

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

**TINKER AIR FORCE BASE
INSTRUCTION 31-218**



24 SEPTEMBER 2024

Security

**MOTOR VEHICLE TRAFFIC, PARKING
AND CODE MANAGEMENT**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Department of Air Force Instruction (DAFI) 31-218, *Motor Vehicle Supervision*. Compliance with this Instruction is mandatory and applies to all personnel employed, visiting or otherwise present on Tinker Air Force Base (TAFB). The terms “must,” “shall,” and “will” denote mandatory actions in this supplement. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) AFI 33-322, *Records Management and Information Governance Program*, and disposed of IAW Air Force Records Disposition Schedule (RDS) located in the Air Force Records Information Management System (AFRIMS). This instruction requires the collection and maintenance of information protected by the Privacy Act of 1974. The authority to collect and maintain the records prescribed by this instruction is Department of Defense Instruction 5505.17, *Collection, Maintenance, Use and Dissemination of Personally Identifiable Information and Law Enforcement Information by DoD Law Enforcement Activities* and DAFI 31-218. Each form, format, or form letter prescribed by this supplement that requires a Privacy Act Statement (PAS), IAW AFI 33-332, *Air Force Privacy Act Program*, must have the PAS incorporated thereon or the PAS will be prominently posted and be provided to the requester prior to collecting this information. Privacy Act information taken from an existing privacy act system of records, which authorizes blanket use of this information for this purpose, doesn’t require a PAS. Collected information is “Controlled Unclassified Information (CUI).” Requests to release privacy act information to persons or agencies outside

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SUMMARY OF CHANGES

This document has been substantially revised and reorganized and needs to be completely reviewed. Major changes include elimination of redundant DAFI 31-218 (I) information and updated Tinker AFB Motor Vehicle Traffic Supervision guidance.

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Chapter 1

OVERVIEW

1.1. This instruction implements policy, assigns responsibility, and establishes procedures for motor vehicle traffic supervision and parking management on Tinker Air Force Base (TAFB). This instruction provides additional TAFB specific guidance to complement guidance found in DAFI 31-218 (I); the DAFI will take precedence in the event of conflicting guidance. The objective of traffic control and parking programs is the safe and efficient flow of vehicles and pedestrians through reduction of factors contributing to accidents.

1.2. The authority of the Installation Commander for the administration of the base motor vehicle traffic supervision program. As directed in DAFI 31-218(I), *Motor Vehicle Supervision*, including the authority to revoke, suspend or restore base driving privileges is hereby delegated to the 72d Mission Support Group Deputy Commander (72 MSG/CD). The 72d Air Base Wing Commander (72 ABW/CC) is the final approving authority for any amendments to this instruction.

1.3. Unless covered by military instruction or policy. Oklahoma Traffic Code is applicable to all vehicles operated on base.

1.4. Operating a vehicle on TAFB is a privilege granted by the Installation Commander or designated authority. Operators who drive a motor vehicle on TAFB must produce, upon request from 72d Security Forces Squadron (72 SFS), the following:

1.4.1. Proof of vehicle registration if required by the State issuing authority.

1.4.2. Proof of current and valid vehicle insurance as required by the issuing authority. **Note:** Displaying a cellular phone app or web page from any other type of electronic device can constitute proof of compulsory insurance.

1.4.3. A valid state (any state), or international driver's license and/or AF Form 2293, *US Air Force Motor Vehicle Operator's Identification Card*.

1.4.4. Record of state inspection if required by state issuing authority.

1.5. Rebuttal process for traffic citations:

1.5.1. The final rebuttal approval authority for a DD Form 1408 citation is the 72 MSG/CD. **Note:** There is no installation rebuttal process for USDCVN 1805 citations.

1.5.2. Individuals who wish to rebut their DD Form 1408 citation will:

1.5.2.1. Notify 72 SFS/Reports and Analysis of rebuttal intent. This notification will be made in person, Bldg. 7017, Rm. 111, or via email, 72SFS.ReportsandAnalysis.Workflow@us.af.mil, no later than 5 duty days after issuance of DD Form 1408. **Note:** If you have not received a reply from 72 SFS/Reports and Analysis after 5 duty days of sent email, please call 405-739-5934, or 405-734-5882.

1.5.2.2. Rebuttal MFRs, along with rebuttal documents, will be emailed to the 72 SFS/Reports and Analysis workflow no later than 5 duty days from the time rebuttal request was initiated.

1.5.2.3. 72 SFS/Reports and Analysis will route rebuttal package to final approval authority.

Table 1.1. Required and Recommended Rebuttal Documents.

| Required | Recommended |
|---|---|
| Rebuttal MFR (utilize template in Attachment 4) | Photographs |
| Copy of DD Form 1408 | Personal Statement(s) |
| | Relevant Documents (e.g., Insurance & Registration) |

Chapter 2

VEHICLE IMPOUNDMENT

2.1. In addition to those conditions for impoundment listed in DAFI 31-218(I), paragraph 2-3, local situations may arise that require impoundment.

2.2. Reasonable efforts will be made to have the owner or other designated person move the vehicle prior to impoundment. All vehicles impounded on TAFB will be stored and the owner will pay all applicable charges and fees. Impounding rates and fees will be charged in accordance with impounding company policies.

2.3. The following violations are considered a threat to public safety. May warrant the towing or impounding of a vehicle. IAW state and local policy:

2.3.1. Driving Under Suspension.

2.3.2. Driving Under Revocation.

2.3.3. Operating a vehicle without proof of insurance verification.

2.3.4. Driving Under the Influence.

2.3.5. Mission necessity.

2.3.6. An accident where the vehicle is inoperable and the owner refuses or is unable to have it moved.

2.3.7. Suspicious vehicles presenting a force protection concern when the owner cannot be contacted.

2.3.8. Displaying expired State Registration Tags/License Plates. **Exception:** Personnel returning from deployed status will not be subject and have 30 days to update registration upon return.

2.4. Vehicles seized by 72 SFS will be stored in the 72 SFS impound lot when:

2.4.1. Involved in a crime or other applicable incident.

2.4.2. Presenting a force protection concern when the owner cannot be contacted.

2.5. Any person, company or business requesting to repossess a vehicle on Tinker AFB will be directed to 72 SFS/S3I, 734-5007. The requester will furnish legal documents to 72 SFS/S3I for examination. If the agency or person does not have a court order to repossess the vehicle, the requester will be informed that repossession will only take place with the mutual consent of the registered owner of the vehicle. If the registered owner refuses to release the vehicle, the requester will be directed to leave Tinker AFB.

2.6. If a civilian law enforcement agency or other government agency requests a vehicle be impounded for any reason, they will contact 72d SFS/S3I for coordination.

Chapter 3

IMPLIED CONSENT TO BLOOD, BREATH, OR URINE TESTS

3.1. Blood, Breath, or Urine Tests. This requirement will be outlined as part of the installation newcomer's briefings and/or during in-processing of newly assigned personnel. Refer to DAFI 31-218(I) 2-3 for specific information.

Chapter 4

SUSPENSION OR REVOCATION OF DRIVING PRIVILEGES

4.1. Tinker Air Force Base will. Follow the administrative due process for suspensions and revocations detailed herein and IAW DAFI 31-218(I).

4.2. 72MSG/CD determines. Suspension and revocation guidance for nonmoving violations, as well as, what constitutes a non-moving violation on the installation (e.g., performing unauthorized repairs; failure to register and insure vehicles; unauthorized modifications or alterations; failure to maintain safety standards).

4.3. Multiple suspensions will run consecutively unless otherwise determined by the 72 MSG/CD. Any period of revocation or suspension may be in addition to, and will run consecutively with, any revocation period imposed because of conviction of an alcohol-related offense unless otherwise determined by the 72 MSG/CD.

4.4. Base driving privileges of personnel suspended are normally automatically restored the day after the suspension ends (Absent of further violations or pending case resolutions).

4.5. Personnel whose driving privilege are suspended or revoked at another DoD installation are also suspended at TAFB for the same period.

4.6. Attachment 1 of this supplement lists circumstances when suspension or revocation of base driving privileges will occur. This list is not exhaustive, as the 72 MSG/CD has discretionary authority to withdraw anyone's authorization to operate a government or privately owned motor vehicle on the installation for cause.

4.7. Administrative Due Process for Suspensions and Revocations:

4.7.1. When considering revoking driving privileges, the violator will be notified in writing by the 72 MSG/CD to include the reason for revocation and immediate actions.

4.7.2. After a review of the evidence, the 72 MSG/CD will determine the duration of the revocation.

4.7.3. Suspension/Revocation of a person's driving privileges will not occur until they are notified, or multiple reasonable attempts are made.

4.7.4. When considering suspending driving privileges, the violator will be notified in writing by the 72 SFS/S5R to include the reason for suspension and immediate actions.

4.7.5. Non-alcohol related revocations, the suspension will start 14-days after notification.

4.7.6. Intoxicated driving incidents the suspension will start immediately upon notification.

4.7.7. If an administrative hearing is requested, the revocation action will remain until an administrative hearing is complete, and the 72 MSG/CD makes a final determination concerning the proposed revocation.

4.7.8. Member's respective leadership will ensure that the member reports to 72 SFS/S5R the next available duty day, with a supervisor to be served notification. This applies no matter the reason for suspension/revocation (e.g., on-base DUI, off-base DUI, points against driving privilege, or any other reason as determined by designated authority).

4.8. Alcohol:

- 4.8.1. For intoxicated driving incidents pending final resolution, advise the individual of the following in the immediate suspension notification for due process:
- 4.8.2. The preliminary suspension may become a revocation of base driving.
- 4.8.3. The right of military personnel to present evidence and witnesses and be represented by civilian counsel (at their own expense).
- 4.8.4. The right of DoD civilian employees to have a personal representative present at the administrative hearing IAW applicable laws and instructions (at their own expense).
- 4.8.5. The individual may request an administrative hearing within 7 calendar days before the preliminary suspension becomes a permanent revocation.
- 4.8.6. Requested hearing must take place within 14 calendar days of the request (when possible). The initial suspension for intoxicated driving remains in effect until the 72 MSG/CD makes a final decision.
- 4.8.7. Administrative hearings for intoxicated driving incidents pending final resolution will cover only the pertinent issues of whether:
 - 4.8.7.1. The law enforcement official had reasonable grounds to believe the person was driving or was in actual physical control of a motor vehicle while under the influence of alcohol or other drugs.
 - 4.8.7.2. The person was lawfully cited or apprehended for an intoxicated driving offense.
 - 4.8.7.3. The person was asked to submit to a test to determine the alcohol or other drug content of blood, breath, or urine and was informed of the consequences for refusing to take or complete such a test. Additionally, in cases where a driver is too impaired or incapacitated to provide a sample.
 - 4.8.7.4. The person refused to submit to the test for alcohol, breath, or urine.
 - 4.8.7.5. Failed to complete the test; submitted to the test and the result exceeded the amount of allowed blood or breath alcohol content.
 - 4.8.7.6. Results indicate the presence of other drugs.
 - 4.8.7.7. For an on-installation apprehension or in violation of state laws.
 - 4.8.7.8. For an off-installation apprehension.
 - 4.8.7.9. The testing methods used were valid and reliable.
 - 4.8.7.10. The results were accurately recorded and evaluated.
- 4.8.8. For revocation actions for intoxicated driving, the revocation is mandatory on conviction or other findings that confirm the charge.
- 4.8.9. Revocations cancel any partial or restricted driving privileges previously granted. Once revocation is acknowledged, a person may petition for the restoration of all or partial driving privileges.

Chapter 5

MOTORCYCLES, MOTOR SCOOTERS AND MOPEDS

5.1. Refer to DAFI 91-207, *The US Air Force Traffic Safety Program*, and DODI 6055.04 *DoD Motor Vehicle And Traffic Safety*. For specific requirements to operate motorcycles, motor scooters and mopeds on AF installations.

Chapter 6

HANDICAPPED PERSON IDENTIFICATION

6.1. Tinker Air Force Base will. Honor local and state-issued handicap decals, placards, signs, vehicle tags, etc.

Chapter 7

INSTALLATION TRAFFIC CODES

7.1. The Oklahoma Traffic Code found in Title 47, of Oklahoma Statute is. Assimilated into this instruction and applies to all pedestrians and individuals operating motor vehicles, motorcycles, motor-driven cycles, ATVs and bicycles on base unless otherwise specified or clarified in this supplement. The code can be viewed online at: <https://OKSenate.gov> Oklahoma Statute, Title 47-Motor Vehicles.

7.2. All traffic incidents on TAFB will be handled IAW DAFI 31-218. 4-5, 4-6, and 4-7.

7.3. The use or open display of radar and laser detection devices. That indicate the presence of speed recording instruments, or transmit simulated erroneous speeds are prohibited.

7.4. Dash Cameras. The use or open display of dash-mounted camera equipment that record photographs or videos are prohibited inside of restricted or controlled areas, the commercial vehicle inspection area, or in areas in close proximity to these locations.

7.5. The installation traffic code is outlined in Table 7.5. of this instruction.

Table 7.1. Tinker Air Force Base Traffic Offenses.

| TRAFFIC CODE | POLICY |
|---|--|
| Law Enforcement Compliance | No person shall willfully refuse or fail to comply with any lawful order or direction of security forces personnel authorized to direct, control or regulate traffic. |
| Headphones | Wearing headphones, earphones or similar devices while operating a motor vehicle, or while jogging, walking, or bicycling in or near vehicle traffic is prohibited on base. Exception: This does not include wearing hearing protection when conditions warrant. |
| Cellular Phone, Text Messaging, and Driver Distractions. | Privately owned vehicle operators and operators of government owned vehicles assigned on TAFB shall not talk, text, email, utilize internet or any other function on cell phones unless the vehicle is safely parked or using a hands-free device. Hands-free devices are single ear bud, wireless earpiece (Bluetooth), dedicated or built-in speaker phone devices that allow the driver to utilize the device without having to touch the phone. At no time will devices be in both ears. Holding the phone and utilizing the built-in speaker phone function is not considered using a hands-free device. The wearing of any other portable headphone, earphones, stereo Bluetooth headset or other listening devices that cover both ears while operating a motor vehicle is prohibited. Use of these devices impairs driving and masks or prevents recognition of emergency signals, alarms, announcements, the approach of vehicles, and human speech. Other potential driving distractions include eating and drinking, operating radios, CD players, global positioning equipment, mobile radios, and pagers. |

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| <p>Display of Obscene/Offensive Materials</p> | <p>Vehicles operating on TAFB will not have obscene/offensive material displayed while on the installation. Military and civilian personnel operating a vehicle displaying obscene and/or offensive material (e.g., bumper stickers, license plates, stickers) will be asked to remove the material or they will not be allowed to operate their vehicles on TAFB. Additionally, motorcycle operators displaying obscene/offensive materials on their helmets will be required to remove the material prior to operating on the installation.</p> |
| <p>Speed Restrictions</p> | <ol style="list-style-type: none"> 1. General On-Base Speed Limits. The maximum speed is 25 miles per hour (mph) unless otherwise posted. 2. The following maximum speed limits apply in the non-flight line areas indicated, unless otherwise posted: <ol style="list-style-type: none"> a. 15 mph when approaching or passing children waiting for or departing from a school bus. b. 15 mph when approaching or passing troop formations on or alongside the roadway. c. 10 mph in parking zones and parking lots. d. 5 mph on warehouse ramps. e. 15 mph in all residential areas 3. No person shall operate a vehicle at a speed greater than is reasonable and prudent under existing conditions, giving regard to actual and potential hazards existing, including when: <ol style="list-style-type: none"> a. Approaching and crossing intersections. b. Approaching and rounding curves. c. Approaching the crests of hills. d. Traveling upon narrow or winding roadways; and, e. When special hazards exist due to pedestrians, other traffic, and weather or highway conditions. |
| <p>Rules of the Road</p> | <ol style="list-style-type: none"> 1. Hand signals take precedence over all posted traffic control devices, markings, and signs when traffic is controlled by authorized personnel. 2. If the flow of traffic stops, drivers will avoid blocking intersections. 3. Tugs, forklifts, tractors and other slow-moving vehicles that cannot exceed 25 mph will be driven in the most- right lane with active hazard lights. 4. Vehicles will not be driven in off-road areas. Exception: Government-owned ATVs, vehicles, and construction equipment when conducting official business. 5. Drivers will yield the right-of-way to snow removal and street cleaning equipment when such equipment is in operation. 6. Vehicles will not be driven over fire hoses, except as directed by 72 SFS or Tinker Fire Department. |

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| | <p>7. Drivers approaching the rear of vehicles stopped for pedestrians at intersections or marked crosswalks will not overtake and pass the stopped vehicles.</p> <p>8. All vehicles will move to the right and yield of the roadway when dropping off or picking up passengers</p> <p>9. All vehicles will move to the right and yield when emergency vehicles approach with emergency lights or signals on.</p> <p>10. Visibility of license plates and information thereon will not be obstructed by tinted covers, fluorescent light rings, or in any other manner.</p> <p>11. If a vehicle is registered in a state that requires two license plates, both must be affixed to the vehicle in visible locations.</p> |
| <p>Bicycles, Roller Blades, Scooters, Motorized Scooter, Skateboards</p> | <p>1. All bicyclists, rollerblades, scooters, motorized scooters with an engine size 48 cc or less and skateboarders on base will wear a bicycle helmet approved by ANSI, SMF, etc., as intended or designed. Riders of motorized scooters with an engine size of 49 cc or more must adhere to all motorcycle rules IAW DAFI 91-207. Personnel bicycling in hard-hat areas may wear ANSI-approved hard hats instead. The use of elbow/knee pads are recommended but optional. Flightline rules for bicycles can be found in DAFI 13-213, Tinker Supplement, <i>Airfield Driving</i>.</p> <p>2. Bicyclists, rollerblades, scooter and motorized scooter riders, and skateboarders on roadways will ride on the far-right side of the roadway and exercise due care when passing any vehicle.</p> <p>3. Bicyclists, rollerblades, scooters, motorized scooter riders, and skateboarders turning left will stay in the far right of the turning lane. After completing the turn, bicyclists will comply with official traffic control devices or 72 SFS personnel regulating traffic along the roadway to be traveled. Racing on roadways is prohibited except on approval of Installation Commander or designated authority.</p> <p>4. Bicycles, scooters, and motorized scooters in use from a half hour after sunset to a half hour before sunrise, and any other time when prevailing conditions and ground visibility are less than 1,000 feet, will be equipped with a working front lamp visible for at least 500 feet, and a red rear reflector visible for at least 500 feet in the low beams of vehicle headlamps. During times described above, personnel will be equipped with reflective material of sufficient size and reflectivity visible laterally on both sides for at least 500 feet in the low beams of vehicle headlamps. In lieu of reflective material, a lighted lamp visible laterally on both sides for at least 500 feet will suffice. Skateboard riders will adhere to reflective material requirements during the times described above.</p> <p>5. Persons operating bicycles, scooters, skates, skateboards, rollerblades, sleds, etc., will not hold on to, or otherwise attach themselves to any vehicle on a roadway, while the vehicle is</p> |

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| | <p>moving, to hitch a ride, be dragged, or otherwise pulled by the vehicle. Nothing in this paragraph would prohibit persons from transporting their bicycles, scooters, skates, skateboards, rollerblades, sleds, etc., on or in a vehicle.</p> |
| <p>Pedestrians</p> | <ol style="list-style-type: none"> 1. Pedestrians will obey traffic control devices except when otherwise directed by 72 SFS or Tinker Fire Department personnel, or by an on-scene commander. 2. Pedestrians and joggers will not cross roadways without first ensuring the roadway is clear of traffic. Joggers will run facing traffic and wear reflective apparel during low light conditions. 3. Pedestrians and joggers will not wear headphones while near roadways. Headphones are only authorized while on a designated running track. 4. Pedestrians will use available crosswalks. |

7.6. Child safety seats are mandatory. Every driver, when transporting a child in a motor vehicle operated on the roadways, streets, or highways of this state, shall provide for the protection of said child by properly using a child passenger restraint system, IAW Oklahoma State Code 47-11-1112.

7.7. In addition to the points assessed. IAW Table 5.2. of DAFI 31-218, Attachment 1 of this supplement lists the points assessed against a violator’s driving record for moving violations.

Chapter 8

TINKERAFB PARKING

8.1. The 72 ABW Traffic Safety Coordination Group (TSCG). Is responsible for reviewing safety issues concerning mass parking plans and reserved parking spaces. The OPR for the TSCG is the 72 ABW/SE and is chaired by the 72 MSG/CD.

8.2. The 72 MSG/CD may. Suspend driving privileges for habitual offenders of the installation parking standards for up to six months. A habitual parking offender is someone who has received three or more parking citations within a 60-day period or six or more parking citations in a 180-day period.

8.3. The long-term parking area is managed and designated by 72 SFS/S3O.

8.3.1. Designated long-term parking lots:

8.3.1.1. PL7003N-1: Located on the north side of Bldg. 7003.

8.3.1.2. PL506N-1: Located on the north side of Bldg. 506.

8.3.1.3. PL830N-1: Located on the west side of Bldg. 830.

8.3.2. Long-term parking requests will be made in person at Bldg. 7017.

8.4. Vehicles will be parked only in areas specifically designated. Posted or striped as parking areas, zones, lots or spaces.

8.5. Base housing residents will. Only park in areas specifically designated, posted or striped as parking areas, zones, lots or spaces. **Exception:** Parallel parking is authorized on streets in base housing.

8.6. Boats, trailers, and RVs will not be parked in base housing, unless doing general maintenance not to exceed 48 hours. All boats, trailers, and RVs can be parked on base in designated parking, with coordination of Outdoor Recreation (72 FSS) 405-734-2289.

8.6.1. RVs (motor homes, fifth wheels, travel trailers, pickup truck campers, and pop-up/tent campers) pose unique problems for the installation. Their size, either alone or in conjunction with their tow vehicle, imposes challenges and obstacles to traffic, often requiring more than the single parking space allotted for POVs.

8.6.2. RVs will not be occupied overnight unless registered and parked in the Family Camping Area (FAMCAMP). On occasion, the 72 FSS may sponsor an activity and designate a parking lot for the use of RVs participating in that activity, and RVs parked in the designated area may only dry camp; there will be no connection to utilities (electricity, water, and sewer). Generator use will be determined for each event on a case-by-case basis.

8.6.3. Transient RVs may park at the base exchange and commissary for a reasonable length of time while their occupants are shopping in these facilities, but in no case will they remain overnight. Drivers will do everything possible to avoid causing obstruction to other traffic.

8.6.4. Small RVs (typically pickup truck campers and small Class B motor homes) may be used by personnel to commute to and from work, only if when parked, occupy no more than a single parking space.

8.6.5. The 72 SFS personnel or parking wardens may ticket violators. Unattended RVs in violation may be ticketed and towed at the owner's expense. Repeated violations may result in denial of entry to base.

8.7. Vehicles may stop at building entrances to load or unload cargo or equipment. Providing other vehicular traffic is not obstructed and traffic hazards are not created. Vehicle must be moved immediately upon completion of loading/unloading.

8.8. Vehicles in parking spaces. Shall not obstruct walkways or entrances or be parked in a manner that the front or rear bumper extends over the sidewalk for safety reasons.

8.9. Vehicles will not be parked against flow of traffic.

8.10. Only motorcycles will park in designated motorcycle parking spaces.

8.11. Parking is prohibited in the following areas, unless authorized:

8.11.1. In or along any areas not designated, posted, or striped for parking, including along yellow or red painted curbs.

8.11.2. In reserved spaces.

8.11.3. In bus stop zones.

8.11.4. Within 30 feet of stop signs or traffic signals.

8.11.5. Within 10 feet of permanent buildings or within 20 feet of temporary buildings, unless the area is specifically designated for parking or loading/unloading is taking place.

8.11.6. Within 15 feet of a fire hydrant.

8.11.7. Outside the white lines of parking spaces and will not take up two parking spaces.

8.11.8. On grass seeded areas and sidewalks.

8.12. For reserved parking spaces on Staff Drive, Bldg. 3001, Coordination must be routed through AFSC/Director of Staff Operations, then to the TSCG for approval before any changes can be made.

8.13. For reserved parking spaces in other areas on Tinker AFB. Coordination with the 72 ABW/CE must be approved before any changes can be made. The requesting organization must generate an AF Form 332 stating the requested changes. The AF Form 332s will be reviewed by 72 ABW/CE for approval/disapproval. 72 ABW/CE will limit reserved parking spaces to no more than 10% of available parking spaces (does not include handicap or Gold Star Family parking).

8.14. The 72 SFS will manage the base parking lot warden program. These responsibilities include maintaining a complete list of parking wardens, training primary and alternate parking wardens, holding Quarterly Parking Warden meeting.

8.14.1. Parking Wardens will be selected and appointed by their organization Commander/Director. Final approval in certain situations will be the 72 SFS Commander's guidance.

8.14.2. All primary and alternate parking warden appointments will be in writing, and a copy of the letter will be sent to 72 SFS. The letter will include the parking warden's name, office symbol, duty phone, date trained, and the area of responsibility to be appointed.

8.14.2.1. Commanders/Directors will ensure Appointment Letters are reviewed for currency annually and update as needed. If any parking warden is inactive for a period of 180 days, the commander will notify the 72 SFS/Reports and Analysis. Commanders/Directors will ensure Outgoing parking wardens will return their ticket books (DD Form 1408) to building 7017, room 111.

8.14.3. Upon successful completion of training and appointment, Parking Wardens will:

8.14.3.1. Control and verify the proper issuance of all DD Form 1408, *Armed Forces Traffic Ticket*.

8.14.3.2. Control and keep track of the number and location of DD Form 1408 and books issued to alternate wardens.

8.14.3.3. Establish tracking database of all DD Form 1408 issued in their area of responsibility.

8.14.3.4. Not shred DD Form 1408 any time. All voided tickets need to be returned to 72 SFS/Reports and Analysis.

8.14.3.5. All parking wardens must attend a minimum of two meetings per year, unless otherwise directed by 72 SFS/Reports and Analysis.

8.15. The following items and activities are prohibited in TAFB parking lots to include dormitory parking lots:

8.15.1. Vehicles which appear to be inoperative due to a flat tire or a missing engine, transmission, or other major parts (e.g., fenders, windshield, and wheel).

8.15.2. Vehicles leaking fluids.

8.15.3. Vehicles on jacks.

8.15.4. Vehicles that do not have a current state registration.

8.15.5. Trailers or other equipment that can be towed by a motor vehicle.

8.15.6. Vehicle parts and accessories, including truck, sport utility vehicle, and camper shells, tires, wheels, engines, etc.

8.15.7. Vehicle maintenance, except for washing, waxing and interior cleaning, and changing or inflating tires. All other vehicle maintenance will be performed at the Auto Hobby Shop at building 6002 or off base. Under no circumstances will vehicle fluids be changed in dormitory parking lots. Violators will be ordered to immediately cease their activity and if their vehicles are inoperable, to move them to the Auto Hobby Shop or off base.

8.15.8. Storage or parking of anything other than motorcycles in the areas designated for motorcycle parking. **Note:** The 72 SFS personnel may remove vehicles or items in violation at the owner's expense.

8.15.9. The operation or parking of privately owned vehicles (except pedaled bicycles, roller blades) on dormitory grounds, not specifically designated for driving or parking is prohibited for any distance. This includes seeded areas, under stairways, and sidewalks.

Chapter 9

FLIGHT LINE DRIVING

9.1. Operating vehicles on the TAFB flight line is covered in the TAFB Supplement to DAFI 13-213. The OPR is the 72d Operations Support Squadron, Airfield Management (72 OSS/OSAM).

Chapter 10

VEHICLE NOISE ORDINANCE

10.1. Noise Ordinance is enacted to. Protect, preserve, and promote the health, safety, welfare, peace, quiet, and quality of life on TAFB through the reduction, control and prevention of excessive noise. It is the intent of this section to establish standards that will eliminate and reduce unnecessary and excessive traffic noises which are physically harmful or detrimental to individuals and the community in the enjoyment of life, property and conduct of business.

10.2. While on TAFB, no person shall:

10.2.1. Operate a sound amplification device within a motor vehicle parked or operated on a public street, housing carport or dormitory parking lot, which is clearly audible or which causes a person to be aware of vibration accompanying the sound, at a distance of 50-feet from the motor vehicle.

10.2.2. Discharge into the open air the exhaust of any stationary internal combustion engine, motorboat, or motor vehicle, except through a muffler or other device, which will effectively prevent loud or explosive noises therefrom.

10.2.3. No person shall, at any time, sound any horn or audible signal device on any automobile, motorcycle, bus, streetcar, or other vehicle, except as reasonably necessary to insure the safe operation of the vehicle.

10.3. The provisions of this chapter shall not apply to the following uses and activities:

10.3.1. Noises of safety signals, warning devices, and emergency pressure relief valves.

10.3.2. Noises resulting from any authorized emergency vehicle when responding to an emergency call or in time of emergency.

10.3.3. Noises resulting from emergency work.

10.3.4. Loudspeakers or other sound amplification device operated by a peace officer or member of the fire department in the performance of official duties.

ABIGAIL L.W. RUSCETTA Colonel, USAF
Commander

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

DAFI 13-213, Tinker Supplement, *Airfield Driving*, 11 March 2021

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

AFI 33-332, *Air Force Privacy and Civil Liberties Program*, 10 March 2020

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

AFI 91-207, *The US Air Force Traffic Safety Program*, 26 July 2019

DAFMAN 90-161, *Publishing Processes and Procedures*, 15 April 2022

Department of Defense Instruction 5505.17, *Collection, Maintenance, Use and Dissemination of Personally Identifiable Information and Law Enforcement Information by DoD Law Enforcement Activities*, 29 November 2016

Agency Manual, *Central Violations Bureau*, July 2021

Adopted Forms

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

AF Form 2293, *US Air Force Motor Vehicle Operator Identification Card*, 1 February 1987

DD Form 1408, *Armed Forces Traffic Ticket*, 30 November 1987

USDCVN 1805, *Central Violations Bureau*,

Abbreviations and Acronyms

72 ABW/CC—72d Air Base Wing Commander

72 ABW/JA—72d Air Base Wing Office of the Staff Judge Advocate

775 CES/CEF—72d Civil Engineer Squadron Fire Protection

75 FSS—72d Force Support Squadron

75 FSS/FSCO—72d Force Support Squadron Outdoor Recreation

75 FSS/FSCT—72d Force Support Squadron Auto Hobby Shop

75 FSS/FSMC—72d Force Support Squadron Labor and Employee Relations

72 MSG/CC—72d Mission Support Group Commander

75 OSS/OSAA—72d Operations Support Squadron Chief, Airfield Management

72 SFS—72d Security Forces Squadron

72 SFS/CC—72d Security Forces Squadron Commander

72 SFS/S5—72d Security Forces Squadron Plans and Programs

72 SFS/S5P—72d Security Forces Squadron Pass and Identification

72 SFS/Reports and Analysis—72d Security Forces Squadron Reports and Analysis

AFGE—American Federation of Government Employees

AFI—Air Force Instruction

AFJIS—Air Force Justice Information System

AFMAN—Air Force Manual

AFRIMS—Air Force Records Information Management System

ANSI—American National Standards Institute

ATV—All Terrain Vehicle

BAC—Blood Alcohol Content

BrAC—Breath Alcohol Content

CAC—Common Access Card

CUI—Controlled Unclassified Information

DAFI—Department of the Air Force Instruction

DoD—Department of Defense

DoT—Department of Transportation

FAMCAMP—Family Camping Area

GOV—Government-Owned Vehicle

TAFB—Tinker Air Force Base

IAW—In Accordance With

NCO—Noncommissioned Officer

OBPP—Official Business Parking Pass

OHV—Off Highway Vehicle

OPR—Office of Primary Responsibility

PAS—Privacy Act Statement

PCS—Permanent Change of Station

POV—Privately-Owned Vehicle

RDS—Record Disposition Schedule

RV—Recreational Vehicle

SES—Senior Executive Service

SFOI—Security Forces Operating Instruction

USDCVN—United States District Court Violation Notice

Attachment 2

SUSPENSION AND REVOCATION VIOLATION PENALTIES

Table A2.1. Suspension and Revocation Violation Penalties.

| VIOLATION | PENALTY |
|---|--------------------------------|
| Driving on base while driver's license under suspension, revocation, or denial by a state issuing authority | Two years or less--Revocation |
| Accumulation of 12 traffic points over 12 consecutive months, or 18 traffic points over 24 consecutive months. | One year or less--Revocation |
| Refusal by any driver to consent to Random Installation Entry/Exit Vehicle Checks (RIEVC) | One Year or more--Revocation |
| Unauthorized use of an official business parking permit; use of a stolen, lost, or falsely obtained permit, or use of a permit to park a POV in any lot and then going to work at the user's work center. | Six months or less--Suspension |
| Any failure by military or civilian personnel to abide by DAFI 91-207, The US Air Force Traffic Safety Program, and DODI 6055.04 DoD Motor Vehicle and Traffic Safety while operating a motorcycle or moped | Two points |
| Unlawful entry onto a military installation. Failure to properly process through a valid installation entry control point and be cleared by the posted sentry | 30 Day--Suspension |
| <p>Note 1: The penalties reflected in this table represent a range of allowable suspension or revocation periods. The actual period of suspension or revocation imposed will be based on the facts surrounding the offense, with consideration given to any aggravating and/or mitigating factors present.</p> | |

Attachment 3

MOVING AND NON-MOVING VIOLATION POINTS ASSESSMENT

Table A3.1. Moving and Non-Moving Violation Points Assessment.

| Violation | Points Assessed |
|---|-----------------|
| Child Safety restraint violation. See note #1 | 2 |
| Operating a radar detection device to indicate the presence of speed recording instruments or to transmit simulated erroneous speed (prohibited on DoD installations). See note #2. | 3 |
| Failure to yield to pedestrians in designated walkway/crosswalk. See note #2. | 3 |
| Unattended Child under 6 years of age left in vehicle. Animals are included if a danger exists to the animal. See note #4. | 6 |
| Improper Registration (fraudulent tags). | 4 |
| Misuse of handicap decal. See note #3. | 3 |
| Illegally parked in designated handicap area (no decal, license or placard displayed). | 3 |
| Unattended Vehicle (while running). | 3 |
| Abandoned Vehicle. | 3 |
| Improper Parking. See note #4. | 2 |
| Improper Registration (expired or unregistered). | 2 |
| Reckless driving (willful and wanton disregard for the safety of persons or property). | 6 |
| Owner knowingly and willfully permitting a physically impaired person to operate the owner's motor vehicle. | 6 |
| Fleeing the scene (hit and run)—property damage only. | 6 |
| Driving vehicle while impaired (BAC more than 0.05 percent and less than 0.08 percent). | 6 |
| Speed contests. | 6 |
| Speed too fast for conditions. | 2 |
| Speed too slow for traffic conditions, and/or impeding the flow of traffic, causing potential safety hazard. | 2 |
| Failure of operator or occupants to use available restraint system devices while moving (operator assessed points). | 2 |
| Failure to properly restrain children in a child restraint system while moving (when child is 4 years of age or younger or the weight of child does not exceed 45 pounds). Note: Child restraint systems will follow Oklahoma State Code 47-11-1112 while on TAFB. | 2 |
| Cell Phone use while driving (other than hands-free) | 2 |
| One to 10 miles per hour over posted speed limit. | 3 |
| Over 10 but not more than 15 miles per hour above posted speed limit. | 4 |
| Over 15 but not more than 20 miles per hour above posted speed limit. | 5 |
| Over 20 miles per hour above posted speed limit. | 6 |
| Following too close. | 4 |
| Failure to yield right of way to emergency vehicle. | 4 |
| Failure to stop for school bus or school—crossing signals. | 4 |
| Failure to obey traffic signals or traffic instructions of an enforcement officer or traffic warden, or any official regulatory traffic sign or device requiring a full stop or yield of right of way; denying entry; or requiring direction of traffic. | 4 |
| Improper passing. | 4 |
| Failure to yield (no official sign involved). | 4 |
| Failure to yield (no official sign involved). | 4 |
| Improper turning movements (no official sign involved). | 3 |

| | |
|--|---|
| Wearing of headphones/earphones while driving motor vehicles (two or more wheels). | 3 |
| Failure to wear an approved helmet and/or reflectorized vest while operating or riding on a motorcycle, MOPED, or a three or four-wheel vehicle powered by a motorcycle-like engine. | 3 |
| Improper overtaking. | 3 |
| Other moving violations (involving driver behavior only). | 3 |
| Operating an unsafe vehicle (see note 9). | 2 |
| Driver involved in accident is deemed responsible (only added to points assessed for specific offenses). | 1 |
| <p>Notes:</p> <ol style="list-style-type: none"> 1. Applies to not using or when child restraint system is improperly installed, i.e., car seat, infant carrier, booster seat, belt/strap modification (when required by manufacturer). *Assess four points when no restraint system of any kind is used. 2. When violation occurs within an active school zone, add 1 point to point assessment. 3. When two or more violations are committed on a single occasion, points may be assessed for each violation. 4. When a vehicle has a handicap decal displayed, but the occupant is not the decal or placard registrant and is not dropping off or picking up the handicapped registrant. Also includes parking in an area designated for "Van" access only, and handicap registrant has parked another vehicle class instead. 5. When designated in local parking plan (i.e., double parked, parked in reserved parking, against the flow of traffic and those areas designated for emergency vehicles). 6. When an AF Form 3545 is also accomplished. Revocation of driving privileges for one year is considered by the commander. Example: If children or animals were left in dangerous conditions in vehicle, i.e., in hot weather where interior temperatures may reach dangerous levels, keys left accessible to children or where conditions are deemed hazardous by a reasonable person. 7. Emergency vehicles are authorized to park in any area deemed necessary to affect a 8. When two or more violations are committed on a single occasion, points may be assessed for each individual violation. 9. This measure should be used for other than minor vehicle safety defects or when a driver or registrant fails to correct a minor defect (for example, a burned-out headlight not replaced within the grace period on a warning ticket). | |

Attachment 4

CITATION REBUTTAL MFR TEMPLATE

Figure A4.1. Citation Rebuttal MFR Template.



DEPARTMENT OF THE AIR FORCE
72D MISSION SUPPORT GROUP (AFMC)
TINKER AIR FORCE BASE OKLAHOMA

_____ Date

MEMORANDUM FOR 72 MSG/CD

FROM: _____ (Name)
_____ (Organization)

SUBJECT: Citation Rebuttal

- 1. I am requesting to rebut the citation(s) I received on _____
 Citation _____ Citation _____
 Citation _____ Citation _____

- 2. The citation should be voided based on the following:

- 3. Commander or Civilian Equivalent endorsement:

_____ (Requester Signature) _____ (Endorser Signature)

NOTE: If additional space is required, add plain white bond paper, and attach. Number the pages below.