed and engine size reclassifying criteria of all Play Vehicles, PTDs, Mopeds, Motorcycles. Implements new registration requirements for each vehicle classifications.

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## Chapter 1

### RESPONSIBILITIES

#### **1.1. 51st Fighter Wing Commander (51 FW/CC) will:**

1.1.1. Ensure all matters pertaining to motor vehicle supervision are properly implemented, distributed, and enforced.

#### **1.2. 51st Mission Support Group Deputy Commander (51 MSG/CD) will:**

1.2.1. Oversee all requests for reserved parking, including for Government Owned Vehicles (GOVs), and will be the final approval authority for change, determining the appropriate number and fair share of reserved parking spaces across the installation.

#### **1.3. 51st Security Forces Commander (51 SFS/CC) will:**

1.3.1. Exercise primary responsibility for motor vehicle enforcement and supervision while sharing the responsibility with other staff agencies for a balanced traffic safety program. Notify an individual through their unit commander when six or more traffic points have been assessed within a six-month period on an individual's driving record.

#### **1.4. 51st Civil Engineer Commander (51 CES/CC) will:**

1.4.1. Ensure traffic signs, signals and pavement markings conform to standards.

1.4.2. Assign base parking monitors to oversee reserved parking spot work orders/requests and to route them to the 51 MSG/CD for approval.

1.4.3. Appoint a primary and alternate Base Parking Manager.

#### **1.5. 51st Logistic Readiness Squadron Commander (51 LRS/CC) will:**

1.5.1. Ensure Vehicle Operators Records and Licensing maintains the AF Form 2293, *US Air Force Motor Vehicle Operator Identification Card*.

1.5.2. Ensures personnel are authorized and verify all documents are completed in order to obtain the USFK Form 134EK, *USFK Motor Vehicle Operator's Permit*.

1.5.3. Issue the USFK Form 134EK, and the USFK Personal Transportation Device (PTD) Operator's Permit.

#### **1.6. Unit Commanders will:**

1.6.1. Identify and schedule individuals to attend the Driver Improvement Program (DIP), Course V. These individuals consist of those who display poor or unsafe attitudes or behaviors, are found at fault in a GOV vehicle accident, or who are admitted through commander discretion. The DIP program is directed from the violator's Squadron Commander or First Sergeant and is required by 51 SFS Reports and Analysis to reissue suspended licenses. For further questions contact, 51st Fighter Wing Safety Office (51 FW/SEG), 784-1842.

1.6.2. Assign parking monitors to enforce unauthorized parking within their unit's respective area of control. These areas are defined as the parking spaces (both reserved and general) that surround the unit's work center(s).

**1.7. 51st Fighter Wing Staff Judge Advocate (51 FW/SJA) will:**

1.7.1. Provide 24/7 on-call attorneys to assist on-duty 51 SFS flights and patrols with legal matters, including determination to issue a preliminary suspension of driving privileges for alcohol-related vehicular incidents.

## Chapter 2

### LICENSING

**2.1. All USFK SOFA status military personnel, USFK civilian appropriated and non-appropriated employees, and family members of the aforementioned personnel must:** Possess a USFK Form 134EK to drive POVs on U.S. installations and Korean roadways unless they possess a current ROK driver's license or international driver's permit (IDP). Military retirees, Civilian retirees, USFK Invited Contractors, USFK third-country national employees, and family members or widows of the aforementioned personnel must possess a corresponding ROK driver's license or valid IDP.

**2.2. All USFK SOFA status military personnel, USFK civilian appropriated and non-appropriated employees and family members of the aforementioned personnel must:** Possess a valid United States (U.S.) state driver's license, ROK driver's license or a foreign driver's license issued by another UN member country prior to obtaining a USFK Form 134EK. USFK civilians, appropriated and non-appropriated employees and family members are not required to obtain a USFK Form 134EK if already in possession of a current ROK driver's license.

**2.3. Any person assigned or attached to Osan AB who possesses a USFK Form 134EK will be authorized to drive/operate a motor vehicle on the peninsula.** A valid United States-issued state driver's license or an international driver's permit may be used as a temporary permit for 30 days after initial arrival in the Republic of Korea (ROK) in conjunction with PCS orders for SOFA assigned personnel. In order to obtain a USFK Motor Vehicle Operator's Permit the operator must present the following below documentations to 51st Logistics Readiness Squadron's Ground Transportation Licensing Office (51 LRS/LGRDDO):

2.3.1. US driver's license or IDP or ROK issued driver's license.

2.3.2. Military Orders.

2.3.3. USFK Driver's License Exam certificate of completion.

2.3.4. Rental Lease Agreement (E6 and below authorized to live off-installation at government expense).

**2.4. Eligibility.** The following individuals are authorized to obtain a USFK Form 134EK:

2.4.1. All Command Sponsored Personnel (CSP), regardless of grade.

2.4.2. Service members on joint assignment authorized to ship a Privately Owned Vehicles (POVs) at government expense, regardless of grade.

2.4.3. Permanently assigned service members in the grade of E-7 or above.

2.4.4. Department of Defense (DOD) civilian employees in the grades of GS-5, WG-5, WL-2, WS-1, NA-5 and CC-3 or equivalent and above; USFK technical representatives.

2.4.5. DOD civilians GS-4, WG-4, WL-1, NA-4, CC-2 and below and non-CSP service members E-6 and below, authorized to live off-installation at government expense.



2.4.6. USFK Invited Contractor and USFK foreign country national employees and their family members are authorized, but not required, to obtain a USFK Form 134EK as long as they are first in possession of a ROK driver's license or valid international driver's permit prior to obtaining the USFK Form 134EK. **Note:** Must have SOFA privileges in order to own and register a POV.

2.4.7. Unaccompanied service members E-6 and below, who reside on base with an approved Exception-To-Policy (ETP). **Note:** Must also have an approved ETP to own and register a POV.

2.4.8. Unaccompanied service members E-6 and below, authorized to live off base.

2.4.9. Family members/dependents over the age of 16 of the aforementioned personnel above, who have authorized base access. **Note:** The legal driving age in South Korea is 18 years old. Anyone under this age, even with a valid USFK Form 134EK, is not authorized to drive off base.

## 2.5. Motorcycle Endorsement.

2.5.1. To obtain a motorcycle endorsement on a USFK Form 134EK, the applicant (all authorized personnel) must first have a valid motorcycle operator's license or motorcycle endorsement issued by the civil authorities of a country or by a U.S. State or territory of the United States. Additionally, military personnel must also show proof of completion of a Motorcycle Safety Foundation (MSF) course or Deputy Under Secretary of Defense (DUSD) for Intelligence & Security (I&E) endorsed, state-approved, curriculum for motorcycle operator's safety training. Operators of moped are not required to obtain a valid U.S. state/territory motorcycle operator's license or motorcycle endorsement but must have MSF completed.

2.5.2. Motorcycle riders may obtain a 10-day temporary license in order to ride to and attend an MSF course if the rider is already in possession of a valid motorcycle operator's license or motorcycle endorsement issued by a U.S. state/territory or another country. U.S. State or territory of the United States. The 10-day temporary license may be issued five days before the start of the MSF course. If the motorcycle rider is unable to attend the MSF class another temporary license may be issued five days prior to attending a new future MSF course. Refer to **USFK 190-1, Table B-1**, for further details.

## 2.6. GOV License.

2.6.1. Any person assigned or attached to Osan AB operating a government military vehicle will have in their possession a valid AF Form 2293.

2.6.2. All Korean civilian employees who operate government motor vehicles or non-appropriated funds vehicles (to include Army and Air Force Exchange Service (AAFES) registered vehicles) must possess a valid ROK driver's license issued by the Korean Government and an AF Form 2293 issued by 51 LRS/LGRDDO. Korean civilian employees operating government motor vehicles or non-appropriated funds vehicles off-base must have a valid ROK driver's license for the specific class of vehicle being operated.

2.6.3. Civilian contractors who operate government motor vehicles (GMVs) on Osan AB must possess a valid ROK driver's license and an AF Form 2293 issued by 51 LRS/LGRDDO. The contracting officer must certify individuals are trained, licensed, and physically qualified to operate GMVs and briefed on official use policies. This will be accomplished by letter, listing each individual and the types of vehicles they operate. Certification letters must be signed by the contractor and coordinated through the Air Force contracting officer. The contracting officer will validate the contractor is authorized to operate GMVs in accordance with contract requirements. This letter will be updated as necessary and remain on file in the Operator Record and Licensing (OR&L). After this is accomplished, a valid AF Form 2293 will be issued. Military and state driver's permits issued by agencies outside the ROK are not valid for use in Korea to drive government vehicles. USFK military driver's license is required prior to operating any tactical, non-tactical, or command lease vehicle in the ROK. Temporary Duty (TDY) units enroute to the ROK need to complete the USFK online driver training and testing on Joint Knowledge Online (JKO). Upon completion of the training and testing, the AF Form 2293 will be annotated "Valid in Korea".

## **2.7. Implied Consent Provisions.**

2.7.1. Implied consent to blood, breath, or urine tests. Individuals who operate a motor vehicle on Osan AB automatically give their consent to chemical tests for alcohol or drug content of their blood, breath, or urine. It is implied that, if lawfully stopped, apprehended or cited for an offense committed while driving or in control of a motor vehicle, the individual has given "implied consent" to the search of their person. An individual's refusal under the "Implied Consent" provision will automatically result in a 1-year revocation of driving privileges.

2.7.2. Implied consent to impoundment. Any person granted the privilege to operate or register a motor vehicle, PTD, or bicycle on a military installation shall be deemed to have given their consent for the removal and temporary impoundment of the motor vehicle when it is parked illegally, or for unreasonable periods. 51st Mission Support Group Commander (51 MSG/CC) will determine if the situation interferes with military operations, creates a safety hazard, was disabled by accident, left unattended in a restricted or controlled area, or abandoned. The owner also agrees to reimburse the United States for the cost of towing and storage should their motor vehicle, PTD, or bicycle be removed or impounded. Existence of these conditions will be determined by the 51 MSG/CC.

2.7.3. Traffic accident or criminal infraction. Any person who operates, registers, or is in control of a motor vehicle PTD, or bicycle on a military installation involved in a traffic accident or criminal infraction will be informed by the 51 SFS Reports and Analysis Section. 51 SFS Reports and Analysis Section, when applicable, will notify in writing and forward notice of the violation to the host State and/or home of record Department of Motor Vehicles (DMV) and to the National Register, of the individual.

## Chapter 3

### MOTOR VEHICLE REGISTRATION

#### 3.1. Motor Vehicle Criteria.

3.1.1. A motor vehicle is any motor-driven vehicle manufactured primarily for use on a public street, road or highway. Mopeds with a motorized engine, regardless of engine size, are considered motor vehicles with regard to following the rules of the road outlined in this instruction. Due to limited parking spaces, USFK members assigned to Osan AB are only authorized to own and register one (1) four-wheeled vehicle per household and one (1) motorized two-wheeled vehicle/PTD per licensed driver regardless of CSP status. Any registration beyond the authorized amount requires an ETP, see [paragraph 3.5](#). **Note:** Bicycles and PTDs must be registered; see [Chapter 4](#) for registration process.

3.1.2. Motorcycle. A two or three-wheeled motor vehicle with a seat or saddle that can exceed 50 kph (30 mph) on a level surface or has an engine larger than 49 cubic centimeters (cc) or equivalent size electric motor. A motorcycle must be registered with the Korean vehicle registration office and must have a Korean license plate fixed to the vehicle. A motorcycle is larger and heavier than a moped and its engine lives in the frame. The driver's feet sit on pegs on the outside of the motorcycle.

3.1.3. Moped. A powered two or three wheeled vehicle, that cannot exceed 50 kph (30mph) on a level surface and does not have an engine larger than 49ccs. If mopeds exceed these standards, it is classified as a motorcycle. Any motorized two-wheeled vehicle with a top speed of 25 kph or below speed should be considered a PTD (See 4.2. for details). A moped must be registered with the Korean vehicle registration office and must have a Korean license plate fixed to the vehicle.

#### 3.2. A POV may be owned and registered on Osan AB by personnel outlined in Chapter 2 paragraph 2.4-2.4.7, to include:

3.2.1. Military members who are married to other military members at Osan AB retain their vehicle authorization based on their individual entitlements. (i.e., one member earns a vehicle regardless of grade because of command sponsorship; the other member earns a vehicle if they are E-7 or above). **Note:** Dependents of military, DoD civilians, and SOFA contractors who are themselves a civilian employee, may NOT register a vehicle. If the dependent employee gets locally hired as either an Air Force/Numbered Air Force (AF/NAF) DoD Civilian or as a contractor, it does not affect or change their status as a dependent.

3.2.2. Non-SOFA personnel (e.g., U.S. Military or DoD civilian retiree, U.S. Military reservist assigned to a unit in Korea, widow/widower of a US Military retiree, un-remarried former spouse of U.S. Military retiree, and non-SOFA contractor). **Note:** This includes any member of the USFK or its civilian component authorized shipment of a POV to the ROK at Government expense, except if that person is E-6 and below and resides in unaccompanied housing on base.

3.2.3. KGS employee registration requests will be managed by the Osan Civilian Personnel Office (CPO) due to restrictions that will apply In Accordance With (IAW) specific union agreements with the 51 FW/CC. Employees will direct any questions to the CPO Labor and Employee Relations Section.

3.2.4. ROK military personnel assigned to Osan AB.

3.2.5. Osan AB ONLY. TDY personnel are not authorized to own or register any motor vehicles, to include motorcycle and moped. Only permanent party personnel stationed at Osan AB or associated collocated operating bases (COBs) will be allowed to register motor vehicles.

### 3.3. Registration Process.

3.3.1. All authorized motor vehicles to include all motorcycles/mopeds, regardless of size of cubic centimeters (cc's), must be first registered at Pyeongtaek Vehicle Registration Office (VRO) or the VRO office located on USAG-Humphreys within 10 days after the vehicle is received from a port of entry, motor vehicle pickup point, purchased, or otherwise legally acquired prior to 51 SFS Pass & Registration office. Vehicles that do not comply with this regulation will not be registered or issued a USFK Form 207, *Military Registration and Certificate of Title of Motor Vehicle (Not Transferable)*, and a USFK Vehicle Registration Decal, or a USFK Form 192EK, *Temporary Vehicle Pass*, may be issued during this 10-day grace period. **Note:** Individuals will ONLY register their POV at the installation where the sponsor is assigned.

3.3.2. Any personnel with newly purchased vehicles, PTDs, or bicycles must receive a temporary USFK Defense Biometric Identification System (DBIDS) Vehicle Pass from the Morin Gate Visitor Center, prior to gaining installation access, as outlined in [para. 3.4](#).

3.3.3. The USFK Form 31EK-E, *Application for Registration of USFK Privately Owned Vehicle*, will be accomplished to register a motor vehicle. USFK Form 207 are valid for 2-years or until the sponsor's Date Estimated Return from Overseas (DEROS) date (non-SOFA personnel the expiration on their DBIDS Identification (ID) card, whichever expires first. All POVs will be registered under the sponsor's name, even if another member of the household legally owns the POV. The sponsor may register a POV without a driver's license provided a member of the household has a driver's license.

3.3.4. Before an initial registration, POVs must pass a safety inspection conducted at a USFK-certified motor vehicle mechanical safety inspection facility. Non-SOFA members must obtain a ROK Government issued vehicle inspection certificate from a certified facility off-base. POVs must undergo safety inspection and emission testing every two years thereafter. The only exception to the safety inspection requirement is for vehicles less than two years old as determined by the manufacture date or model year, whichever is older.

3.3.5. The seller and new owner must be present at 51 SFS Pass & Registration office to transfer ownership if the POV was sold to a USFK member from another USFK-assigned member. If both the seller and new owner cannot be present to transfer ownership, the seller must return the USFK Registration Decal upon de-registering the vehicle.

3.3.6. 51 SFS Pass & Registration office are responsible for ensuring only authorized personnel register POVs. Personnel registering a POV to include a motorcycle and moped must present the following documents:

3.3.6.1. DOD-issued ID card.

3.3.6.2. Copy of Orders (for CSP personnel only).

3.3.6.3. Letter of Employment (Government Schedule (GS), NAF employees).

3.3.6.4. USFK Form 700-19A-R-E, *Invited Contractor and Technical Representative Personnel Data Report*, issued to Tech Representatives and Invited Contractors.

3.3.6.5. Korean Motor Vehicle Registration Title.

3.3.6.6. Vehicle safety inspection certificate indicating the motor vehicle passed a USFK vehicle safety inspection.

3.3.6.7. Copy of insurance policy.

3.3.6.8. USFK Form 134EK or ROK driver's license or IDP.

3.3.6.9. For personnel E-6 and below; DD Form 2367, *Individual Overseas Housing Allowance (OHA) Report* (**Note:** Rental Lease Agreements are not accepted)..

3.3.7. USFK Vehicle Registration Decal. All authorized, properly registered POVs will be issued a bar-coded USFK Vehicle Registration Decal. Registration decals should also have an attached sticker that displays a member's DEROS, located directly above the decal. Vehicles properly registered and displaying a USFK Vehicle Registration Decal may be granted access to authorized USFK installations IAW the USFK DBIDS access authorizations of the owner/operator. **Note:** Individuals who initiate the Korea Area Incentive Pay (KAIP) process or extend for any reason must receive a new DEROS sticker from 51 SFS Pass and Registration to match the new date.

3.3.7.1. Applicants must bring their POV to 51 SFS Pass & Registration office. 51 SFS Pass & Registration personnel will affix the USFK Vehicle Registration Decal to the inside of the vehicle front windshield at the bottom left corner. On motorcycles/moped without a front windshield, the Vehicle Registration Decal will be affixed to the front of the vehicle where gate personnel can see it as the vehicle approaches a gate. If a POV has a tinted windshield, 51 SFS Pass & Registration will not be responsible for damage to the tint during the application or removal of the USFK Vehicle Registration Decal. Any remaining DD Form 2220, *Department of Defense Registered Vehicle*, will be removed from the windshield.

3.3.7.2. 51 SFS Pass & Registration personnel will not affix a USFK Vehicle Registration Decal on a vehicle outlined in [para. 3.1](#) that does not have license plates permanently mounted to the front and rear of the vehicle. **Note:** With the exception of PTDs and Bicycles.

3.3.7.3. Registration of bicycles is mandatory. Individuals must bring proof of purchase to 51 SFS Pass and Registration. **Note:** Personnel without proof of purchase must have a memorandum of ownership signed by their first sergeant or commander.

3.3.7.4. Any vehicle, PTD, or bicycle that does not have a registration sticker will not be permitted on the installation.

3.3.7.5. POVs with a USFK Vehicle Registration Decal already affixed due to previous ownership by a USFK assigned member will have the USFK Vehicle Registration Decal remain with the POV, the responsibility will transfer to the new owner upon completion of registration process. However, it is the responsibility of the Pass & Registration technician to replace the DEROS sticker of the previous owner with a DEROS sticker matching the new owner's DEROS.

3.3.7.6. All non-command sponsored E-6 and below vehicles will automatically be labeled as "RESTRICTED PARKING "vehicles. These vehicle owners will not be allowed to park within the restricted parking areas Monday thru Friday, 0600-1800, as outlined in [Attachment 3](#) Area V Restricted Parking Areas.

**3.3.8. Vehicle Registration of US Government, ROK military owned, Fleet Vehicles, Non-SOFA, Company Owned Vehicles.**

3.3.8.1. All US government and ROK military owned or leased non-tactical vehicles (NTVs) that are licensed for operations on public roadways and require access to USFK installations will be issued a bar-coded DBIDS Vehicle Registration Decal and will remain valid as long as the US Government or ROK military retains ownership of the vehicle. AF Form 1800s, *Operator's Inspection Guide and Trouble Report* are required to register all US government owned vehicles.

3.3.8.2. Fleet vehicles and company owned vehicles will be associated in DBIDS to the company or organization instead of an individual using temporary identification number (TIN). TIN is generated and managed by the USFK Provost Marshal. Requesting organizations will submit TIN request memorandum to the Non-Commissioned Officer in-charge (NCOIC) of 51 SFS Pass & Registration for review and coordination to USFK Provost Marshal Office Security Division (USFKPM-S) The request must include the unit/agency point of contact, contract or vehicle use period, reasons for the fleet request (be specific and must include contracting company information, if applicable, purpose of the vehicles, and approximate number of vehicles to be registered). See [Attachment 8](#).

3.3.8.3. Non-SOFA (e.g., U.S. Military retiree, U.S. Military reservist, widow/widower of a U.S. Military retiree, former spouse of U.S. Military retiree, DOD Civilian retiree, etc.) and non-U.S. diplomatic status personnel are not allowed to register more than one vehicle, except DOD military and civilian retired personnel, ROK military personnel with authorized dependents assigned to Osan AB and fleet vehicles (ROK military/contractor vehicles). Applicants must submit the USFK Form 195EK-E, *Application for USFK Vehicle Registration Decal* to 51 SFS Pass & Registration, NCOIC of Installation Access. USFK Vehicle Registration Decal will expire in conjunction with the DBIDS ID card, or one year from issued date of the USFK Form 207 for U.S. Military retiree, U.S. Military reservist, widow/widower of a U.S. Military retiree, former spouse of U.S. Military retiree, DOD Civilian retiree.

**3.4. Temporary Vehicle Registration & USFK DBIDS Vehicle Pass.**

3.4.1. Vehicles requiring short-term, temporary access to Osan AB (visitor vehicles) will be issued a temporary vehicle pass designated for Osan AB only. Individuals with authorized personnel and vehicle escort privileges may obtain a temporary vehicle pass, not to exceed 96 hours, at the Morin Gate Visitor Control Center (VCC). The vehicle owner/operator must present a valid driver's license, Korean DMV Motor Vehicle Registration Title, proof of a valid safety inspection, and a valid proof of insurance. VCC personnel are not authorized to issue a DBIDS temporary vehicle registration or a USFK-wide Temporary Vehicle Pass.

3.4.2. 51 SFS Pass & Registration office may issue a USFK-wide temporary vehicle pass to personnel who is authorized POV has not arrived or has been shipped from Korea, or whose SOFA licensed vehicle is inoperative or insufficient to meet specific needs such as the visit of an extended family for no more than 30 calendar days. Personnel must present a valid driver's license and provide proof of insurance.

3.4.3. Short-Term Rental. Individuals, primarily residents or TDY personnel, who wish to access the installation with a rental vehicle must meet the grade and eligibility criteria outlined in paragraph [2.4.-2.4.7](#) in order to obtain a USFK DBIDS temporary vehicle registration and the USFK-wide temporary vehicle pass from 51 SFS Pass & Registration office, up to a maximum period of 30 days.

3.4.4. Extended Rental or Leased Vehicles. TDY/Temporary Additional Duty (TAD) personnel or military units or agencies who use rental or leased vehicles to provide services for the command, 51 SFS Pass & Registration may issue a USFK DBIDS Temporary Vehicle Registration, and a USFK-wide temporary vehicle pass in 30-day increments for a period not to exceed 60 days. For rental/lease periods in excess of 60 days, a requesting authority must submit a USFK Form 195EK-E, and justify the need for the pass to 51 MSG/CD.

### **3.5. Exceptions to Policy (ETP).**

3.5.1. No person will register more than one (1) four-wheeled vehicle and one (1) motorized two-wheeled vehicle on Osan AB, unless they obtain an approved ETP. All ETPs will be routed to the 51 MSG/CD, or designated representative, for approval consideration. Only personnel assigned to the Osan AB/Area V will be eligible to submit an ETP.

3.5.2. Non-SOFA (U.S. Military or DoD civilian retiree, U.S. Military reservist assigned to a unit in Korea, widow/widower of a US Military retiree, un-remarried former spouse of U.S. Military retiree, and non-SOFA contractor status personnel) **are not** allowed to register more than one vehicle, except in the case of fleet vehicles and Republic of Korea Air Force (ROKAF) personnel.

3.5.3. All ETP vehicles will be registered with “RESTRICTED PARKING” limitations and will only be allowed to park in specific areas. See [Attachment 3](#), Area V Restricted Parking Areas.

### **3.6. Deregistration Process.**

3.6.1. All SOFA POV owners will deregister or make legal arrangements for deregistration of their vehicles before permanently departing from USFK command by reporting to the 51 SFS Pass & Registration office for a vehicle registration clearance check.

3.6.2. All SOFA POV owners must first deregister at the Pyeongtaek VRO or the VRO office located on USAG-Humphreys and resolve any outstanding traffic citations or concerns prior to deregistering any POVs with 51 SFS Pass & Registration office.



3.6.3. Individuals retiring from the active duty and remaining in country may have their POV registered up to the day of their official retirement date. Individuals on these circumstances must present proof of Terminal Leave dates, Permissive TDY dates and/or official Retirement date in order to receive a USFK DBIDS Temporary Vehicle Registration and the USFK-wide Temporary Vehicle Pass. USFK Vehicle Registration Decal must be turned in. The USFK-wide Temporary Vehicle Pass will be issued in lieu of the USFK Vehicle Registration Decal in 30-day increments until their official retirement date, to which their status changes from SOFA to Non-SOFA.

3.6.4. Powers of Attorney (POA). Individuals who are unable to dispose of their POV prior to departure may transfer it via POA to an authorized individual only under the following circumstances:

3.6.4.1. Emergency leave when member may not be returning to the ROK.

3.6.4.2. Short notice permanent change of station (PCS) assignments in which notification is 90 days or less.

3.6.4.3. Humanitarian assignments when notification is 90 days or less.

3.6.4.4. Member has been court-martialed and will enter confinement.

3.6.4.5. Member has been medically evacuated to Continental U.S. and will not return to the ROK.

3.6.4.6. Has a special circumstance not listed above and has a written exception to policy signed by the first O-6 in the chain of command.

3.6.5. The owner must provide a duly executed POA and the POA Memorandum (see [Attachment 6](#)). The owner and recipient of the POA must be present at 51 SFS Pass & Registration office to transfer the registration within 10 days of the effective date of the POA.

3.6.6. 51 SFS Pass & Registration personnel will not transfer ownership and allow new registration of vehicles under POA if the recipient of the POA does not meet the grade and eligibility criteria outlined in paragraph [2.4.-2.4.7](#) to include an ETP, if the recipient possesses the maximum authorized POVs.

3.6.7. POAs will only be valid for 60 days, regardless of being properly registered.



## Chapter 4

### BICYCLES, PTDS, AND PLAY VEHICLES

#### 4.1. Bicycles, PTDS, and Play Vehicles.

4.1.1. Bicycles (any two- or three-wheel device having operative capability by human propulsion (pedals) are classified under the category of 'Vehicle' according to Korean Law and are required to comply with road traffic safety regulations that govern motor vehicles. Bicycles will be registered with 51 SFS Pass & Registration office utilizing USFK Form 33-E, *Military Bicycle Registration* and will be issued a USFK Vehicle Registration Decal and a DBIDS Vehicle Registration.

4.1.2. When a bicycle is designed to be operated by a child under the age of 13, the bicycle is considered a play vehicle and may be operated on a sidewalk. Special consideration should be given to the overall appearance of vehicles operated by children 13 or younger. If the size and appearance of the vehicle signifies that it can appropriately be utilized by personnel 14 or older, the vehicle should not be considered a play vehicle. Persons aged 13 and older shall operate bicycles in bike lanes, on bicycle paths, and on roadways when operating the bicycle on any USFK military installation. Note: If a bicycle is motorized, it is considered a PTD.

#### 4.2. Personal Transportation Device.

4.2.1. A PTD is defined as a powered two or three wheeled vehicles designed to transport personnel but not registered as a motor vehicle, motorcycle, or moped that propels the device at a maximum speed of not more than 25 kph (15mph) on level ground. A PTD must be registered in DBIDS. Note: Some vehicles sold as PTDs may exceed speeds of 25 kph on level ground. These vehicles will be considered as motorcycles or mopeds and must comply with all motorcycle and moped training, licensing, registration, and operating requirements.

4.2.2. PTDS that contain a lithium battery rated at 60v/20Ah or higher are not permitted on the installation (See [Attachment 11](#)).

4.3. Play Vehicles. A play vehicle is defined as a motorized or non-motorized unicycle, monicycle, skateboards, hoverboards, roller blades, roller skates, shoes with retractable wheels, children's bicycles, tricycles, and Big Wheels, and other devices not equipped with a hand-operated steering device. Play vehicles may not exceed speeds of 10kph (6mph) and are not authorized for use on any public roadways or bike lanes located on or off USFK installations. There is no licensing and registration requirements for play vehicles.

#### 4.4. Licensing and Registration of Bicycle and PTDs.

4.4.1. Licensing. Individuals already in possession of a USFK form 134EK must have a separate PTD endorsement in order to legally operate a PTD. Individuals without a USFK form 134EK must take the U.S. Forces Korea Driver Licensing Course and pass the exam on JKO as a prerequisite to licensing in order to be issued a USFK PTD Operator's Permit. **Note:** Active-duty military personnel shall be required to take the USFK PTD resident training course within 30 days of purchasing a PTD and have a counseling and endorsement by their Unit Safety Representative or Unit Commander using the USFK Form 190-1P, *Personal Transportation Device Counseling and Endorsement Worksheet*.

4.4.1.1. Registration. All bicycles and PTDs will be registered with 51 SFS Pass & Registration within 10 days after being purchased, or otherwise legally acquired. In order to be issued the USFK Form 207 and a USFK Vehicle Registration Decal, owners must provide the following documents: Bicycle owners will utilize the USFK Form 33-E.

4.4.1.2. PTD owners must provide the serial number, make and model, color and year and proof of purchase or ownership. If the PTD was purchased from another USFK assigned member, both members must be present at 51 SFS Pass & Registration office in order transfer ownership. If both members cannot be present at the same time, the PTD must be de-registered by the previous owner and return the USFK Vehicle Registration Decal. The new owner must provide the USFK Form 20-E, *Bill of Sale*, or a Record of Ownership for PTD in Lieu of USFK Form 20-E, memorandum (See [Attachment 7](#)).

4.4.1.3. USFK Form 134EK with PTD endorsement or a USFK PTD Operator's Permit.

## Chapter 5

### TRAFFIC CITATIONS

#### 5.1. Non-moving Violations.

5.1.1. The following actions will be taken against military and civilian personnel assigned to Osan AB, ROK who receive one or more non-moving violations within a one-year period.

5.1.2. One violation: Violators will be counseled by their supervisor.

5.1.3. Two violations: A written notice will be attached to the second citation and forwarded to the violator's unit commander to complete a report of action taken. This written warning will be provided to the violator by the commander or First Sergeant informing them a third non-moving violation will result in suspension of driving privileges. Commanders will also consider suspending driving privileges for a period of 30-180 days when individuals receive two violations.

5.1.4. Three or more violations: Driving privileges will automatically be suspended for a period of 1 year or until PCS, whichever comes first. Personnel who initiate the KAIP process will still have their suspensions hold for one year or until PCS. When personnel PCS, the gaining unit is the deciding agency for continuing or discontinuing the driving privileges revocation.

5.1.5. When a year has passed since the driving privileges were revoked, for those who have not PCS'd, it is the sole responsibility of the individual with driving revocations to submit a request to 51 SFS Reports and Analysis ([51SFS.Reports.AnalysisOrgBox@us.af.mil](mailto:51SFS.Reports.AnalysisOrgBox@us.af.mil) or 315-784-1545) for reinstatement of privileges.

**5.2. Moving Violations** Refer to USFKR 190-1, Appendix C, AFI 31- 218, Chapter 5.

#### 5.3. Administrative Procedures.

5.3.1. Administrative processing for traffic violations will be accomplished within 30 duty days, starting on the date the Armed Forces Traffic Ticket is issued.

5.3.2. Unit commanders will be notified via email from 51st Security Forces Squadron, Reports & Analysis (51SFS/S5R) within five (5) duty days (non-holidays, down days, etc.) from the date of the citation. The unit commander will notify the alleged offender and conduct an inquiry to determine if the alleged violation occurred.

5.3.3. Individuals will be allowed to submit additional information for the commander's consideration. The commander's decision and actions will be recorded on the Report of Action and returned to 51 SFS Reports and Analysis. The individual's driving record will be updated to indicate the appropriate driving points assessed and driving privilege suspensions or revocations, if applicable.

#### 5.4. Rebuttal Procedures.

5.4.1. The rebuttal process is intended to provide individuals that receive traffic citations an opportunity to submit additional information in defense, mitigation or extenuation of the circumstances surrounding the issuance of the citation. To allow for package preparation and review, the rebuttal process can take up to a minimum of 60 days.

5.4.2. Individuals who wish to rebut a citation must notify 51 SFS Reports and Analysis ([51SFS.Reports.AnalysisOrgBox@us.af.mil](mailto:51SFS.Reports.AnalysisOrgBox@us.af.mil) or 315-784-1545) within five (5) duty days of receiving the citation.

5.4.3. Individuals have ten (10) calendar days from the date of being notified of receiving a citation to submit a written request for a hearing before the 51 MSG/CC or designated official. The purpose of this hearing is to determine whether their driving privileges should continue to be revoked, reinstated, and/or whether restricted driving privileges, if requested, should be granted. The request should contain, at a minimum, full name, date of incident, and a detailed reason for the request. See [Attachment 10](#), Preliminary Suspension of Driving Privileges.

5.4.3.1. At this hearing, civilian employees, contractors, or civilians have the right to have a personal representative present in accordance with applicable laws and instructions.

5.4.3.2. Evidence and/or witnesses may be submitted in the individual's defense. A hearing will be conducted within ten (10) duty days of receipt of the request.

5.4.4. The right to rebut a citation is automatically forfeited if a request is not submitted within the time allowed. If a hearing is not held within ten (10) duty days, and citation recipients do not request a delay, the suspension will automatically be lifted until a hearing is held. If a hearing is not requested within ten (10) calendar days, the status of suspension will remain in effect.

5.4.5. If practical, the patrolman who issued the citation will accomplish an AF Form 1168, *Statement of Suspect/Witness/Complainant*, along with the completed rebuttal request and the individual's driving history will be forwarded to 51 FW/SJA for legal review.

## **5.5. Administrative Procedures for Republic of Korea Citations.**

5.5.1. Korean National Police (KNP) conducts Driving Under the Influence (DUI) check points throughout the country. All SOFA personnel stopped at a KNP DUI checkpoint must comply with instructions from KNP officials.

5.5.2. Individuals that receive KNP traffic tickets or other moving traffic violations must make every effort to resolve the violation. Contact Pyeongtaek City Hall at commercial (010) 8024-5000 and provide the vehicle's license plate number. City Hall representatives will provide the fine amount and an account number to deposit the payment.

## **5.6. Suspension/Revocation of Driving Privileges.**

5.6.1. The traffic points system established in DAFI 31-218 will be used for violations.

5.6.2. Although the 51 MSG/CC is the final authority on all traffic violation related suspensions and revocations, squadron commanders are also authorized to take action to restrict an individual's driving privileges as part of other administrative actions.

5.6.3. When an individual's driving privileges are suspended or revoked, 51 SFS Reports and Analysis will notify 51 SFS Pass and Registration. The individual will be responsible for forfeiting their USFK form 134EK to 51 SFS Pass and Registration. 51 SFS Pass and Registration will maintain control over the USFK form 134EK until reinstatement of privileges or until PCS of the member, in which the USFK form 134EK will be given to 51 LRS/Ground Transportation Operation Records & Licensing (Bldg. 1333).

5.6.4. 51 SFS Reports and Analysis will notify the 51 LRS/LGRDDO, appointed by the 51 LRS/CC, respective unit commander, and licensing state to ensure timely documentation in permanent driver's records.

5.6.5. 51 LRS/LGRDDO will receive a monthly Suspension/Revocation/Barment/Wanted (SRBW) report from 51 SFS/S5R and will be responsible for uploading the violator's revocation into their database for the purpose of record keeping and management of the individual's AF Form 2293.

## **5.7. Standards and Procedures for Processing Intoxicated Drivers.**

5.7.1. Alcoholic beverages may not be opened or consumed in a vehicle, including PTDs, bicycles, and play vehicles, whether moving, stopped, or parked. An open container is defined as any container that has been opened, has been punctured or has a broken or torn seal and is not securely packed in the luggage compartment. Such a container, especially in reach of the driver, is an indicator of potential intoxicated driving.

5.7.2. Intoxicated driving includes on- or off-base driving and/or being in physical control of a motor vehicle while intoxicated.

5.7.3. Any level of intoxication while driving can result in negative consequences, but levels below 0.03 (absent other indicators) are generally allowable in the ROK on- and off-base. 51 SFS will contact ROKAF or KNP for assistance in situations where there is a need to determine the blood alcohol content (BAC) of a suspected non-US Military intoxicated driver.

5.7.4. Administrative Results of Intoxicated Driving. Currently, a BAC of 0.03 percent or greater is illegal in the Republic of Korea, thus exceeding it on or off-base is against the law but is not to be confused with the UCMJ limit. Depending on the driver, the location and the level of intoxication, consequences of intoxicated driving range from administrative action and driving privilege revocation to fines and/or criminal/civil prosecution. The administrative procedures are:

5.7.4.1. 51 SFS on-duty patrols will immediately issue a preliminary Notice of Suspension of Driving Privileges Letter to those (military personnel, retired members of the military services, DoD civilian personnel, family members, and others with installation driving privileges) suspected of intoxicated driving and confiscate their USFK Form 134EK and AF Form 2293.

5.7.4.2. After a review of available evidence and consultation with on-call 51 FW/SJA, 51 SFS on-duty patrols will suspend (or deny non-DoD affiliated personnel) driving privileges when (on- or off-base) intoxicated driving has been demonstrated as meeting the circumstances outlined below:

5.7.4.2.1. Upon notification of an arrest report or other official document reasonably showing an intoxicated driving incident occurred.

5.7.4.2.2. Upon determination of operation of a motor vehicle with BAC of 0.03 percent or higher as measured by KNP or SFS devices which may include the portable breathalyzer test (PBT) even though it may not be admissible in court.

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

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

5.7.4.3.1. The installation commander or designee (51 MSG/CC) has determined that the person lawfully apprehended for driving under the influence refused to submit to or complete a test to measure the alcohol content in the blood or detect the presence of any other drug as required by the law of the jurisdiction or installation traffic code or by Service Directive.

5.7.4.3.2. The revocation authority determines a conviction, nonjudicial punishment, or a military or civilian administrative action resulting in the suspension or revocation of driver's license for intoxicated driving. If the ROK conviction would normally have resulted in the loss of Korean driving privileges, but does not due to the technicalities of SOFA, the revocation authority must still revoke for a 1 year minimum. Appropriate official documentation of such conviction is required as the basis for revocation. Administrative determinations of intoxicated driving do not necessarily equate to "a drunken driving offense", thus for administrative purposes the revocation authority can impose a lesser revocation period (6 months) when the above conditions are not met, but the authority reasonably believes intoxicated driving occurred.

5.7.4.4. The revocation authority will revoke driving privileges for a period of five (5) years for any person apprehended when driving while under suspension or revocation.

## **5.8. Right to Administrative Hearing.**

5.8.1. Preliminary suspension of driving privileges will be explained to violators in a letter issued by the Security Forces on-duty patrol.

5.8.2. All personnel who are authorized to operate a GOV or motor vehicle on Osan AB will have their USFK Form 134EK and AF Form 2293 immediately confiscated for any alcohol-related moving violations. Once their suspension becomes effective, they may not operate a motor vehicle using a USFK Motor vehicle Operator's Permit anywhere in the Republic of Korea. They will not operate a GOV or utilize a Korean civilian driver's license, and they may not operate a vehicle on any USFK installation until further notice. Further questions can be referred to the Preliminary Suspension of Osan AB Driving Privileges Memorandum or USFKR 190-1.

## Chapter 6

### SAFETY REQUIREMENTS

#### 6.1. General Safety Policies.

6.1.1. Any changes to the below safety policies must be coordinated through the Traffic Safety Working Group, led by the 51 MSG/CD or a designated representative.

6.1.2. No person will operate a motor vehicle, trailer, or semi-trailer unless the equipment is in good working order and the vehicle is in a safe mechanical condition to avoid injury/damage to the driver, passengers, other persons, or property.

6.1.3. All vehicle loads must be safely secured to prevent loss of any equipment or materials being transported.

6.1.4. Individuals will not operate a vehicle exceeding normal seating capacity. (i.e, four passengers in a three-passenger vehicle).

6.1.5. All persons operating or riding in a motor vehicle on-base must wear a functioning seat belts/shoulder harness, to include AAFES taxis. The driver is responsible and can be issued a DD Form 1408, *Armed Forces Traffic Ticket*, if passengers are not wearing seatbelts. All military personnel operating or riding in a motor vehicle off-base must wear functioning seat belts/shoulder harness.

6.1.6. Foreign and U.S. manufactured vehicles of model years 1966 and newer must have installed occupant protective devices within the passenger compartment of the vehicle. Vehicles manufactured before 1966 must have occupant restraints installed if required by host-state or nation laws.

6.1.7. While on base for duty purposes only, individuals may be transported in the cargo area of a truck if the vehicle is equipped with permanent side rails and a tailgate. All fixed seats with occupant restraints must be used before using the cargo area for transport. When using the cargo area, members will sit with their backs against fixed, non-movable sides. Individuals are not authorized to ride sitting against a tailgate. Transport is limited to military installations and for short distances only. When traveling off the installation, personnel must utilize fixed seats with occupant restraints. Individuals are not authorized to ride in the cargo area of Low-Speed Vehicles (LSVs).

6.1.8. Every motor vehicle operated singularly or when towing any other vehicle will be equipped with mirrors that give the driver a view of the road for a distance of at least 200 feet to the rear of the motor vehicle.

6.1.9. The driver's view will not be obstructed to the front, rear or sides of the vehicle. At no time will drivers place a vehicle in motion unless and until they have ensured all weather deposits (e.g., frost, ice, snow) or other view obstructions have been removed from all front, rear, and side windows to provide clear visibility in all directions.

6.1.10. All motor vehicles will be equipped with a muffler in good working order.

6.1.11. The operator of a vehicle following a bus or meeting a bus from the opposite direction, which has stopped for to receive or discharge passengers will come to a complete stop and not proceed until the bus resumes motion.

6.1.12. When operating a government vehicle in reverse, the driver will use due care. Vehicles will not back up in such a way as to interfere with other traffic. The distance an operator may back up a motor vehicle will be the absolute minimum needed to negotiate a turn. The driver of a government vehicle will always back into a parking space when parking. The driver will exhaust all means to locate and utilize a spotter when backing up during low visibility or any time that the driver's line of sight may be obstructed. If two or more personnel are in the vehicle, at least one or more individual(s) will act as a spotter regardless of the circumstances. Prior to initiating any vehicle motion, drivers and spotters will ensure the immediate area is clear of any vehicles, personnel or obstructions. Spotters will always maintain a clear line of sight with the driver. Spotters will remain in place until the driver has completed backing or any other activity that requires the use of a spotter. If a spotter is not available after exhausting all means, the driver will walk around the vehicle, check for obstructions, and honk the horn two to three times before moving in order to alert nearby personnel. The driver will also utilize four-way flashers (if available) while backing during low visibility to alert any vehicles and personnel in the immediate area of the maneuver. If possible, all drivers will position/park vehicles by backing and heading out rather than heading in and backing out.

6.1.13. Equipment items, including Recreational Motor Vehicles (RMVs) (i.e., golf carts) will not be driven on roadways without a Wing Commander approved risk assessment.

**6.2. Traffic During Reveille or Retreat.** All personnel driving a vehicle shall immediately pull to the right side of the roadway or traffic lane and stop when reveille or retreat is sounded.

**6.3. Child Safety Restraint System.** Each child under the age of four or weighing 40 pounds or less must be properly secured in an approved child safety restraint system in the back seat of the vehicle, as equipped. Children between 41 and 80 pounds or who are 4 to 8 years of age must be secured with a seatbelt and seated in an approved booster seat in the back seat of the vehicle.

**6.4. School Drop-Off Areas.** The designated drop-off/pick-up point for Osan Elementary School (OES) is directly in front of OES and Osan Middle High School (OMHS) is the parking garage area adjacent to the Commissary. Students are not authorized to be dropped off along any roadway or in the OMS/OMHS bus lane. All personnel to include students must utilize authorized crosswalks to access OES and OMHS when crossing Songtan Blvd.

**6.5. Personal Electronic Devices (PEDs).**

6.5.1. Wearing headphones and earphones is prohibited while operating any motorized vehicle or bicycle on Osan AB. This does not prohibit wearing hearing protection when conditions and good judgment dictate its use, such as when driving in noise hazard areas, operating heavy machinery, and in locations where aircraft are operating.

6.5.2. Individuals subject to this regulation are restricted from using mobile PEDs such as a handheld cellular phones, or similar devices while operating a motor vehicle on or off military installations unless the vehicle is safely parked, or they are using a "hands free" device such as vehicle speakers and "Bluetooth" ear devices.



6.5.3. All personnel operating a vehicle on-base are restricted from watching a video device while the vehicle is in motion. A video device is defined as any device displaying videos or video feed visible to the vehicle driver that may distract the driver from paying full attention while driving. This means that dash mounted, in dash, or portable devices displaying anything other than a navigation mapping system is precluded from being viewed by the driver while the vehicle is in motion.

6.5.4. All vehicle operators on Osan AB who violate the PED use policy will have their on-base driving privileges immediately suspended for 30 days. Violators will be issued a DD Form 1408 and a notification of suspension letter. A second violation will result in a 6-month suspension of driving privileges, and a third violation will result in a 1-year revocation of driving privileges.

6.5.5. The use of portable headphones, cellular phones, or other listening and entertainment devices (other than hearing aids) while walking, jogging, running, bicycling, skating, skateboarding or using any other PTD on and near roadways is prohibited. Use of listening devices impairs recognition of emergency signals, alarms, announcements, approaching vehicles, human speech, and outside noise in general.

## **6.6. Two-Wheeled Vehicle Operations.**

### **6.6.1. Safety Equipment:**

6.6.1.1. IAW DAFI 91-207, *The Traffic Safety Program*, head protection, eye protection, protective clothing and foot protection are mandatory when operating two-wheeled vehicles.

6.6.1.1.1. No person will operate or ride a motorcycle or moped on- or off-base unless wearing protective headgear and impact resistant eye protection. Eye protection is defined as a "device designed to protect the eyes while operating or riding a motorcycle/moped." Eye protection that is tinted is prohibited while operating a motorcycle/moped during the hours of darkness.

6.6.1.1.2. The operator and passenger will have the chinstrap of their helmets fastened and secured in place when a motorcycle, moped, or bicycle is in motion. Motorcycles and mopeds that are used to transport a passenger must be equipped with passenger footrests unless the vehicle is equipped with a sidecar or enclosed cab.

6.6.1.1.3. During the hours of darkness all motorcycles, PTDs, and bicycles will be equipped with a white front light visible for 500 feet and red reflector or light clearly visible from the rear for 300 feet. Motorcycles, PTDs and mopeds must have a lighted headlight on at all times.

6.6.1.1.4. Motorcycles and PTDs will be equipped with a horn or warning device that can be heard at least 100 feet away.

6.6.1.1.5. No bundles or articles will be hand-carried while riding a motorcycle, moped, or bicycle. Oversized loads that obstruct front or rear vision are prohibited. Both hands must be on the handlebars at all times, except when employing hand signals for turns and unmarked stops.

6.6.1.1.6. Operators will wear protective clothing to include Long sleeved shirt or jacket, long trousers, and full fingered gloves. Gloves will be made of leather or other abrasion-resistant material. Clothing that is bright in colors or reflective is highly encouraged.

6.6.1.1.7. Foot protection includes sturdy over-the-ankle footwear that supports protection for the feet and ankles.

6.6.2. PTDs will ride as near to the right side of the roadway as practical and will follow the same traffic safety rules as motor vehicles, (e.g., one-way roads, stop signs, turn/hand signals).

6.6.2.1. All PTD operators are required to wear a brightly colored outer garment during the day, an outer garment containing retro-reflective material at night and a properly fastened approved (e.g., Consumer Product Safety Commission, American National Standards Institute (ANSI), Snell Memorial Foundation or host nation equivalent) bicycle helmet.

## **6.7. Play Vehicles and Bicycle.**

6.7.1. All personnel must wear a protective helmet/headgear when riding a bicycle, skateboard or any motorized or non-motorized unicycles/monocycles (Ryono, Airwheel or Mobbo), powered or motorized skateboards, hoverboards, and other powered or motorized devices not equipped with a hand-operated steering device. Headgear will meet the specification set by the Snell Memorial Foundation, the American National Standards Institute, (ANSI Z90.1) or Federal Motor Vehicle Safety Standard (FMVSS) No. 218. Korean made helmets with equivalent certifications are acceptable.

6.7.2. Using government issued Kevlar field helmets is prohibited as these helmets do not meet ANSI Standard Z90.1.

## **6.8. Speed Limit Enforcements.**

6.8.1. Operators will not exceed posted speed limits. Operators will drive at a safe and appropriate speed when approaching and crossing an intersection, a curve, the crest of a hill, traveling upon any narrow or winding roadway and, when special hazards exist, with respect to pedestrians or other traffic or by reason of weather or roadway conditions.

6.8.2. No person may drive a motor vehicle at such a low speed as to impede the normal and reasonable movement of traffic except when reduced speed is necessary for safe operation or in compliance with any lawful order affecting the movement of vehicles.

6.8.3. Emergency vehicles are authorized to exceed posted speed limits to meet response requirements.

6.8.4. When feasible, 51 SFS can and should enforce posted speed limits by Light Detection and Ranging (LIDAR), electronic speed detector signs, radar, and pacing.

**6.9. Pedestrian Safety.** Drivers must yield the right-of-way and slow down or stop to yield to a pedestrian crossing the roadway within a crosswalk. Drivers will not pass vehicles that have stopped to yield to pedestrians in the roadway.

**6.10. Fix-It Traffic Tickets.** Security Forces personnel performing law enforcement duties may at any time require drivers to submit to a vehicle inspection, if there is reason to believe the vehicle is unsafe, not properly equipped, or the equipment is not properly adjusted or requires repair.

6.10.1. If a traffic citation is issued, the driver will be directed to report to the Base Defense (BDOC) within 72 hours with proof the repairs or adjustments are corrected. The citation will include a full description of the unsafe condition that must be corrected, e.g., defective headlight or taillight, inoperative windshield wiper.

6.10.2. Failure to correct a vehicle's unsafe conditions within 72 hours will result in the citation being processed for a point assessment. Drivers cited for operating a vehicle with an unresolved "Fix-It Ticket" may be cited for "Knowingly Operating an Unsafe Vehicle," and the vehicle ordered off the road and its registration revoked.

### **6.11. Troop Formations.**

6.11.1. Vehicle operators will yield the right of way to all military troop formations. Vehicles operators will stop for the base shuttle and are prohibited from passing.

6.11.2. Troop formation supervisors will ensure adequate road guards are posted. Road guards should be positioned on all four corners of the formation. Road guards will wear traffic safety vest during the hours of darkness or reduced visibility.

6.11.3. Passing of troop formations is allowed; however, it is incumbent upon vehicle operators to ensure passing the formation can be done safely.

6.11.4. The speed limit when passing a troop formation is 10 mph (16 kph). This speed zone begins 50 meters to the rear of the formation and 50 meters to the front of the formation.

6.11.5. For this regulation, a formation is defined as 3 or more personnel moving on or near the edge of a roadway. All formations will move with the flow of traffic and will not exceed 4 ranks at any time. At no time will any member of the formation cross over the centerline of the roadway to exceed more than one half of the roadway.

6.11.6. Troop formations conducted along main streets which may interfere with traffic especially during high traffic times must be coordinated 24 hours in advance with the NCOIC of Police Services at DSN: 784-5189.

### **6.12. Motor Vehicle Code.**

6.12.1. Personnel will promptly comply with any lawful order or direction from any SF member, safety representative, or other person designated by the installation commander to supervise and/or enforce compliance with traffic safety rules.

6.12.2. Operators will obey all SF instructions when given a visual or audible signal to bring their vehicle to a stop. The signal given by the SF member may be by hand, voice, emergency light or siren. The SF member giving such signals will be in uniform and his/her vehicle will be appropriately marked showing it to be an official 51 SFS vehicle. Operators will stop to the far right of the roadway.

6.12.3. Operators of all vehicles will obey all official traffic signs, markings, and other traffic control devices, unless otherwise directed by a SF member or other person performing traffic control functions.

6.12.4. No person will place, maintain, or display upon any roadway or parking area, any sign, signal or device that attempts to direct the movement or parking of traffic without the prior approval of the Traffic Safety Working Group.

**6.13. Road Conditions.** Information regarding USFK Highway/Road Conditions can be found in USFKR 190-1, however refer to para. 8.1 for a more detailed description of the locally defined road condition standards.

**6.14. Restriction on Dash Cameras and Vehicle Recording Devices.**

6.14.1. Prior to entry onto the installation, **ALL** dash cameras and vehicle recording devices must be turned off/disabled. These devices must remain off while driving anywhere on the installation.

6.14.2. Failure to comply with this direction will result in a traffic violation and potential suspension of driving privileges.

6.14.3. ETPs for vehicles unable to disable these devices or organizations that require recording capabilities must be routed through unit commanders for approval by the 51 MSG/CD.

**6.15. Accident Reporting.**

6.15.1. Personnel involved in a major motor vehicle accident on the installation will immediately notify the BDOC if one or more of the following occurs: disabling damage to a vehicle, injuries or fatalities involved, damages \$10,000 or more to vehicles or property, or accidents which are difficult to explain. Such accidents or mishaps will be investigated by a certified traffic investigator. Do not leave the scene of the accident until released by responding SF.

6.15.2. All on-base minor accidents will be reported to the BDOC as soon as possible but no later than 24 hours after the accident.

6.15.3. Off-base accidents regardless of accident type will be reported to the nearest Korean National Police Agency and U.S. Military Police or SF unit. Military Police/SF units will document the accident in the AF Form 53, *Security Forces Desk Blotter* for all off-base accidents. Motorists involved in off-base accidents will not leave the scene except to secure medical aid or until released by an appropriate law enforcement agency.

6.15.4. All motor vehicle accidents investigated by the 51 SFS will be documented IAW AFI 31-218 and USFKR 190-1 to include the use of OSANAB Form 42, *Minor Traffic Accident Report (PA)*, for minor vehicle accidents, and AF Form 1315, *Accident Report*, for major vehicle accidents. All major vehicle accidents will require an AF Form 3545A, *Incident Report*. In cases involving USAF GOVs or government property, 51 FW Command Post (784-7000) and 51 FW/SEG (784-1842) will be notified as soon as possible but no later than the first duty day after the accident.

**6.16. Transporting Hazardous Materials, Heavy Equipment and Convoys.**

6.16.1. All vehicles will be marked with a placard as prescribed by applicable safety instructions, and cards filled in and ready for immediate use and placed at a convenient point on the vehicle.

6.16.2. All vehicles will be equipped with the type, size and number of fire extinguishers required by applicable safety instructions. They will be filled and ready for immediate use and placed at a convenient point on the vehicle.

6.16.3. Military and civilian vehicles with heavy equipment will enter and exit the base through the Morin Gate, including AAFES delivery vehicles.

6.16.4. Motorists approached by convoys escorted by SF or other emergency vehicles with red lights or other warning devices flashing will pull to the right of the roadway and come to a complete stop until the last vehicle in the convoy has passed. Motorists following the convoy from the rear are prohibited from passing and will follow the last vehicle in the convoy at a distance of not less than 100 feet.

## Chapter 7

### PARKING POLICIES

#### 7.1. Parking Enforcement.

7.1.1. Due to limited parking spaces at Osan AB, it is essential to enforce parking controls for the proper maintenance, planning, and coordination of existing, non-designated, and future parking areas. 51 MSG/CC is responsible for the safe and efficient use of on- and off-street parking on the installation.

7.1.2. SF and unit parking monitors will jointly enforce parking consistent with USFKR 190-1, USFKR 190-50, *Law Enforcement Procedures in Korea*, USFKR 190-7, *Installation Access Control* and as prescribed by this instruction. Citations (DD Form 1408) will be issued to offenders or placed on the windshield of offending vehicles.

7.1.3. Sections 1-13 of DD Form 1408 must be filled out by 51 SFS personnel or unit parking monitors in order for the citation to be processed by 51 SFS Reports and Analysis.

7.1.4. Unoccupied GOVs illegally parked must have vehicle information sections 5-13 filled out on the DD Form 1408. The ticket will be forwarded to the responsible unit and the unit vehicle officer/NCO will be responsible for identifying the offending vehicle operator. The citation will be credited to the vehicle operator at the time of the incident.

#### 7.2. Parking Monitor Program.

7.2.1. Commanders or designated representatives of each unit or agency on the base are required to assign in writing a member of their unit to perform parking monitor duties to enforce parking regulations in this instruction in unit-managed parking areas. These areas are defined as the parking spaces (both reserved and general) that surround the unit's work center(s).

7.2.2. Parking Monitors provide enforcement of reserved parking in their areas of responsibility. They may cite vehicles that are illegally parked, abandoned, or have no vehicle registration. Parking Monitors are responsible for keeping a running log of all citations issued and must be familiar with DAFI 31-218 and this instruction.

7.2.3. Commanders will submit requests to 51 SFS Reports and Analysis appointing one primary and one alternate monitor per facility. A parking monitor appointment will be effective for not more than 1-year from the date of the appointment letter.

7.2.4. Appointees must have at least 6-months retainability, be responsible, mature, and knowledgeable of the task performed. The person must be a military E-5 and above, civilian GS-05 and above, KGS-05 and above, or civilian contractor that has completed the mandatory training.

7.2.5. All designated parking monitors will be trained by the SF Parking Monitor Program Manager before receiving authorization to issue the DD Form 1408. The training will be logged, maintained, and valid for one year.

**7.3. Completing DD Form 1408, *Armed Forces Traffic Ticket*.**

7.3.1. Monitors will follow these instructions when completing DD Form 1408.

7.3.2. White Copy:

7.3.2.1. Fill out sections 8 - 13 completely.

7.3.2.2. In section 10: use the USFK Vehicle Registration Decal as the Installation Tag Number.

7.3.2.3. In section 14: "Other Violations (Describe)" annotate "See Remarks."

7.3.2.4. In section 14: "Parking" place an "X" in the appropriate block that pertains to the violation.

7.3.2.5. In section 15: annotate the specific violation and if issued for overtime parking include the time the vehicle was first chalked or observed.

7.3.2.6. In section 16: print the entire First Name, Middle Initial, and Last Name of the warden issuing the citation.

7.3.2.7. In section 17: print the parking monitor's unit.

7.3.2.8. In section 18: print the rank of the parking monitors.

7.3.3. Yellow Copy. There are four questions which must be answered. Each question is printed on top of each yellow copy.

7.3.3.1. Any other hazard which increased the seriousness of the violation. Annotate any hazard, such as hindering the flow of traffic, blocking the flow of traffic, etc. Otherwise print "N/A".

7.3.3.2. Where violation was first observed and where contact was made.

7.3.3.3. Total distance traveled. Print "N/A."

7.3.3.4. Condition, attitude, and instructions to violator. Only complete this question if the parking monitor establishes contact with the vehicle operator. Instructions to violator will always be "Report to your Commander or First Sergeant with citation, driver license, registration, and proof of insurance within 24 hours".

7.3.3.5. Witnesses. Print rank and full name of any witnesses who observed the violation. Witnesses do not have to be wardens or active-duty military members.

7.3.3.6. Vehicle Defects. If any vehicle defects are observed, annotate in this section. This is particularly important for abandoned vehicles. If no vehicle defects are observed, annotate "None noted".

7.3.4. Pink Copy. Once completed this copy will be torn off and placed underneath the driver's side windshield wiper blade. For motorcycles, roll the pink copy head to foot and staple it together around a cable ensuring it is clearly visible. During inclement weather ensure the citation is placed inside a protective plastic bag.

7.3.5. Place an "X" in all three blocks in the upper left-hand corner.

7.3.6. Print clearly in the “Special Remarks” column: “Report to your Commander or First Sergeant with citation, driver license, registration, and proof of insurance within 24 hours or next duty day. Also add a statement that directs the violator to contact the monitor within 24 hours or next duty day to enable violators to provide additional information necessary to complete the citation. After completion, take the citation to 51 SFS Reports and Analysis within 48 hours of citation issuance for processing.

#### **7.4. Reserved Parking.**

7.4.1. To ensure the most efficient use of available parking spaces, reserved parking will be kept to a minimum. If unit commanders identify the need to create additional reserved parking for their areas of responsibility, these parking spaces must be approved by the 51 MSG/CD, after being routed by the 51 CES Base Parking Manager. Any additions or removal of spaces should be written into an official Memorandum for Record (MFR) and kept on file for annual review. The 51 MSG/CC may direct an audit of parking spaces, and delegate decisional authority to the 51 CES/CC or a designated representative.

7.4.2. Reserved parking will be marked by unit/position. Designation by name, grade, rank of individual users is prohibited.

7.4.3. Limited duration spaces will be used in lieu of “visitor” or “customer” spaces.

7.4.4. Tent type signage will be used to designate “Distinguished Visitor” parking and will be employed only when a Distinguished Visitor (DV) is expected.

7.4.5. All reserved parking is in effect 24 hours per day (Including, but not limited to O-6 and above, E-9's, Patient, Expecting or w/Small Children, and GOV reserved parking spaces)..

7.4.6. E-9's, O-6's and above who are permanently assigned to Osan Air Base will be issued reserved parking placards upon registering their vehicles with Pass & Registration. These placards should be placed in the vehicle dashboard when utilizing a DV parking space. These placards will be nondescript in nature but should be removed from the dashboard after leaving the DV parking space. Placards are controlled items and will be returned to Pass & Registration during out processing.

7.4.7. Reserved parking signage will be produced and provided by 51 CES. No other Unit produced or procured signage is authorized.

#### **7.5. Parking Restrictions.**

7.5.1. On-Street Parking. Personnel will only park in spaces specifically designated for parking as indicated by white lines on both sides of the parking space or marked with parking signs. Parking on natural surfaces (non-paved areas) is prohibited. These rules apply for all parking garages/areas on the installation.

7.5.2. Long-Term Parking Lot. The long-term parking lot is located on the 2nd floor of the Commissary Parking Garage.

7.5.3. Mustang Center Gravel Lot. Personnel may utilize the parking lot adjacent Building 1313 to park their vehicle with a “For Sale” sign.



## 7.6. Two-Wheel Vehicle Parking.

7.6.1. All motorcycles and mopeds on Osan AB should park in space in parking facilities and parking lots that cannot be used for four-wheeled vehicles when parking will not impede the flow of traffic or promote a safety hazard (parking lot end caps are an acceptable example). Bicycle racks may be used when access does not cause a pedestrian concern or hazard or prevent actual bicycle parking. If not available, motorcycles and mopeds may use normal parking spaces based on the parking authority of the owner (owners who have restricted parking, see 6.7, on their 4-wheeled vehicle are also restricted from using normal parking spaces for their 2-wheeled vehicle in the restricted parking areas).

7.6.1.1. Two-wheeled vehicle parking in the Military Family Housing parking garage (Building 1016) is only permitted in the designated two-wheeled vehicle parking area located on the first floor or the assigned parking spot associated with an apartment. Parking of two-wheeled vehicles on striped lines in the parking garage is not permitted.

7.6.2. Motorcycles and mopeds are not authorized to be operated on sidewalks and should be turned off and walked to locations with bicycle racks.

## 7.7. Restricted Parking Privileges.

7.7.1. Motor vehicles designated as “RESTRICTED” and provided restricted parking DBIDS registration stickers are prohibited from parking in or around the center areas of the base that are traditionally the most congested. **The restricted areas are active Monday through Friday, 0600-1800.** See [Attachment 3](#) for a diagram of the restricted parking areas.

7.7.2. The specific locations for restricted parking are: Base Exchange, Post Office, Force Support Squadron, Finance/Legal, 7 AF Headquarters complex, Bank, Information, Tickets and Travel (ITT)/Checkertails, Library, Community Center, 7 AF parking area, and Headquarters Loop. All other areas of the base are approved for parking restricted vehicles, such as the main gate, Commissary, Fitness Center, Mustang Club, Golf Course, and other facilities outside the designated areas shown below. See [Attachment 3](#) for a diagram of the restricted parking areas.

## 7.8. Parking Restrictions for Emergency Vehicles.

7.8.1. Fire lanes must be kept clear of obstructions at all times and parking in them is strictly prohibited. Temporary stopping in a fire lane, not to exceed 5 minutes, is authorized for vehicle loading or unloading, but the driver or operator **MUST** remain with the vehicle at all times. Temporary parking in the BX/Post Office fire lane is strictly prohibited.

7.8.2. Vehicles parking on street curbs or street sides must be at least 15 feet away from fire hydrants. Violators will be ticketed and towed.

7.8.3. Access for all emergency vehicles to buildings and fire department appliance connections (i.e., fire hydrants, standpipe connections, sprinkler connections etc.) will be clear of road and vehicle obstructions at all times. Unobstructed access will be maintained to ensure fire department access to facility fire protection systems in case of real-world emergencies. This policy includes access during base exercises.

## 7.9. Unattended Vehicles.

7.9.1. Persons operating or in charge of a motor vehicle will not park or allow it to stand unattended without first stopping the engine, placing the transmission in a low gear (manual)

or park (automatic), locking the ignition switch, removing the key and setting the parking brake. When parked on a grade, turn the front wheels so the vehicle will roll against the curb or onto the side of the roadway.

7.9.2. When authorized to park on roadways without curbs, vehicles will only park on the right shoulder of the roadway, within designated painted white lines, and in the direction of the flow of traffic.

7.9.3. Parking areas are clearly marked or lined, and vehicles will be parked between the lines.

7.9.4. Except when necessary to avoid conflict with other traffic or to be in compliance with directions of law enforcement personnel, vehicles will not park in any area not specifically designated for parking.

#### **7.10. Parking Monitor Enforcement Policy.**

7.10.1. Parking monitors will practice impartial enforcement. Citations issued by monitors are controlled items. As a rule, if there is any doubt whether a citation should be issued, it will not be issued. **DO NOT** throw citations away. If an administrative error occurs, return the citation to 51 SFS Reports and Analysis. Deliver all citations and notices to 51 SFS Reports and Analysis within 24 hours.

#### **7.11. Abandoned and Impounded Vehicles.**

7.11.1. The registration form also serves as an official notice to all registrants that if their motor vehicle is left abandoned, not properly deregistered, or not properly disposed of they will be held liable for all costs incurred for the US government to properly dispose of the vehicle. These costs include labor, transportation, storage, and disposal charges. The last registered owner of an abandoned vehicle will also be the subject of an AF Form 3545A or OSANAB Form 44, *Abandoned Bicycle Notice*, for Failure to Properly Dispose of a Vehicle IAW USFKR 190-1.

7.11.2. Persons who operate a motor vehicle on an installation shall be deemed to have given consent for the removal and temporary impoundment of the motor vehicle when it is:

7.11.2.1. Parked illegally.

7.11.2.2. Interfering with operations.

7.11.2.3. Creating a safety hazard.

7.11.2.4. Disabled by accident.

7.11.2.5. Left unattended or abandoned in restricted or controlled area(s).

7.11.2.6. Unregistered and there is no temporary vehicle pass displayed in the dashboard.

## Chapter 8

### IMPOUNDING PRIVATELY OWNED VEHICLES

#### 8.1. Overview.

8.1.1. Motor vehicles should not be impounded unless they clearly interfere with ongoing operations or movement of traffic, threaten public safety or convenience, are involved in criminal activities, contain evidence of criminal activity, stolen, or abandoned. On-duty Security Forces flight leadership may order the impoundment and towing of unattended vehicles for operational necessity.

8.1.2. Attempts should be made to locate the motor vehicle's owner to have the vehicle removed.

8.1.3. The vehicle may be towed to the SF Impound Lot and temporarily secured until the owner is found.

8.1.4. Another responsible person may be allowed to drive or tow the motor vehicle with permission from the owner, operator, or person empowered to control the vehicle, via Power of Attorney. In this case, the owner, operator, or person empowered to control the vehicle will be informed that law enforcement personnel are not responsible for safeguarding the motor vehicle.

#### 8.2. Impounding Illegally Parked Vehicles.

8.2.1. Vehicles may be impounded when they are:

8.2.1.1. On a street or bridge, in a tunnel, or is double parked and interferes with the orderly flow of traffic.

8.2.1.2. On a sidewalk, within an intersection, on a crosswalk, on a railroad track, in a fire lane, or is blocking a driveway, so that the vehicle interferes with operations or creates a safety hazard to other roadway users or the general public.

8.2.1.3. When blocking an emergency exit door of any public place (installation theater, club, dining hall, hospital, and other facility).

8.2.1.4. In a "tow-away" zone that is marked with proper signs.

#### 8.3. Operational Interfere.

8.3.1. Vehicles may be impounded when they interfere with:

8.3.1.1. Street cleaning or snow removal operations after attempts to contact the owner have been unsuccessful.

8.3.1.2. Emergency operations during a natural disaster or fire or must be removed from the disaster area during cleanup operations.

8.3.1.3. The vehicle has been used in a crime or contains evidence of criminal activity.

8.3.1.4. The owner or person in charge has been apprehended and is unable or unwilling to arrange for custody or removal.

8.3.1.5. The vehicle is mechanically defective and is a menace to others using the public roadways.

8.3.1.6. The vehicle is disabled by a traffic incident and operator is either unavailable or physically incapable of having the vehicle towed to a place of safety for storage or safekeeping.

8.3.1.7. Law enforcement personnel reasonably believe the vehicle is abandoned.

8.3.1.8. The vehicle is interfering with Force Protection Condition (FPCON) measures.

#### **8.4. Towing and Storage.**

8.4.1. Impounded POVs may be towed by 51 FSS/Auto Hobby Shop towing service or other towing services coordinated by Memorandum of Understanding (MOU). GOVs will be towed by 51 LRS.

8.4.2. All impounded vehicles will be stored in the impound lot. One set of keys will be maintained by 51 SFS Investigations.

8.4.3. Impounding and towing motor vehicles for violations of installation traffic code or criminal activities will be accomplished under direct supervision of 51 SFS Investigations personnel.

8.4.4. The vehicle impound lot is located within Rush Park and maintained by 51 SFS Investigations.

#### **8.5. Impoundment Procedures.** Unattended privately owned vehicles require the following:

8.5.1. The DD Form 2504, *Abandoned Vehicle Notice*, will be placed on motor vehicles considered abandoned. The Law Enforcement personnel that issued the notice, will contact the BDOC to ensure a blotter entry is made reflecting the vehicle was towed.

8.5.2. Owners of POVs will be allowed 3 days from the date the motor vehicle is tagged to remove the vehicle before impoundment action is initiated. If the vehicle has not been removed after 3 days, it may be towed and impounded. Exception to this time period may be authorized at the discretion of the 51 SFS/CC.

8.5.3. After the vehicle is removed 51 SFS Investigations personnel will complete a DD Form 2506, *Vehicle Impoundment Report*, to record actions taken.

8.5.4. 51 SFS Investigations personnel will conduct an inventory of all property found in the vehicle.

8.5.5. Personal property must be placed in a secure area for safekeeping.

8.5.6. DD Form 2507, *Notice of Vehicle Impoundment*, will be forwarded by certified mail to the address of the last known owner of the vehicle to advise the owner of the impoundment action and to request information concerning the owner's disposition intentions.

#### **8.6. Vehicle Disposition After Impoundment.**

8.6.1. If a motor vehicle is impounded for evidentiary purposes, the vehicle will be held according to legal authority direction. The vehicle must then be returned to the owner without delay unless directed otherwise by competent authority.

8.6.2. 51 SFS Investigations will attempt to locate the registered owner of an impounded vehicle and mail the owner a DD Form 2507 by certified mail. The owner will be instructed to either provide disposition instructions or sign the back to the DD Form 2507 releasing the vehicle to the government for disposal. If the owner of the vehicle does not wish to keep the vehicle, it is disposed IAW DoDM 4160.21, Volume 2, *Defense Material Disposition: Property Disposal and Reclamation*. The owner must return the license plates to Pyeongtaek Motor Vehicle Registration office and the USFK Vehicle Registration Decal must be returned to 51 SFS Pass & Registration office. For individuals that live in Korea and resides off the installation a certified letter cannot be issued to them. They will be denied entry through DBIDS, and the individual will be instructed to contact 51 SFS Investigations immediately.

8.6.3. If the last-known registered owner does not respond to the DD Form 2507 or cannot be determined, the vehicle will be maintained in the SF Impound Lot for a minimum of 45 days prior to the disposition. If the registered owner is known, the vehicle will be maintained for 90 days from the date the DD Form 2507 notice was issued. If there are no results in determining vehicle ownership, the vehicle will be disposed of IAW DODM 4160.21, volume 2 or coordinated with 51 FW/SJA for turning the vehicle over to Pyeongtaek Motor vehicle Registration office at no cost to the Government. 51 SFS Investigations will return the license plates to Pyeongtaek Motor Vehicle Registration office and the USFK Vehicle Registration Decal to 51 SFS Pass & Registration office.

8.6.4. If the owner cannot be determined or found, the property may be disposed of after 30 calendar days following the date of notice.

## **8.7. Stolen Vehicles or Vehicles Involved in Criminal Activity.**

8.7.1. When the motor vehicle is held for evidentiary purposes, the vehicle will remain in the custody of 51 SFS Investigations or OSI.

8.7.2. Recovered stolen motor vehicles will be released to the registered owner unless held for evidentiary purposes or to a law enforcement agency reporting the vehicle stolen, as appropriate.

8.7.3. A motor vehicle held on request of other authorities will be retained in the custody of 51 SFS Investigations or Office of Special Investigations (OSI) until the vehicle can be released to such authorities.

## **8.8. Search of Impounded Vehicles.**

8.8.1. Search of a motor vehicle in conjunction with impoundment based on criminal activity will likely occur in one of the following general situations:

8.8.1.1. Owner or operator not present. This situation could arise during traffic and crime-related impoundments and abandoned vehicle seizures. A property search related to an investigation of criminal activity should not be conducted without search authority unless the item to be seized is in plain view or is readily discernible on the outside as evidence of criminal activity. When in doubt, proper search authority should be obtained before searching via AF Form 1176, *Authority to Search and Seize*.

8.8.1.2. Owner or operator is present. This situation can occur during a traffic stop, criminal incident, if the operator is apprehended for a crime or serious traffic violation and sufficient probable cause exists to seize the vehicle, or intoxicated driving or traffic accidents in which the operator is present but incapacitated or otherwise unable to make adequate arrangements to safeguard the vehicle. If danger exists to the police or public or if there is risk of loss or destruction of evidence, an investigative-type search of the vehicle may be conducted without search authority.

WILLIAM H. McKIBBAN, Colonel, USAF  
Commander

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

DoDM 4160.21, Volume 2, *Defense Material Disposition: Property Disposal and Reclamation*, 22 October 2015

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

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

DAFI 91-207, *The Traffic Safety Program*, 26 July 2019

AFPD 31-1, *Integrated defense*, 21 June 2018

USFK Policy Letter #12, - USFK Regulation 190-1, *Motor Vehicle Traffic Supervision Interim Update Concerning Personal Transportation Devices (PTD)*

USFKR 190-1, *Motor Vehicle Traffic Supervision*, 27 September 2021

USFKR 190-7, *Installation Access Control*, 13 July 2020

USFKR 190-50, *Law Enforcement Procedures in Korea*, 13 December 2017

***Prescribed Forms***

OSANAB Form 42, *Minor Traffic Accident Report (PA)*

OSANAB Form 44, *Abandoned Bicycle Notice*

***Adopted Forms***

DD Form 1408, *Armed Forces Traffic Ticket*

DD Form 2220, *Department of Defense Registered Vehicle*

DD Form 2367, *Overseas Housing Allowance (OHA) Report, Individual*

DD Form 2504, *Abandoned Vehicle Notice*

DD Form 2506, *Vehicle Impoundment Report*

DD Form 2507, *Notice of Vehicle Impoundment*

AF Form 53, *Security Forces Desk Blotter*

DAF Form 847, *Recommendation for Change of Publication*

AF Form 1168, *Statement of Suspect/Witness/Complainant*

AF Form 1176, *Authority to Search and Seize*

AF Form 1315, *Accident Report*

AF Form 1800, *Operator's Inspection Guide and Trouble Report*

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

AF Form 3545A, *Incident Report*

USFK Form 20-E, *Bill of Sale*

USFK Form 31EK-E, *Application for Registration of USFK Privately Owned Vehicle*

USFK Form 33-E, *Military Bicycle Registration*

USFK Form 134EK, *USFK Motor Vehicle Operator's Permit*

USFK Form 190-1P, *Personal Transportation Device Counseling and Endorsement Worksheet*

USFK Form 192EK, *Temporary Vehicle Pass*

USFK Form 195EK-E, *Application for USFK Vehicle Registration Decal*

USFK Form 207, *Military Registration and Certificate of Title of Motor Vehicle (Not Transferable)*

USFK Form 700-19A-R-E, *Invited Contractor and Technical Representative Personnel Data Report*

### ***Abbreviations and Acronyms***

**AAFES**—Army and Air Force Exchange Service

**AB**—Air Base

**AFI**—Air Force Instruction

**AF/NAF**—Air Force/Numbered Air Force

**AFPD**—Air Force Policy Directive

**ANSI**—American National Standards Institute

**BAC**—Blood alcohol content

**BDOC**—Base Defense Operations Center

**COBs**—Collocated Operating Bases

**CPO**—Civilian Personnel Office

**CSP**—Command Sponsored Personnel

**DBIDS**—Defense Biometric Identification System

**DEROS**—Date Estimated Return from Overseas

**DIP**—Driver Improvement Program

**DMV**—Department of Motor vehicles

**DOD**—Department of Defense

**DUI**—Driving Under the Influence

**DUSD**—Deputy Under Secretary of Defense

**DV**—Distinguished Visitor

**ETP**—Exception-To-Policy

**FMVSS**—Federal Motor vehicle Safety Standard



**FPCON**—Force Protection Condition

**GMV**—Government Motor vehicle

**GOV**—Government Owned Vehicle

**GS**— Government Schedules

**IAW**—In Accordance With

**ID**—Identification

**IDP**—International driver’s permit

**ITT**—Information, Tickets and Travel

**JKO**—Joint Knowledge Online

**KCOIC/KOAC**—Korean Combat Operations Intelligence Center/Korea Air Operations Center

**KAIP**—Korean Area Incentive

**KNP**—Korean National Police

**LIDAR**—Light Detection and Ranging

**LSVs**—Low-Speed Vehicles

**MFR**—Memorandum for Record

**MOU**—Memorandum of Understanding

**MSF**—Motorcycle Safety Foundation

**NAF**—Non-Appropriated Funds

**NCOIC**—Non-Commissioned Officer in-charge

**NTV**—Non-tactical vehicles

**OES**—Osan Elementary School

**OMHS**—Osan Middle High School

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

**OPR**—Office of Primary Responsibility

**OSI**—Office of Special Investigations

**PBT**—Portable Breathalyzer Test

**PCS**—Permanent Change of Stations

**PED**—Personal Electronic Device

**POA**—Powers of Attorney

**POVs**—Privately Owned Vehicles

**PTD**—Personal Transportation Device

**RMV**—Recreational Motor Vehicles

**ROK**—Republic of Korea  
**ROKAF**—Republic of Korea Air Force  
**SOFA**—Status of Forces Agreement  
**SRBW**—Suspension/Revocation/Barment/Wanted  
**TAD**—Temporary Additional Duty  
**TDY**—Temporary Duty  
**TIN**—Temporary Identification Number  
**UCMJ**—Uniform Code of Military Justice  
**UN**—United Nations  
**US**—United States  
**USAG**—United States Army Garrison  
**USFK**—United States Forces Korea  
**VRO**—Vehicle Registration Office  
**VCC**—Visitor Control Center

*Office Symbols*

**51 CES**—51st Civil Engineer Squadron  
**51 CES/CC**—51st Civil Engineer Squadron Commander  
**51 FSS**—51st Force Support Squadron  
**51 FW**—51st Fighter Wing  
**51 FW/CC**—51st Fighter Wing Commander  
**51 FW/SEG**—51st Fighter Wing Safety Office  
**51 FW/SJA**—51st Fighter Wing Staff Judge Advocate  
**51 LRS**—51st Logistic Readiness Squadron  
**51 LRS/CC**—51st Logistic Readiness Squadron Commander  
**51 LRS/LGRDDO**—51st Logistics Readiness Squadron's Ground Transportation Licensing Office  
**51 MSG/CC**—51st Mission Support Group Commander  
**51 MSG/CD**—51st Mission Support Group Deputy Commander  
**51 SFS**—51st Security Forces Squadron  
**51 SFS/CC**—51st Security Forces Squadron Commander  
**51 SFS/S5R**—51 Security Forces Squadron's Reports & Analysis  
**7 AF**—7th Air Force

## Attachment 2

## SAMPLE OF COMPLETED DD FORM 1408

Figure A2.1. Sample of Completed DD Form 1408 (White Copy).

ARMED FORCES TRAFFIC TICKET				<input type="checkbox"/> WARNING <small>(See Remarks below)</small>		NAME <small>Last First Middle Initial</small>				
The person named below committed traffic violation set forth at the time and location, and on date shown, and was issued this traffic ticket.										
1. NAME (Last, first, middle initial)										
2. RANK / GRADE		3. DATE OF BIRTH		4. SOCIAL SECURITY NO.						
5. ORGANIZATION OR ADDRESS										
6. DRIVER LICENSE NUMBER				7. ISSUING AUTHORITY (State or Military)						
8. MAKE OR TYPE OF VEHICLE HYUNDAI		9. STATE LICENSE OR REGIS NO. 42-1234		10. INST. TAG NO. 041101234						
11. DATE (Day month year) 11 JAN 04		12. TIME 0822		13. LOCATION BLDG# 995						
VIOLATION	14. <input checked="" type="checkbox"/> SPEED OVER LIMIT <small>( mph in a mph zone)</small>	<input checked="" type="checkbox"/> 5 - 10 MPH	<input checked="" type="checkbox"/> 11 - 15 MPH	<input checked="" type="checkbox"/> OVER 15 MPH	SEE REMARKS					
	<input checked="" type="checkbox"/> IMPROPER LEFT TURN →	NO SIGNAL	OUT CORNER	FROM WRONG LANE						
	<input checked="" type="checkbox"/> IMPROPER RIGHT TURN →	NO SIGNAL	INTO WRONG LANE	FROM WRONG LANE						
	<input checked="" type="checkbox"/> DISOBEYS TRAFFIC SIGNAL (when light is red or red and white)	FAST MIDDLE INTERSECTION	MIDDLE OF INTERSECTION	HAS NOT REACHED INTERSECTION						
	<input checked="" type="checkbox"/> DISOBEYS STOP SIGN →	STOPPED WRONG PLACE	FAILED TO STOP	ROLLED / SPED THROUGH						
	<input checked="" type="checkbox"/> IMPROPER PASSING AND LANE USAGE →	AT INTERSECTION	OUT IN	ON HILL						
	<input checked="" type="checkbox"/> TOO CLOSELY	BETWEEN TRC	ON RIGHT	ON HILL						
	<input checked="" type="checkbox"/> FAILURE TO YIELD	WRONG LANE	ON CURVE							
	OTHER VIOLATIONS (Describe)									
	PARKING							TICKET NUMBER		
OVERTIME				DOUBLE PARKING						
PROHIBITED AREA				OTHER (Describe in Remarks)						
CONDITIONS THAT INCREASED SERIOUSNESS OF VIOLATION	SLIPPERY PAVEMENT	RAIN	AREA	TRAFFIC ACCIDENT		R979984				
		SNOW	BUSINESS	TYPE OF ACCIDENT						
	ICE	INDUSTRIAL	PD	FI						
	FOG	RURAL	FATAL							
	OTHER TRAFFIC PRESENT	SCHOOL	PEDESTRIAN							
	CAUSED PERSON TO DODGE	RESIDENTIAL	VEHICLE							
	CAUSED PERSON TO DODGE	HIGHWAY	HIT FIXED OBJ							
	CAUSED PERSON TO DODGE	TYPE	RIGHT ANGLE							
	CAUSED PERSON TO DODGE	2-LANE	SIDEWALK							
	CAUSED PERSON TO DODGE	3-LANE	REAR END							
CAUSED PERSON TO DODGE	4-LANE	INTERSECTION								
CAUSED PERSON TO DODGE	5-LANE	HEAD ON								
CAUSED PERSON TO DODGE	6-LANE	RAN OFF ROAD								
15. REMARKS  PARKED IN A NON-DESIGNATED PARKING AREA										
16. NAME OF PERSON ISSUING TRAFFIC TICKET JOHN E. DOE										
17. ORGANIZATION AND INSTALLATION 51 SFS/OSAN AB, ROK				18. RANK / GRADE SSGT/E-5						
DD Form 1408, DEC 87 Previous edition is obsolete. CO of violator or appropriate civil agency 1										

Figure A2.2. Sample of Completed DD Form 1408 (Yellow Copy).

ISSUING AUTHORITY'S NOTES	
<b>INSTRUCTIONS</b> Note facts and circumstances in addition to those marked on the face of the traffic ticket that will assist you in testifying before a court or providing additional information as required, e.g.: (1) Any action of violator which increased the hazard of the violation. (2) Where violation was observed and where contact was made. (3) Total distance traveled during pursuit. (4) Condition and attitude of violator and instructions to violator as to reporting.	
1) → N/A 2) → ADJACENT TO BLDG# 1423 (FITNESS CENTER) 3) → N/A 4) → N/A ¶	
REPORT TO COMMANDER OR FIRST SERGEANT, WITHIN 24 HOURS WITH DRIVER LICENSE, REGISTRATION, PROOF OF INSURANCE AND THIS CITATION. ¶	
¶	
Same as 4.12.8.3.2 ¶	
WITNESSES	
NONE PRESENT ¶	
VEHICLE DEFECTS	
BRAKES	
HEADLIGHTS	
TAILLIGHTS	
STOPLIGHTS	NONE NOTED ¶
WINDSHIELD WIPER	
HORN	
TIRES	
OTHER	

DD Form 1408, Copy 2 Reverse, DEC 87

Figure A2.3. Sample of Completed DD Form 1408 (Pink Copy).

INSTRUCTIONS TO VIOLATOR	
<input checked="" type="checkbox"/>	Return your commanding officer, supervisor or sponsor of the violation. The original copy of this traffic ticket will be forwarded in accordance with established procedures.
<input checked="" type="checkbox"/>	You may obtain further information concerning this traffic ticket from the installation law enforcement office.
<input checked="" type="checkbox"/>	SPECIAL INSTRUCTIONS
<p><b>REPORT TO COMMANDER OR FIRST SERGEANT, WITHIN 24 HOURS WITH DRIVER LICENSE, REGISTRATION, PROOF OF INSURANCE AND <u>THIS CITATION.</u></b></p>	
<p><i>Privacy Act Statement</i></p> <p><b>AUTHORITY:</b> Title 10 USC Section 301(g); Title 5 USC Section 2951; E.O. 9397 dated November 22, 1943 (SSN).</p> <p><b>PRINCIPAL PURPOSE:</b> The Social Security Number (SSN) is used for Law Enforcement purposes as an additional means of identification of subjects, witnesses or complaints.</p> <p><b>ROUTINE USES:</b> The SSN provides an interface with the standard Installation/Division System and is a major item used in processing machine record and output sequence for Military Police Management Information Systems. Also, provides the unit command, provost marshal, and the individual with a copy of notices of traffic violations committed on an installation (information is extracted from this form and recorded on Driver Record/Vehicle Registration). It is also used for recording action taken by unit commander or an offender.</p> <p><b>DISCLOSURE:</b> Voluntary.</p>	

DD Form 1408, Copy 3 Reverse, DEC 87



## Attachment 3

## AREA V RESTRICTED PARKING AREAS

Figure A3.1. Area V Restricted Parking Areas 2.



## Attachment 4

## EXCEPTION TO POLICY (SAMPLE LETTER FOR VEHICLE ETPS)

Figure A4.1. ETP for Second Vehicle.



**DEPARTMENT OF THE AIR FORCE**  
**HEADQUARTERS 51ST FIGHTER WING (PACAF)**  
**UNIT 2067**  
**APO AP 96278-2067**

Day Month Year

MEMORANDUM FOR 51 SFS/CC (YOUR UNIT CC)  
 51 SFS/S5  
 51 MSG/CC  
 IN TURN

FROM YOUR UNIT/OFFICE SYMBOL

SUBJECT: Second POV Registration with Restricted Parking Privileges, living on-base.

1. I am requesting an exception to policy in accordance with USFKR 190-1, Paragraph 3-1, a, (2), and OSANABI 31-218, Paragraph 3.2 for authorization to register a vehicle in my name. My current physical address is

I understand the requirements to maintain sufficient liability insurance, an annual safety inspection, and will de-register and transfer, ship, or junk my POV prior to my DEROS. Ensure that the reasoning for the exception to policy is justifiable and include any information that is beneficial to the needs of the military. You should be aware there are no guarantees an exception to policy will be granted, therefore, please do not make decisions based on its approval such as purchasing a second vehicle to register under the SOFA agreement.

2. (Your Justification) You should also be aware that it may take up to 30 days for coordination of exceptions to policy to be completed. Consequently, do not wait until the last minute to submit an exception to policy letter. Pass and Registration is the point of contact for all exception to policy letters concerning Pass and Registration issues. DO NOT ATTEMPT TO BYPASS PASS AND REGISTRATION WHEN ROUTING EXCEPTION TO POLICY LETTERS in an effort to save time or deliver the letters directly to the Mission Support Group Deputy Director's office. All requests must be coordinated through Pass and Registration and failure to submit your request through this office may result in longer processing time.

3. If an exception of policy is approved and granted, I understand we must comply with all requirements contained within USFKR 190-1, OSANABI 31-218, regarding the Restricted Parking policy, and any other local requirements.

4. If you have any questions, please contact me at XXXX-XXXX or via e-mail at john.doe@us.af.mil

FULL NAME, RANK, USAF  
 DUTY TITLE

## Attachment 5

## AREA V VEHICLE REGISTRATION DECALS

Figure A5.1. Area V Vehicle Registration Decals.





## Attachment 6

## POWERS OF ATTORNEY (POA) MEMORANDUM (SAMPLE LETTER OF POA MEMORANDUM)

Figure A6.1. Powers of Attorney (POA) Memorandum.



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 51ST FIGHTER WING (PACAF)  
UNIT 2067  
APO AP 96278-2067

dd/mm/yyyy

MEMORANDUM FOR 51 SFS/S5

FROM: YOUR UNIT/OFFICE SYMBOL

SUBJECT: Power of Attorney (POA)

1. IAW USFKR 190-1, *Motor Vehicle Traffic Supervision*, RANK, FIRST, LAST NAME meets one of the following below criteria for a POA.

2. POA: (Initial applicable choice below)

- ☐ Emergency leave, not returning to the ROK
- ☐ Short notice (90 day or less notification) PCS assignment
- ☐ Humanitarian (90 day or less notification) assignment
- ☐ Member has been court-martialed and will enter confinement
- ☐ Member has been medically evacuated to Continental U.S. and will not return to the ROK
- ☐ Member has a special circumstance not listed above, and has a written exception of policy signed by the first O-6 in the chain of command.


3. Acknowledge of Responsibility: (Initial all below)

- ☐ I certify that I have read USFK 190-1 and that the POA does not obligate the person to assume ownership just the possibility to do so.
- ☐ I am aware I am still responsible for the ultimate disposal of the vehicle.
- ☐ If the vehicle is found abandoned (because the POA has expired) and the government must dispose of it, I will be charged under the UCMJ and billed for government disposal costs.

4. If you have any questions, please contact me at XXX-XXXX or via e-mail at john.doe@us.af.mil

FULL NAME, RANK, USAF  
DUTY TITLE

**RECORD OF OWNERSHIP FOR PTD IN LIEU OF USFK FORM 20-E, *BILL OF SALE*(SAMPLE LETTER OF RECORD OF OWNERSHIP FOR PTD IN LIEU OF USFK FORM**



**DEPARTMENT OF THE AIR FORCE**  
**HEADQUARTERS 51ST FIGHTER WING (PACAF)**  
**UNIT 2067**  
**APO AP 96278-2067**

dd/mm/yyyy

**MEMORANDUM FOR: 51-SFS/S5P**

**FROM: OWNER OF PERSONAL TRANSPORTATION DEVICE (PTD)**

**SUBJECT: Record of Ownership for PTD in Lieu of USFK FM 20-E Bill of Sale**

- This memorandum is to provide a record for ownership of PTD gaining registration without a USFK FM 20-E Bill of Sale. This memo will be used to maintain an accurate record of the transfer of duty free items between persons/organizations authorized duty free import privileges, IAW ROK/US SOFA.
- Signing this memo you are stating you are in fact the owner of the PTD in which you are attempting to register. Any false claim will result in action by 51-SFS.
- The following personnel is the owner:
 

NAME/GRADE/DOD ID #: \_\_\_\_\_

ADDRESS to INCLUDE APO: \_\_\_\_\_

DEROS: \_\_\_\_\_


Signature of Owner: \_\_\_\_\_
- If you have any questions, please contact OWNER NAME/GRADE at XXX-XXXX or via e-mail at john.doe@us.af.mil

FULL NAME, RANK, USAF  
 First Sergeant

## Attachment 8

TIN REQUEST MEMORANDUM (SAMPLE LETTER OF TIN REQUEST  
MEMORANDUM)

Figure A8.1. TIN Request Memorandum.

	<b>DEPARTMENT OF THE ARMY</b> Unit Letter Head
OFFICE SYMBOL	Date
MEMORANDUM FOR USFK PROVOST MARSHAL OFFICE SECURITY DIVISION	
SUBJECT: Request for Temporary Identification Number(TIN) for a Fleet Vehicle	
Reference: USFK REG 190-7, Installation Access Control	
1. Per the reference above, requesting a TIN to register ( ) fleet vehicle.	
2. The request is based on the following justification:	
Requesting Unit	
POC(Name, Rank, Phone Number)	
Contracted Agency	
Contract Number	
Number of Vehicle	
Period of Use	
3. Point of contact for this memorandum is <u>xxxxx</u> at <u>xxx-xxxx</u> or <u>xxxxxxx@korea.army.mil</u>	
Encls Copy of Contract, if applicable	Signature Block O-4/GS-12 or above CDR/Director

## Attachment 9

## OSAN AB ROAD CONDITION MATRIX

Figure A9.1. Osan AB Road Condition Matrix.

Road Condition	Snow / Ice	GOV / POV	PTD / Bikes/ Motorcycles	Bus/Taxi/ Commercial
Green	Normal	Normal	Normal	On Schedule
Amber	2" or less snow accumulation over 20%-30% per kilometer of driving-surface Visibility<50m	Necessary travel only.  Must have O-3/GS-10/CW3/ GS-10/KGS-10 approval to go off-base.	Not permitted  Can enter base but must park at gate.	Shuttle bus continues.  Commercial vehicles, taxis, & contract buses/ITT, for necessary trips.  Can enter & exit base.
Red	More than 2" of snow accumulation over at least 50% per kilometer of road. Visibility<25m	Mission essential/emergency services travel only.  Must have Sq CC/O-5/GS-13/KGS-13 approval	Not permitted  Can enter base but must park at gate.	POVs, AAFES-K taxi vehicles, contract buses, command vehicles, staff cars, messenger, mail and ration Vehicles prohibited.  <i>Taxis/buses to get to/from residence authorized)</i>  Exceptions determined by Wg CC.
Black	More than 4" of snow accumulation on roads  Ice>50%/km of road	Responding emergency only.  Must have O-5 CC approval.	Not permitted.  Can enter base but must park at gate.  Non-SOFA can exit.	Not permitted  Commercial vehicles can exit.

## Attachment 10

**OSAN AIR BASE PROHIBITION OF LARGE LITHIUM-BATTERY PERSONAL  
TRANSPORTATION DEVICES****Figure A10.1. Osan Air Base Prohibition of Large Lithium-Battery Personal  
Transportation Devices Memorandum****DEPARTMENT OF THE AIR FORCE**  
HEADQUARTERS 51st FIGHTER WING (PACAF)  
UNIT2067  
APOAP96278-2067


6June2023

MEMORANDUM FOR 51FW PERSONNEL

FROM: 51 FW/CC

SUBJECT: Osan Air Base Prohibition of Large Lithium-Battery Personal Transportation Devices

1. Due to a trend of personal transportation device (PTD) battery fires, PTDs with batteries at 60V/20Ah or higher will be banned at Osan Air Base.
2. This policy took effect on 18 April 2023. The last day to register affected PTDs was 18 May 2023. Affected PTDs will no longer be registered on Osan Air Base. The complete ban will take effect 18 April 2024. Members who own PTDs of this type have until the 18 April 2024 deadline to find alternate means of transportation.
3. PTDs affected by this ban may be dropped off at the 51SFS impound lot, which is located on the west side of building 2411.

  
JOSEPH T. WOOD, Colonel USAF  
51 Fighter Wing, Commander