

**BY ORDER OF THE COMMANDER
TRAVIS AIR FORCE BASE (AMC)**

**TRAVIS AIR FORCE BASE
INSTRUCTION**



31-218

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Security

**TRAVIS AIR FORCE BASE TRAFFIC
CODE**

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This instruction implements guidance related to the Interservice publication Department of Air Force Instruction (DAFI) 31-218(I), *Motor Vehicle Traffic Supervision* and DAFI 31-115, *Law and Order Operations*, and sets forth policy for Travis Air Force Base (AFB). It also assimilates, as applicable, California (CA) Vehicle Code (CVC). This instruction applies to individuals at all levels that require access to or operate a motor vehicle, vehicle or device on Travis Air Force Base including the Air Force Reserve and Air National Guard. It assigns responsibilities and establishes procedures for motor vehicle traffic supervision. This includes, but is not limited to, granting, suspending, revoking the privilege to operate any motor vehicle, vehicle or device; registration of PMVs; administration of vehicle registration and driver performance records; driver improvement programs; police traffic supervision; and off-installation traffic activities. When a conflict between the CVC and Air Force instruction exists, Air Force instructions will take precedence over the CVC unless the respective vehicle code is more stringent. Failure to comply with these requirements provides for administrative, judicial and/or disciplinary action as authorized by federal laws, Uniform Code of Military Justice (UCMJ), Air Force directives, and the laws of the State of . Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 525, *Records Disposition Recommendation*; route AF Form 525 from the field through the appropriate functional chain of command. This instruction requires the collection and or maintenance of information protected by the Privacy Act of 1974 authorized by Title 10 USC § 8013, *Secretary of the Air Force*; Title 18 USC § 922 note, *Brady Handgun Violence Prevention Act*; Title 28 USC § 534 note, *Uniform Federal Crime Reporting*

Act; Title 42 USC § 10601 et seq, *Crime Victims Fund*; Title 18 USC § 922(d)(9), *Unlawful Acts (Lautenberg Amendment)*; Executive Order 9397, *Numbering System for Federal Accounts Relating to Individual Persons*, as amended; DoDI 7730.47, *Defense Incident-Based Reporting System (DIBRS)* and DAFI 31-218(I). The applicable System of Record Notice (SORN) F031-AF-SF-B is available at **F031 AF SF B > Privacy, Civil Liberties, and Freedom of Information Directorate > DOD-wide SORN Article View (defense.gov)**. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) DAFI 33-322, *Records Management and Information Governance Program*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at **https://www.compliance.af.mil/Portals/22/rds_active-20211101_1.pdf**

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Chapter 1

INTRODUCTION

1.1. Program Management. This instruction implements policy, assigns responsibility, and establishes procedures for motor vehicle traffic supervision on Travis Air Force Base. This instruction provides additional guidance to complement DAFI 31-218(I) and CVC.

1.2. Application. This instruction and the CVC apply to all pedestrians and operators of all types of vehicles, powered and non-powered personal transportation devices, and personnel operating a privately owned or leased motor vehicle, Commercial Vehicle (CV), Government Motor Vehicle (GMV), and two and three-wheeled motorcycles, unless otherwise stated in this instruction. Security Forces members, Department of Air Force Civilian Police Officers/Guards or individuals performing duties as a Security Forces augmentee, hereafter referred to as “Security Forces” may take or direct action in accordance with this instruction and the CVC.

1.3. Responsibilities.

1.3.1. The 60th Air Mobility Wing Commander (60 AMW/CC) establishes and manages the base traffic supervision program and regulates the movement of traffic and personnel on the installation.

1.3.2. The 60 AMW Vice Commander (60 AMW/CV), 60th Mission Support Group Commander () and 60 MSG Deputy Commander (60 MSG/CD) are delegated full authority to act on behalf of the 60 AMW/CC on all matters concerning motor vehicle traffic supervision on the installation. This includes, but is not limited to, suspending or revoking base driving privileges, restoring and reinstating full or partial driving privileges.

1.3.3. The 60 AMW/CC is the final rebuttal appeal authority for all appeals pertaining to suspension and revocation decisions per this instruction. No further appeal or request for reconsideration will be accepted.

1.3.3.1. The 60 MSG/CC or 60 MSG/CD is the final rebuttal appeal authority for DD Form 1408, *Armed Forces Traffic Ticket* pertaining to traffic citations where a suspension or revocation is not required.

1.3.4. The 60 AMW Staff Judge Advocate (SJA) advises the 60 AMW/CV, 60 MSG/CC or 60 MSG/CD on due process appeals and/or hearings for suspension/revocation of base driving privileges. SJA will coordinate on all suspension/revocation packages involving the following circumstances: when an individual requests an appeal, requests the remainder of their suspension/revocation be waived, or requests restoration of driving privileges in accordance with [paragraph 2.9](#) of this instruction.

1.3.4.1. The 60 MSG/CC or 60 MSG/CD is responsible for conducting administrative due process hearings.

1.3.5. Unit commanders, first sergeants, supervisors and division chiefs of military and civilian employees will:

1.3.5.1. Initiate disciplinary action, when appropriate, for military and civilian personnel as directed by the Uniform Code of Military Justice (UCMJ), Department of Defense instructions, Air Force instructions, federal and state laws.

Chapter 2

DRIVING PRIVILEGES

2.1. Requirements for Driving Privileges.

2.1.1. Driving a GMV, PMV or CV on the installation is a privilege granted by the Installation Commander. If a person accepts that privilege, the individual must comply with the laws and instructions governing motor vehicle operation and registration on the installation. Consequently, upon request by Security Forces, the driver of a motor vehicle on the installation must produce the following:

2.1.1.1. A valid DoD, military or base affiliated identification card or pass.

2.1.1.2. A valid State-issued driver license or identification card, provincial or foreign jurisdiction driver license.

2.1.1.2.1. The State of California does not recognize an International Driving Permit (IDP) or International License as a valid driver license. does recognize a valid license that is issued by a foreign jurisdiction (country, state, territory) of which the license holder is a resident (CVC 12502 and CVC 12505).

2.1.1.3. Proof of current vehicle registration. If the vehicle is registered in California, the registration or identification card or other evidence of registration must be presented (CVC 4462). Vehicle operators whose vehicle is registered out-of-state will maintain their proof of vehicle registration as stipulated in their respective state's vehicle code.

2.1.1.4. Proof of current vehicle insurance, which may be presented in paper form, smartphone or another mobile electronic device (CVC 16028a).

2.2. Driver License (DL) Requirements.

2.2.1. All personnel who operate a GMV will comply with the requirements of DAFI 24-301, *Ground Transportation*, regarding operation of general purpose Air Force GMVs where gross vehicle weight rating (GVWR) is less than 10,000 pounds and the vehicle is designed to transport 8 passengers or less (i.e. sedans, pick-up trucks, step vans, and 8 pax vans), requires only a valid State motor vehicle operator's license for the class of passenger vehicle being operated and valid DoD issued CAC. Special purpose GMVs (i.e., vehicles of 9 passengers, buses or vehicles 2.5 tons or more, tactical vehicles regardless of vehicle gross weight rating, etc.) requires additional training/certification and licensing. Individuals requesting issuance of AF Form 2293 or computer generated GMV driver license will obtain an AF Form 171, *Request for Driver's Training and Addition to U.S Government Drivers License*, from their squadron Vehicle Control Officer (VCO) or Vehicle Control Non-Commissioned Officer (VCNCO) and provide it to the 60th Logistics Readiness Squadron, Vehicle Operations (60 LRS/LGRDDO).

2.2.2. Personnel who possess an out-of-state driver license and are stationed at this installation, will comply with their respective state's Department of Motor Vehicles (DMV) driver license extension/renewal policy.

2.2.3. Personnel must obtain a California driver license after establishing residency and/or employment in the State of California. An out-of-state driver license is only valid for visitors.

Active duty and their family members, who possess out-of-state driver licenses, are exempted from this requirement.

2.2.4. Individuals who receive a permanent change of station from this installation to a different state or overseas assignment that are in possession of a California driver license receive a renewal extension in accordance with Section 12817 of the California Vehicle Code (CVC). Licensees must contact California DMV to update their driving record, and DMV will send the licensee a DL 236 card, Extension of License for Person in Armed Forces, to carry with the expired California driver license. The DL 236 card states the provisions of CVC Section 12817.

2.3. Stopping and Inspecting Personnel or Vehicles.

2.3.1. Security Forces have the authority to stop, inspect, search and impound motor vehicles at installation gates and Air Force Restricted Areas to ensure the safety and security of all personnel and resources.

2.3.2. Reasons for conducting these activities may include, but are not limited to, increased force protection conditions, installation entry/exit point checks, random anti-terrorism measures, random vehicle inspections and when there is probable cause to search pursuant to alleged criminal activity.

2.3.3. Installation Entry/Exit Point Checks (IEPCs) and Random Vehicle Inspections (RVIs).

2.3.3.1. IEPCs and RVIs are a random inspection of vehicles directed by the Installation Commander or designee and are not considered a search. Military and civilian personnel are subject to these inspections. IEPCs and RVIs apply to both vehicles and pedestrians entering or exiting the installation.

2.3.3.2. If an individual refuses to submit to inspection of his or her vehicle, then the following actions will be completed:

2.3.3.2.1. If the operator is a civilian, he/she will be asked for identification and advised he/she will be denied access to the base until the vehicle has been inspected. If the operator still refuses to have the vehicle inspected, the operator/owner will be advised that failing to submit to an IEPC or RVI may result in revocation of base driving privileges and/or debarment actions. If the owner/operator still refuses, he/she will be denied authorization to operate the vehicle on-base. Security Forces will conduct a walk around of the vehicle for plain view evidence that may be used as a legal foundation for the authority to search and seize. SJA will be consulted for further guidance.

2.3.3.2.2. Vehicles under the control of military personnel will be handled in the same manner; however, military personnel will be advised the IEPC/RVI is a lawful order by the Installation Commander and failure to submit to an examination will result in their apprehension for the offense of Article 92, Failure to Obey Order or Regulation, Uniform Code of Military Justice (UCMJ). If the individual continues to refuse, he/she will be apprehended and SJA will be consulted for guidance on whether there is probable cause to examine the vehicle.

2.4. Implied Consent to Blood, Breath or Urine Tests.

2.4.1. Persons who drive on the installation shall be deemed to have given their consent to evidential tests for alcohol or other drug content of their blood, breath, or urine when lawfully stopped, apprehended, or cited for any offense allegedly committed while driving or in physical control of a motor vehicle on military installations to determine the influence of intoxicants.

2.4.2. Motorists suspected of intoxicated driving will be advised of the Implied Consent Warning IAW this instruction, 18 USC § 3118, CVC 23612 and 23614.

2.4.3. In accordance with CVC 21221 - 21221.5 and 21296, operators of an e-scooter and hoverboard that are arrested, apprehended or cited for being under the influence of an alcoholic beverage or any drug, or under the combined influence of an alcoholic beverage and any drug, may request to have a chemical test made of their blood or breath for the purpose of determining the alcoholic or drug content of that person's blood or breath pursuant to CVC 23612.

2.5. Implied Consent to Vehicle Impoundment.

2.5.1. Any person granted the privilege to operate a motor vehicle on the installation shall be deemed to have given their consent for the removal and temporary impoundment of their PMV, CV or the vehicle they are operating if any of the conditions listed **Chapter 6** of this instruction are met. Such persons agree to reimburse the United States or private entity for the cost of towing and storage should their motor vehicle be removed or impounded.

2.6. Suspension or Revocation of Driving Privileges.

2.6.1. The 60 AMW/CV, or 60 MSG/CD may suspend or revoke installation driving privileges for lawful reasons both related and unrelated to traffic violations or safe vehicle operations. Suspension and revocations apply at all military installations and remain in effect upon reassignment.

2.6.2. The 60 AMW/CV, 60 MSG/CC or 60 MSG/CD has discretionary authority and may withdraw anyone's authorization to operate a motor vehicle, vehicle or device on the installation.

2.6.3. The 60th Security Forces Squadron, Reports and Analysis (60 SFS/S5R) section will review on-base traffic citations and on/off-base intoxicated driving incident reports to determine whether a suspension or revocation is warranted, and is authorized to suspend/revoke violators base driving privileges in accordance with **Table 5.1** of this instruction and the 60 MSG/CD driver suspension letter.

2.6.4. Suspension.

2.6.4.1. The 60 AMW/CV, 60 MSG/CC or 60 MSG/CD may suspend base driving privileges for cause, or any lawful reason, or when lesser measures fail to improve a driver's performance, and may also suspend for up to 6 months if a driver continually violates the parking laws described in **paragraph 4.4** of this instruction and CVC 22500 - 22526, or habitually violates other standards considered non-moving in nature.

2.6.4.2. Unit commanders may request suspension of base driving privileges of any problem driver, whose attitude and actions display evidence of unsafe driving practices.

Requests will be sent to 60 MSG/CC or 60 MSG/CD through 60 SFS/S5R and the Commander, 60 Security Forces (60 SFS/CC).

2.6.4.3. The 60 AMW/CV, 60 MSG/CC or 60 MSG/CD will immediately suspend installation driving privileges pending resolution of an incident involving the intoxicated operation of a motor vehicle or vehicle, which involves active duty military personnel, their family members, reservists, guardsmen, retired members of the military services, and DoD civilian personnel. This applies regardless of the geographic location, on or off base, of an intoxicated driving incident. Unit leadership for active duty, reserve and guard members stationed at Travis AFB are required to notify Security Forces of an off-base DUI or DWI arrest or citation involving their member, and have the member escorted to the Emergency Communication Center (ECC) to complete SF actions. Security Forces will document the arrest or citation in the Security Forces Blotter, initiate base notifications and complete an Air Force Justice Information System (AFJIS) incident report. After a review of available evidence, driver's privileges will be suspended pending resolution of the intoxicated driving incident under the circumstances outlined below:

2.6.4.3.1. Refusal to take or complete a lawfully requested chemical test to determine Blood Alcohol Content (BAC) or Breath Alcohol Content (BrAC) for alcohol or other drugs.

2.6.4.3.2. Operating a motor vehicle or other vehicle with BAC or BrAC of 0.08 percent by volume or higher.

2.6.4.3.3. Receipt of an arrest report or other official document reasonably showing an intoxicated driving incident occurred.

2.6.4.3.4. Persons under 21 years of age operating a motor vehicle with a BAC or BrAC of .01 % or higher.

2.6.5. Revocation.

2.6.5.1. The 60 AMW/CV, 60 MSG/CC or 60 MSG/CD may revoke base driving privileges for serious moving violations or when other available corrective actions fail to produce the desired driver improvement. Revocations will be for a specific period but never less than 6 months.

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

2.6.5.2.1. A person is lawfully detained for intoxicated driving and refuses to submit to or complete tests to measure blood alcohol or drug content as required by the law of the jurisdiction, this instruction and DAFI 31-218(I). When revocation action for an implied consent refusal is combined with another revocation, it will run consecutively.

2.6.5.2.2. A conviction, non-judicial punishment, or a military or civilian administrative action resulting in the suspension or revocation of a driver's license for intoxicated driving. Official documentation is required as the basis for this type of revocation action.

2.6.5.2.2.1. Conviction is defined as final adjudication which may include one or more of the following as described in DAFI 31-218(I), Glossary Section II – Terms:

2.6.5.2.2.1.1. Pleas of no contest (nolo contendere) accepted by a court.

2.6.5.2.2.1.2. Payment of a fine.

2.6.5.2.2.1.3. Pleas of guilty or findings of guilty on a charge of violating State, Federal, or host nation civil law; or the UCMJ.

2.6.5.2.2.1.4. Conviction at a Special or General Court-Martial for an intoxicated driving offense under the UCMJ.

2.6.6. When suspensions are followed by revocations, compute the revocation period from the original suspension date, exclusive of any period during which full driving privileges were restored pending resolution of charges.

2.6.7. The 60 AMW/CV, or 60 MSG/CD may impose multiple suspensions to run consecutively or concurrently.

2.6.8. The 60 SFS/S5R will notify 60 LRS/LGRDDO of all suspension/revocations. Individuals whose base driving privileges are suspended or revoked will surrender their AF Form 2293 or computer generated GMV driver license to their squadron VCO or VCNCO. The VCO/VCNCO will notify and ensure the GMV driver's license is turned into F60 LRS/LGRDDO, who will concurrently suspend or revoke the individual's AF Form 2293 or computer generated GMV driver license for the duration of the base driving privilege suspension or revocation.

2.6.9. Individuals are not authorized to park or store their vehicles anywhere on the installation during the suspension or revocation period unless they reside on base or obtain written authorization from the or 60 MSG/CD through 60 SFS/S5R and 60 SFS/CC.

2.7. Reciprocal Procedures.

2.7.1. The 60 AMW/CC honors suspensions and revocations regardless of the individual's status, service component affiliation or base where suspension or revocation occurred. If an individual is assigned to or resides on base, and has an active suspension or revocation from another installation, 60 SFS/S5R will initiate suspension actions in accordance with [paragraph 2.6](#) Revocations remain in effect during reassignment unless the issuing authority terminates the revocation before reassignment. Anyone with suspended or revoked privileges may petition the 60 MSG/CC or 60 MSG/CD for limited driving privileges.

2.7.2. Upon receipt of written notice of suspension or revocation from the California Department of Motor Vehicles (DMV), an out-of-state DMV or Reports and Analysis section from another installation, Reports and Analysis will take comparable administrative actions (suspension, revocation or point assessment) for the violation.

2.7.3. The 60 SFS/S5R will notify the state driver's license agency of those personnel whose driving privileges are revoked for one year or more upon final adjudication for an intoxicated driving offense. The notification will include the basis for the suspension or revocation, such as refusal to submit to a lawful blood or breath alcohol test, and include the Blood Alcohol Content (BAC) or Breath Alcohol Content (BrAC) level if applicable.

2.8. Administrative Due Process for Suspensions and Revocations.

2.8.1. The 60 SFS/S5R will notify individuals in person when suspending or revoking driving privileges. If non-base affiliated or contact was unable to be made, 60 SFS/S5R will certify

mail the suspension/revocation letter to the individual's address; and place a copy of the letter at the Emergency Communication Center (ECC) for Security Forces to serve upon attempted base entry at any Installation Entry Control Point.

2.8.1.1. For offenses other than intoxicated driving, suspension or revocation of the installation driving privileges will not become effective until the individual is notified and offered an Administrative Hearing. Suspension or revocation will become effective immediately if the individual declines a hearing, or take place 14 calendar days after written notice is received unless the individual submits a request for a hearing. If the individual request a hearing, the suspension or revocation will be stayed pending the outcome of the hearing with 60 MSG/CC or 60 MSG/CD. If the suspension or revocation is upheld at the hearing, it will take effect immediately once the individual is notified.

2.8.1.2. For intoxicated driving offenses, suspension or revocation of the installation driving privileges will remain in effect until a decision has been made by the 60 MSG/CC or 60 MSG/CD at the Administrative Hearing.

2.8.2. The 60 MSG/CC or 60 MSG/CD will advise the individual of the following in the base suspension notification letter:

2.8.2.1. Suspensions may be converted to a revocation in accordance with [paragraph 2.6.5](#) of this instruction.

2.8.2.2. The right to request limited base driving privileges or full restoration of base driving privileges pending investigation or resolution of the incident.

2.8.2.3. The right of military personnel to present evidence and witnesses and be represented by a civilian counsel (at their own expense) or assigned military counsel.

2.8.2.4. The right of DoD civilian employees to have a personal representative present at the administrative hearing in accordance with applicable laws and instructions.

2.8.2.5. Option to submit a request for an administrative hearing before the suspension or revocation becomes permanent within 14 calendar days of receipt of the suspension notification.

2.8.2.6. Direction to sign the acknowledgment of receipt and to return the signed letter to the address shown in the letter.

2.8.3. To contest a suspension/revocation, the offender must request a due process hearing with the or 60 MSG/CD within 14 calendar days from receipt of the suspension/revocation notice.

2.8.3.1. Hearing requests will be submitted via memorandum and hand-delivered or mailed to 60 SFS/S5R, 510 Airlift Drive, Building 380A, Suite 206, Travis AFB, CA 94535.

2.8.3.1.1. Memorandums for military personnel must be endorsed by the First Sergeant and Commander.

2.8.4. Hearings for intoxicated driving will cover only the pertinent issues of whether:

2.8.4.1. The law enforcement official had reasonable grounds to believe the person was driving or was in physical control of a motor vehicle while under the influence of alcohol or other drugs.

2.8.4.2. The person was lawfully cited or apprehended for an intoxicated driving offense.

2.8.4.3. The person was asked to submit to a test for 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.

2.8.4.4. The person refused to submit to the test for alcohol, breath, or urine; failed to complete the test; submitted to the test and the result exceeded the amount of allowed blood alcohol content; results indicate the presence of other drugs for an on-installation apprehension or in violation of state laws for an off-installation apprehension.

2.8.4.5. The testing methods used were valid and reliable, and the results accurately recorded and evaluated.

2.8.5. The decision of the or 60 MSG/CD may be appealed in writing. Persons suspended or revoked must submit the appeal memorandum to 60 AMW/CC, thru 60 SFS/S5R, within 14 calendar days of receipt of the hearing decision by 60 MSG/CC or 60 MSG/CD. Suspension or revocation of the installation driving privileges will remain in effect until a decision has been made. The decision of 60 AMW/CC is final and cannot be appealed.

2.9. Restoration of Driving Privileges on Acquittal.

2.9.1. When an official report or finding determines lack of guilt (not guilty) or when charges are dismissed or reduced to an offense not amounting to intoxicated driving, 60 AMW/CV, or 60 MSG/CD will vacate the suspension of driving privileges except when:

2.9.1.1. The preliminary suspension was based on refusal to take a BAC test.

2.9.1.2. The preliminary suspension resulted from a valid BAC test (unless disposition of the charges was based on invalidity of the BAC test). In the case of a valid BAC test, the suspension will continue, pending completion of an administrative hearing.

2.9.1.3. The person was driving or in physical control of a motor vehicle while under another preliminary suspension or revocation.

2.9.1.4. The state authorities made an administrative determination to suspend or revoke driving privileges based on local law or pertinent regulations.

2.9.2. Individuals requesting restoration of driving privileges will follow the procedures identified in **paragraph 2.11** of this instruction, and provide court documentation proving the dismissal of driving under the influence charges or reduction to a lesser offense such as reckless driving.

2.10. Limited Driving Privileges.

2.10.1. The 60 AMW/CV, 60 MSG/CC or 60 MSG/CD may grant limited base driving privileges to individuals whose authority to drive on the installation was suspended or revoked. The individual must have a valid State-issued driver license. If the driver possesses a valid out-of-state driver's license, but is suspended from driving in the State of California, limited privileges may not be granted.

2.10.2. A request for limited driving privileges may be submitted to the 60 MSG/CC or 60 MSG/CD at the due process hearing or any other time after. Any limited driving privileges granted will be specified in writing and provided to the requester.

2.10.3. Limited driving privilege and hearing requests will be submitted via memorandum and hand-delivered or mailed to 60 SFS/S5R, 510 Airlift Drive, Building 380A, Suite 206, Travis AFB, CA 94535. The letter must be endorsed by the requester's First Sergeant and Commander, and include the following documents:

2.10.3.1. Copy of valid State-issued driver license and, if applicable, a California DMV driving privilege reinstatement letter.

2.10.3.2. Copy of current vehicle registration.

2.10.3.3. Copy of current vehicle insurance.

2.10.3.4. If the suspension or revocation was imposed as the result of an intoxicated driving offense, the following documents are also required:

2.10.3.4.1. Copy of the Course V (military) or equivalent certificate obtained from a traffic safety school course (virtual National Safety Council, state/municipal recognized) or in-person attendance.

2.10.3.4.2. Completion letter from Alcohol and Drug Abuse Prevention and Treatment (military) or equivalent alcohol and drug evaluation and rehabilitation program (civilian).

2.10.4. Limited driving privileges may be granted for mission requirements, unusual personal or family hardship, or where there is a delay not attributable to the offender of more than 90 days in the disposition of the charge.

2.10.4.1. Permission must be approved in writing by the 60 AMW/CV, or 60 MSG/CD prior to the individual driving on the installation. A copy of the limited driving privilege authorization letter will be maintained on the individual's person or in the vehicle when operating a motor vehicle on the installation until driving privileges have been fully reinstated by the 60 AMW/CV, 60 MSG/CC or 60 MSG/CD. Individuals will present the letter to Security Forces when approaching an installation entry control point or stopped for a traffic violation.

2.10.5. Individuals determined to be in violation of the conditions of the limited driving privilege authorization letter will have their limited driving privileges rescinded, may be subject to administrative or disciplinary action and additional driving suspension or revocation.

2.11. Full Reinstatement of Base Driving Privileges.

2.11.1. Full reinstatement of base driving privileges for individuals that have completed their period of suspension or revocation for an intoxicated driving offense is not automatic and requires completion of the listed items in paragraph **2.11.1.1 - 2.11.1.5** One month prior to the expiration date of the suspension or revocation, individuals may petition the 60 AMW/CV, 60 MSG/CC or 60 MSG/CD thru 60 SFS/S5R for full reinstatement.

2.11.1.1. Individuals must provide 60 SFS/S5R with the following documents to be fully reinstated:

- 2.11.1.1.1. Copy of valid State-issued driver license and, if applicable, a California DMV driving privilege reinstatement letter.
 - 2.11.1.1.2. Copy of current vehicle registration.
 - 2.11.1.1.3. Copy of current vehicle insurance.
 - 2.11.1.1.4. Copy of the Course V (military) or equivalent certificate obtained from a traffic safety school course (virtual National Safety Council, state/municipal recognized) or in-person attendance.
 - 2.11.1.1.5. Completion letter from Alcohol and Drug Abuse Prevention and Treatment (military) or equivalent alcohol and drug evaluation and rehabilitation program (civilian).
- 2.11.2. Full reinstatement of base driving privileges for individuals that have completed their period of suspension or revocation for any other offense than driving under the influence is automatic provided the individual has a valid State-issued driver license, valid vehicle registration and insurance.

2.12. Extensions of Suspensions and Revocations.

- 2.12.1. Individuals that have completed their period of suspension or revocation for an intoxicated driving offenses but have not provided 60 SFS/S5R with the documents in paragraph **2.11.1.1.1 – 2.11.1.1.5** will remain suspended or revoked indefinitely until the individual provides the documents.
- 2.12.2. Any individual discovered driving on the installation while their state driver license or base driving privileges are suspended or revoked will receive an additional 2-year revocation on determination of facts by 60 AMW/CV, 60 MSG/CC or 60 MSG/CD per DAFI 31-218 (I), Table **5-1** and **Table 5.1**, Assessment 1 of this instruction.
- 2.12.3. Any individual discovered driving on the installation while on a 2-year revocation will receive an indefinite revocation of installation driving privileges.
- 2.12.4. Military personnel in violation of the suspension or revocation may also receive administrative or disciplinary action per the Uniform Code of Military Justice (UCMJ). DoD civilian personnel may also receive administrative or disciplinary action. Contractor or non-base connected personnel attempting entry to the installation and in violation of suspension or revocation may result in administrative debarment under Title 18 USC § 1382.

Chapter 3

PRIVATELY OWNED VEHICLE OPERATION REQUIREMENTS

3.1. Driver and Vehicle Requirements. Vehicle operators must have the below listed credentials immediately available upon demand as required by state law or installation directives. Failure to show proof of required documentation upon request by Security Forces may result in the denial of base driving privileges. Drivers must comply with the following guidelines to operate a vehicle on the installation:

3.1.1. Possess a valid State-issued driver license, provincial or foreign jurisdiction driver license supported by a DoD, military or base issued identification card or pass.

3.1.2. Maintain valid state vehicle registration in the vehicle.

3.1.3. Display current front and rear license plates, registration stickers and/or license plate tabs, as required for the state in which the vehicle is registered.

3.1.4. Possess motor vehicle insurance in the amounts required by California State law. Proof of insurance must be maintained with the vehicle or on a mobile electronic device, and be readily available upon demand by Security Forces.

3.2. Vehicle Registration. The DD Form 2220, *DoD Registered Vehicle Decal*, is not issued at Travis AFB, or honored as a means of entry.

3.2.1. Active duty and DoD civilian employees, who have license plates from a foreign jurisdiction on their privately owned or commercial vehicle and have returned from an overseas assignment, will register their vehicle and obtain U.S. license plates from a DMV of their choice within thirty (30) days of employment or Permanent Change of Station (PCS) arrival with vehicle at this installation.

3.2.2. Vehicles registered with DMV in Planned Non-Operation (PNO) status are for storage or maintenance purposes. Only base housing residents, who register their vehicle in PNO status, may keep their vehicle on base provided the registrant maintains vehicle insurance on the vehicle. The PNO vehicle must be stored in the resident's garage or parked in the driveway and is prohibited from being parked on the highway or driven until current registration is obtained from the Department of Motor Vehicles (DMV).

3.3. Employee-Vehicle Certification and Reporting System (ECARS).

3.3.1. Title 42 USC § 7418, Control of Pollution from Federal Facilities and California Health and Safety Code § 44011 establish the requirement for a California Smog Inspection / Maintenance Program. The 60th Civil Engineer Squadron, Environmental Element (60 CES/CEIE) serves as the focal point of contact, enforces this requirement and coordinates with base personnel and regulatory agencies to ensure compliance. Participation in ECARS is mandatory for all AF military and civilian employees assigned to Travis AFB regardless of where the vehicles are registered in state. Vehicles on the installation will comply with the following requirements:

3.3.1.1. Ensure the vehicles follow the enhanced California I/M inspection, and maintain the I/M inspection document in the vehicle.

3.3.2. Exemptions are as follows:

3.3.2.1. None of these provisions will apply to employees or visiting agencies stationed at this installation, so long as such visits do not exceed 60 calendar days per year.

3.3.2.2. None of these provisions will apply to employee privately-owned out-of-state registered vehicles not operated on this installation.

3.3.2.3. None of these provisions will apply to vehicles exempted by the Bureau of Automotive repair, such as: Vehicles with diesel engines, vehicles with two-cycle engines, vehicles with engines smaller than 50 cubic inches of displacement, electric vehicles and motorcycles.

3.3.2.4. None of these provisions will apply to any motor vehicle model year 1975 and older.

3.3.2.5. None of these provisions will apply to any motor vehicle six or less model years old. For example, in calendar year 2006, this exemption would include year-models 2006, 2005, 2004, 2003, 2002 and 2001.

3.4. Defense Biometric Identification System (DBIDS) Card, AF Form 75, *Visitor/Vehicle Pass* and computer generated pass. The DBIDS Card, AF Form 75 or computer generated pass is used to control and identify personnel that have access to the installation on a temporary or routine basis for the purposes of conducting business, visiting residents or attending functions or special events. The pass is issued to personnel who do not have DoD or military affiliated credentials required for unescorted access to the installation.

3.4.1. Persons that request to obtain a pass and intend to operate their vehicle on base will also receive a vehicle pass.

3.4.2. Passes will be issued at the Visitor Control Center (VCC) or Pass and Registration (P&R) depending on the length/type of the visit or employment, reason for access and base or non-base affiliated status of the requester and/or sponsor.

3.4.3. The individual requesting the pass must present a valid state or government issued photo identification card to receive a visitor pass. If driving, the visitor must present the following valid documents: vehicle registration, vehicle insurance and State-issued driver license compliant with the REAL ID Act.

3.4.4. The vehicle pass will be displayed in the lower left (driver side) corner of the windshield or dashboard.

3.4.5. Visitors should surrender visitor/vehicle passes to the entry controller upon departure from base.

3.4.6. Personnel in possession of a DoD or military identification card do not require a vehicle pass for their rental vehicle.

Chapter 4

TRAFFIC PLANNING AND CODES

4.1. Traffic Planning.

4.1.1. In accordance with AFI 91-207, the Traffic Safety Coordination Group (TSCG) will consist of a representative from the following: 60 AMW/SE, 60 MSG, 60 CES Base Civil Engineer, Traffic Engineer and Transportation, and 60 SFS Operations Branch. Additional attendees may include representatives from SJA and ADAPT, local community authorities and other agencies as deemed necessary. The 60 AMW Chief of Safety and 60 MSG/CD will co-chair the meeting.

4.1.2. The TSCG will meet quarterly, or as needed, for the purposes of evaluating, studying, proposing and approving mitigation measures to traffic hazards and improve installation traffic safety. The TSCG will review all traffic, parking, or roadway-related service requests. Disapproved requests will be returned to the originator by 60 CES. The requester may appeal the board decision by forwarding a letter to 60 MSG/CD outlining why their request should be reconsidered. The appeal will be reviewed by the 60 MSG/CC, who will render a final decision.

4.1.3. Any changes made to the existing traffic circulation design or base parking plan must be coordinated through the TSCG.

4.1.4. The TSCG will return approved requests to 60 CES for prioritization in accordance with DAFI 32-1001, *Operations Management*.

4.2. Installation Traffic Code – Rules of the Road.

4.2.1. This section of this instruction establishes the uniform rules for governing the supervision and control of traffic on the installation. All provisions are applicable on all land areas under the jurisdiction of the Installation Commander. DoD, USAF directives and instructions, and the United States Code apply to base traffic rules. Pursuant to Title 18 USC § 13, *Assimilated Crimes Act*, assimilating CVC, DAFI 31-218(I) and this instruction constitute the local Installation Traffic Code. All relevant portions of the CVC are applicable on the installation. The web address is: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>. The following additional prohibitions and requirements apply:

4.2.1.1. Security Forces are authorized to issue the DD Form 1408, *Armed Forces Traffic Ticket* and DD Form 1805, *United States District Court Violation Notice*.

4.2.1.1.1. All persons will be trained on the use and completion of traffic citations IAW this instruction, DAFI 31-218(I) and DAFI 31-115.

4.2.1.2. Vehicle operators will not operate radar or laser detection devices to indicate the presence of speed recording instruments or to transmit simulated erroneous speed on the installation as stipulated in DoDI 6055.04, *Department of Defense Traffic Safety*. Such devices will be turned off while operating the vehicle on base.

4.2.1.3. In accordance with Title 18 USC § 795, § 2511 and California Penal Code 632, vehicle operators, passengers and pedestrians not on official business or authorized by the 60th Air Mobility Wing, Public Affairs Office will not utilize cameras, video recording

devices or electronic mobile devices to photograph, audio and/or video record the flightline, or within 300 feet of it, or any installation entry/exit control point, or any other location on Travis AFB identified by Security Forces or the occupants assigned to a respective facility as prohibited from being recorded. If detected, the film or storage device may be confiscated by Security Forces, upon coordination with SJA, and returned after disposition of the photographic or video footage has been completed by the 60 SFS/S2 or Department of the Air Force (DAF) Office of Special Investigations (OSI). Electronic mobile devices containing the photographic or video footage may be immediately returned to the owner by the Security Forces member that confiscated it after the digital footage has been permanently removed/deleted from the device.

4.2.1.4. State license plates must be clearly visible at all times while on base. Vehicle operators are required to clear obstructions from the license plates before entering the installation. License plate security covers for vehicles registered in the State of California is authorized in accordance with (CVC 5201) provided it does not obstruct or impair recognition of the license plate information. The installation of a cover over a lawfully parked vehicle is exempted from this requirement.

4.2.1.5. Highway is defined as a way or place of whatever nature, publicly maintained and open to the use of the public for purposes of vehicular travel, and includes streets (CVC 360).

4.2.1.6. Unsafe/defective vehicles. Operators of unsafe/defective vehicles may continue to drive their vehicle after being cited depending on the severity of the unsafe condition or defect (i.e., inoperative headlight or cracked windshield). Security Forces may give motorists the opportunity to resolve the unsafe condition or defect before the citation is processed by 60 SFS/S5R by marking the "Warning" box of the DD Form 1408, and indicating in the remarks section that it is a "Fix-it Ticket." The ticket will be maintained on file at the 60th Security Forces Squadron Emergency Communication Center (ECC) for three days. Offenders have three days to fix the unsafe condition or repair the defect, and present their copy of the DD Form 1408 (pink violator carbon copy) with evidence of the repairs to the ECC. Security Forces will inspect the vehicle to ensure corrective actions were completed, write on the violator's carbon copy of the DD Form 1408 "corrected" and forward it to the 60th Security Forces Squadron, Police Services (60 SFS/S3P). If evidence of the repair is not presented within three days, the DD Form 1408 will be forwarded to 60 SFS/S5R via 60 SFS/S3P for processing and point assessment against the operator's base driving record.

4.2.1.7. Tinted windows are required to conform to the criteria established by CVC 26708, Material Obstructing or Reducing Driver's View, and CVC 26708.2, Sun Screening Devices - Requirements.

4.2.1.8. Gang affiliated, obscene or profane language, images or accessories may not be attached, affixed to or displayed from a vehicle in any manner.

4.2.1.9. Violations of the provisions of this instruction by motorists will be reported to the squadron commander, first sergeant and/or civilian supervisor exercising disciplinary authority over the offender via DD Form 1408, Copy 1 - Commanding Officer of Violator or Appropriate Civil Agency (white copy).

4.2.2. Towing, Searching, Impounding, and Inventorying Vehicles.

4.2.2.1. Violations of this Base Traffic Code and the assimilated provisions of the California Vehicle Code will result in impoundment only in circumstances permitted by DAFI 31-218(I) and **Chapter 6** of this instruction.

4.2.3. Two and Three-Wheeled Motor Vehicles, Off-Highway Vehicles (OHV), All-Terrain Vehicles (ATV) and other vehicles.

4.2.3.1. Drivers of two-wheel motorcycles, motor-driven cycles, mopeds and motorized bicycles (not electrical bicycles) must have the applicable motorcycle class endorsement (M1 or M2) for California, or the equivalent out-of-state endorsement or appendage to their State-issued driver license. Three-wheeled motor-driven-cycles require a Class C driver license.

4.2.3.1.1. Active duty military who operate or intend to operate a two-wheeled motorcycle on a roadway, operators of government-owned or leased motorcycles and Air Force civilian personnel who are required to operate a motorcycle in accordance with their position description, will successfully complete the motorcycle safety initial/intermediate/refresher training outlined in DoDI 6055.04 and DAFI 91-207. Operators of three-wheeled motorcycles and motorcycles with side cars are exempt from the training.

4.2.3.1.2. Operators of motorcycles, motorized-driven-cycles and motorized mopeds will not lane-split on Travis AFB or ride more than two abreast.

4.2.3.2. Operation of government-owned, rented or leased OHV, ATV and tactical vehicles, as described in DoDM 4500.36, may be driven off-road or on the paved surface as the mission, security contingencies or the training environment dictates. An OHV is defined in AFI 91-207 as a motor vehicle primarily designed for off-highway use and capable of cross-country travel on land, snow, ice, marsh, swampland, or other natural terrain. Example of Off-Highway Vehicles are Side-by-Side, a Recreational Utility Vehicle, Utility Terrain Vehicle, construction-tracked vehicles, forklifts, road graders, agricultural-type wheeled tractors, and aircraft tugs.

4.2.3.3. ATVs that are owned, leased, rented or controlled by non-DoD Component entities or individuals are prohibited from being operated on base either off road or on the paved surface unless approved for use in a designated area. These vehicles must be stored or parked in an authorized area. When authorized to use in a designated area, ATVs issued a plate or device may be operated or driven upon a designated highway or portion of it, or when crossing a two-lane highway at an angle of approximately 90 degrees to the direction of the roadway and at a place where a quick and safe crossing may be made (CVC 38025, 38026.5).

4.2.3.4. Operators and passengers of motorcycles, motor-driven cycles, motorized mopeds, three-wheeled vehicles and OHVs will comply with the training requirements, vehicle equipment and Personal Protective Equipment (PPE) standards identified in DoDI 6055.04 and DAFI 91-207, which consists of: Department of Transportation (DOT) or Snell approved helmet, properly fastened to the chin, eye protection that meets American National Standards Institute/International Safety Equipment Association, sturdy over-the-ankle footwear, protective clothing, including a long-sleeved shirt or jacket, long trousers

and full-fingered gloves or mittens. PPE should incorporate fluorescent colors and retro-reflective material. PPE for non-tactical GMVs and ATV riders during off-road operations should include knee and shin guards and padded gloves. If an operator or their passenger is cited for violating PPE standards, three (3) points will be assessed against the operator's base driving record. Refer to **Attachment 1** for a quick reference chart on PPE requirements and prohibited actions.

4.2.3.5. Other Vehicles.

4.2.3.5.1. Low-Speed Vehicle (LSV) is defined in AFI 91-207 as any 4-wheeled motor vehicle whose top speed is greater than 20 miles per hour (MPH) but less than 25 MPH, and whose gross weight rating is less than 3,000 pounds. LSVs meet the design standards of Code of Federal Regulation, **Part 571**, *Federal Motor Vehicle Safety Standards* and will be designated by a manufacturer certification.

4.2.3.5.2. Government Vehicle Other (GVO) is defined in AFI 91-207 as vehicles designed primarily for off-the-highway operation such as specialty/special purpose vehicles (side by side, utility vehicle), construction-tracked vehicles, forklifts, road graders, agricultural-type wheeled tractors, and aircraft tugs. Includes military combat and tactical vehicles (e.g., tanks, self-propelled weapons, armored personnel carriers, amphibious vehicles ashore, and high-mobility multipurpose wheeled vehicles).

4.2.3.5.3. Neighborhood Electric Vehicle (NEV) is defined in CVC 385.5 and CVC 21250 as a vehicle with four wheels that has a 17-digit conforming vehicle identification number (VIN). It has a gross vehicle rating (GVWR) of less than 3,000 pounds and can reach a speed of more than 20 MPH, but not more than 25 MPH, on a paved level surface. This vehicle must be certified to meet Federal Motor Vehicle Safety Standards (FMVSS) to be registered and operated on public streets, roads and highway.

4.2.3.5.4. Golf cart is defined in CVC 345 as a vehicle that can carry no more than two persons, including driver, carries golf equipment and operates a maximum speed of 15 MPH. It weighs no more than 1,300 pounds unladen (empty) and has no less than three wheels in contact with the ground.

4.2.3.5.5. LSVs, GVOs and golf carts are prohibited from use on public roadways unless authorized by the Wing Commander through a risk assessment coordinated with 60 AMW/SEG. Golf carts are authorized to be operated at the Cypress Lakes Golf Course.

4.2.4. Powered Personal Transportation Devices (PTD).

4.2.4.1. A powered PTD is described as any vehicle that has a motor, battery, or electric propulsion system that powers movement. Operators must wear an ASTM F1447, Snell B-95 approved helmet to operate all types of powered PTDs. Some requirements concerning the operation of PTDs and the wear of PPE in this traffic code are more restrictive than the CVC. Refer to the following CHP website for descriptions of two-wheeled vehicles and various powered PTDs: <https://www.chp.ca.gov/programs-services/programs/california-motorcyclist-safety/motorcycles-and-similar-vehicles>. Refer to **Attachment 1** for a quick reference chart on PPE requirements and prohibited

actions, and [Figure A5.1](#) [Figure A5.2](#), [Figure A5.3](#) for PTD operational requirements and restrictions.

4.2.4.2. Motorized or electrical scooters (commonly referred to as e-Scooters) are defined in CVC 407.5(a) as any two-wheeled device that has handlebars, has either a floorboard that is designed to be stood upon when riding or a seat and footrests in place of the floorboard, and is powered by an electric motor. These devices may not be operated at a speed in excess of 15 MPH (CVC 21235b), and must have an operational braking system and operate in a manner so that the motor is engaged through a switch or mechanism that, when released, will cause the motor to disengage or cease function. These types of scooters are not considered motor vehicles and do not require registration, license plates or insurance. Though CVC 21235(c) only requires operators under 18 years of age to wear a bicycle helmet, all operators on Travis AFB will wear a bicycle helmet.

4.2.4.2.1. Operators must possess a valid driver license of any class or be over the age of 16 with a valid instruction/learner's permit to operate a motorized/electrical scooter. No motorcycle class endorsement is required. Individuals must meet the license requirements set forth in CVC 12804.9(b)(3)(i) and 12509(d).

4.2.4.2.2. If operated during reduced visibility and the hours of darkness, motorized/electrical scooters must be equipped with a headlamp that emits white light that is visible from 300 feet, a red reflector on the rear that is visible from 500 feet, and white or yellow reflector on each side visible from 200 feet (CVC 21223).

4.2.4.3. Motorized or electrical boards (commonly referred to as hoverboards), are defined in CVC 313.5 as any wheeled device that has a floorboard designed to be stood upon when riding and used to transport only one person. This device is not greater than 60 inches deep and 18 inches wide, and has an electric propulsion system averaging less than 1,000 watts; the maximum speed of which, when powered solely by a propulsion system on any paved level surface, is no more than 20 MPH. This device may also be designed to be powered by human propulsion.

4.2.4.3.1. Operators are not required to possess a driver license to ride this device, but must be at least 16 years of age. Bicycle helmets are required for all operators.

4.2.4.3.2. If operated during reduced visibility and the hours of darkness, motorized/electrical hoverboards must be equipped with, or the operator must have attached to their person, a headlamp that emits white light that is visible from 300 feet, a red reflector on the rear that is visible from 500 feet, and white or yellow reflectors on each side visible from 200 feet (CVC 21293).

4.2.4.3.3. Electrical skateboards (commonly referred to as e-skates) are not considered a motorized skateboard. This device is designed to be stood upon when riding and used to transport only one person. This device is not greater than 60 inches long and less than 18 inches wide, and has an electric propulsion system that averages less than 1,000 watts; and its maximum speed is less than 20 MPH. These types of powered skateboards meet the definition in CVC 313.5 for a hoverboard and will be operated in accordance with the hoverboard requirements and prohibitions identified in this instruction. Hereafter, when a hoverboard is mentioned, it also applies to electrical skateboards, but not gas-powered motorized skateboards.

4.2.4.3.3.1. Gas-powered motorized skateboards are only permitted on private property. These devices are not considered hoverboards and will not be operated on sidewalks, roadway, or any part of a highway or on any bikeway, bicycle path or trail, equestrian trail, or hiking or recreational trail (CVC 21968).

4.2.4.4. Sidewalks.

4.2.4.4.1. Motorized/electrical scooters are prohibited from being ridden on sidewalks except for incidental access as may be necessary to enter or leave an adjacent property (CVC 21235), and riding on a crosswalk is prohibited. The devices will not be left lying or parked on the sidewalk. Consult CVC 21220 – 21235 for further guidance.

4.2.4.4.2. Though CVC 21292 and CVC 21294 allows hoverboards to be ridden on sidewalks, these devices are prohibited from being ridden on sidewalks on Travis AFB except for incidental access as may be necessary to enter or leave an adjacent property, and riding on a crosswalk is prohibited.

4.2.4.5. It is unlawful for any person operating a motorized/electrical scooter or hoverboard upon a highway to be under the influence of an alcoholic beverage or any drug, or under the combined influence of an alcoholic beverage and any drug (CVC 21221 - 21221.5 and 21296). Persons apprehended, arrested or cited for this violation are entitled to the provisions of the Implied Consent Warning pursuant to [para 2.4](#) of this instruction.

4.2.4.6. Operation of Motorized/Electrical Scooters and Hoverboards.

4.2.4.6.1. Operators must obey all rules of the roads, to include traffic control devices consisting of, but not limited to, lights, signs, signals, roadway and lane markings. **Exception:** Operators may stop and dismount their device at any time, regardless of a traffic control device being present that prohibits vehicle movement (i.e., red light) if the rider is immediately exiting the roadway by stopping and dismounting at the right-hand curb or right edge of the roadway.

4.2.4.6.2. Motorized/electrical scooters and hoverboards will only be operated on Travis AFB roads and streets with a posted speed limit of 30 MPH and below, and will be ridden close to the right-hand curb or right edge of the roadway as possible. Operating these devices on roads and streets where the speed limit is in excess of 30 MPH is prohibited. These devices will not be operated against the flow of traffic.

4.2.4.6.3. If a designated bikeway or bike lane is present on the roadway, motorized/electrical scooters shall be operated within this area, and may be operated in all bikeway or bike lane classifications.

4.2.4.6.4. Though CVC 21294 allows hoverboards to be ridden on roadways, hoverboards are prohibited from being operated on Travis AFB roadways except in designated Class I, II and IV bikeways or bike lanes that are established with roadway markings and/or signs. When operated on bike trails, if pedestrian traffic is present, operators shall yield the right-of-way to all pedestrians on foot, including persons with disabilities and when using assistive devices and service animals that are close enough to constitute a hazard. These devices will not be operated in Class III bike routes. Refer to [paragraph 4.2.5.4.2](#) for a description of bikeway and bike lane classifications.

- 4.2.4.6.5. Operators are prohibited from riding motorized/electrical scooters and hoverboards on Perimeter Road, Flightline, Inner Perimeter Road and Travis Avenue except when traveling through the intersection using a cross street.
- 4.2.4.6.6. Operators will not ride tandem with passenger(s), attach the device or oneself to any vehicle on the roadway, or carry any items that prevent the operator from keeping both hands upon the handlebars or operating the device safely.
- 4.2.4.6.7. Operators will not overtake or pass other moving motor vehicles and vehicles on the roadway, or ride two or more abreast.
- 4.2.4.6.8. Operators will not perform any lane changes which causes the device to maneuver out of the far right lane and right-hand curb or right edge of the roadway.
- 4.2.4.6.9. Making a left turn is prohibited.
- 4.2.4.6.9.1. Operators must stop and dismount the device (CVC 21228) when crossing the roadway. When dismounting, operators will stop and dismount as close to the right-hand curb or right edge of the roadway by the marked or regulated intersection limit line and if no limit line is marked on the roadway, dismount at a safe place away from the intersection.
- 4.2.4.6.9.2. Operators will then cross the roadway on foot by walking or carrying the device, and crossing the street using the applicable crosswalk when present.
- 4.2.4.6.9.3. When returning to the roadway, operators will mount the device and return to the roadway in the right-hand lane when it's safe to do so.
- 4.2.5. Bicycles.
- 4.2.5.1. Non-Powered Bicycles.
- 4.2.5.1.1. These devices are operated by a person and propelled exclusively by human power through a belt, chain, or gears and having one or more wheels.
- 4.2.5.2. Powered Electrical Bicycles.
- 4.2.5.2.1. These devices are commonly referred to as e-bikes, and are described as a bicycle equipped with fully operable pedals an electric motor of less than 750 watts. These devices are exempt from motor vehicle financial responsibility, driver license and registration requirements (CVC 24016).
- 4.2.5.2.1.1. A bike with an electric motor over 750 watts is not considered an E-Bike in the State of California, and qualifies as a motor-driven-cycle that requires an M1 endorsement for California, or the equivalent out-of-state endorsement or appendage to their State-issued driver license.
- 4.2.5.2.2. There are three classes of electric bicycles as defined in CVC 312.5.
- 4.2.5.2.2.1. Class 1: A low speed pedal-assisted electric bicycle equipped with a motor which provides assistance only when the rider is pedaling, and ceases to provide assistance when a speed of 20 mph is reached. There is no minimum age restriction to ride.
- 4.2.5.2.2.2. Class 2: A low speed throttle-assisted electric bicycle equipped with a

motor used exclusively to propel the bicycle, where in the bike provides electric power whether the rider is pedaling or not, but stops providing power when the speed reaches 20 mph. There is no minimum age restriction to ride.

4.2.5.2.2.3. Class 3: A low speed pedal-assisted electric bicycle equipped with a speedometer, and a motor which provides assistance only when the rider is pedaling and ceases to provide assistance when a speed of 28 mph is reached. The operator of a Class 3 electric bicycle must be at least 16 years old.

4.2.5.3. Persons riding bicycles on a roadway, or any paved surface are subject to the provisions of this instruction and the Rules of the Road in the CVC concerning operation of vehicles upon roadways, and shall have all the rights and be subject to all the provisions, applicable to the drivers of a motor vehicle by regulation (CVC 21200).

4.2.5.4. Bikeway and Bike Lanes.

4.2.5.4.1. When present on the roadway, bike lanes or separate bikeways are established along streets or exclusively for bicycles, and are defined by pavement striping and signage to delineate a portion of a roadway for bicycle travel.

4.2.5.4.2. There are four classifications for bikeways and bike lanes.

4.2.5.4.2.1. Class I. Bike paths or shared-use-paths with exclusive right-of-way for bicyclists and pedestrians, away from the roadway and with cross flows by motor traffic minimized. These paths support both recreational and commuting opportunities.

4.2.5.4.2.2. Class II. Bikeways or bike lanes are established along streets and are defined by pavement striping and signage to delineate a portion of a roadway for bicycle travel. These are one-way lanes typically striped adjacent to motor traffic traveling in the same direction.

4.2.5.4.2.3. Class III. Bike routes are shared-use-lanes which serve either to provide continuity to other bicycle classes (usually Class II bikeways) or designated preferred routes through high demand areas.

4.2.5.4.2.4. Class IV. Separated bikeway exclusively for bicycles and includes a separation between the bikeway and the through vehicular traffic.

4.2.5.4.3. Operators will ride in any established bikeway or bike lane if moving slower than traffic in the same direction except under any of the following situations (CVC 21208a):

4.2.5.4.3.1. When overtaking and passing another bicycle, vehicle, or pedestrian within the lane or about to enter the lane if the overtaking and passing cannot be done safely within the lane.

4.2.5.4.3.2. When preparing for a left turn at an intersection or into a private road or driveway.

4.2.5.4.3.3. When reasonably necessary to leave the bicycle lane to avoid debris or other hazardous conditions.

4.2.5.4.3.4. When approaching a place where a right turn is authorized.

4.2.5.5. Operators must wear an ASTM F1447, Snell B-95 approved helmet to operate all types of bicycles. Refer to [Attachment 1](#) for additional PPE information.

4.2.5.6. Sidewalks.

4.2.5.6.1. When riding bicycles on the sidewalk and other locations where there is pedestrian traffic, operators shall yield the right-of-way to all pedestrians on foot, including persons with disabilities and when using assistive devices and service animals that are close enough to constitute a hazard. Class 3 electric bicycles are prohibited from being ridden on crosswalks, sidewalks, bike paths, trails and bikeways.

4.2.5.6.2. Children under 8 years of age operating a bicycle must use sidewalks. When crossing a roadway, children must dismount the bicycle and walk it.

4.2.5.6.3. Children under 10 years of age shall not operate a bicycle or other PTD in bike lanes unless accompanied by an adult.

4.2.5.6.4. Children under 11 years of age will use the sidewalk when riding a bicycle in the vicinity of the Travis and Scandia Elementary Schools.

4.2.5.7. Bicycles on any roadway on the installation, to include the flightline, will wear a highly visible outer garment during daylight hours, and an outer garment containing retro-reflective material during darkness and reduced visibility. Security Forces is not exempted from this requirement.

4.2.5.8. Bicycles operated during reduced visibility, or the hours darkness must be equipped with the following equipment (CVC 21201d):

4.2.5.8.1. Lamp emitting a white light that is visible from the front and to the sides from 300 feet.

4.2.5.8.2. Red reflector or solid or flashing red light, with a built-in reflector, on the rear that is visible from a distance of 500 feet to the rear

4.2.5.8.3. White or yellow reflector on each pedal, shoe, or ankle visible from the front and rear of the bicycle from a distance of 200 feet.

4.2.5.8.4. White or yellow reflector on each side forward of the center of the bicycle, and a white or red reflector on each side to the rear of the center of the bicycle (unless the bicycle has reflectorized tires).

4.2.5.9. No bicycle will be used to carry more persons than designed for. **Exception:** Bicycles with baby seats attached (CVC 21204).

4.2.5.10. No person operating a bicycle shall carry any package, bundle, or article which prevents the operator from keeping at least one hand upon the handlebars (CVC 21205).

4.2.5.11. Changes in bicycle design which may render the bicycle unsafe for operation are prohibited (CVC 21201a, b, c).

4.2.6. Non-Powered Personal Transportation Devices.

4.2.6.1. Operators will comply with pedestrian related traffic laws, obey traffic control signs and signals, and use the sidewalk when available and applicable. Refer to

Attachment 1 for a quick reference chart on PPE requirements and prohibited actions, and **Table 5.4** for PTD operational requirements and restrictions.

4.2.6.2. When riding on the sidewalk and other locations where there is pedestrian traffic, operators shall yield the right-of-way to all pedestrians on foot, including persons with disabilities and when using assistive devices and service animals that are close enough to constitute a hazard.

4.2.6.3. The operation of skateboards, roller skates/blades, in-line skates, kick-scooters and other similar equipment not meeting DOT motor vehicle standards are prohibited on installation roadways.

4.2.6.4. Operators will not use these devices on sidewalks or walkways in the vicinity of schools, public, business and government buildings, parking lots, and any roadway.

4.2.6.5. Operators of these devices may only use sidewalks in base housing areas, Travis Skate Park, designated walkways and paths, and may only use the roadways in the housing areas for incidental access associated with pedestrians (i.e., traveling from one sidewalk to another). When using the roadway, use the extreme left-hand edge of the roadway traveling toward oncoming traffic (CVC 21956).

4.2.6.6. Skateboarding ramps or jumps are not allowed on the sidewalks or streets. The is only authorized location for ramps and jumps. Patrons must wear a helmet, knee, and elbow pads always while using the park.

4.2.6.7. Anyone operating the following equipment, to include similar devices, must wear a properly fastened and approved [e.g., Consumer Product Safety Commission (CPSC), American National Standards Institute (ANSI) or Snell Memorial Foundation] bicycle helmet: skateboard, roller skates/blades, in-line skates, kick-scooter, unicycle, two-wheeled or three-wheeled bicycle on the installation, to include passengers. Workers operating bicycles in areas that require the use of ANSI approved hard hats for protection from falling and flying objects are authorized to use hard hats instead of approved bicycle helmets provided the hat is properly fastened with a chin strap. **Note:** Helmets are designed for different impacts and are not interchangeable.

4.2.7. Pedestrians.

4.2.7.1. Pedestrians in marked crosswalks have the right-of-way with limitations contained in the applicable CVC. Pedestrians will not walk out in front of oncoming traffic, even in marked crosswalks. Pedestrians will not create a hindrance to traffic or place themselves in danger by walking into the path of a vehicle.

4.2.7.2. Personnel in performance of their assigned duties that are exposed to a traffic hazard are required to wear a highly visible outer garment during the day and an outer garment containing retro-reflective material at night. This applies to traffic control, road construction, pavement marking, utility maintenance, road clean-up, and any other crew or individual required to work as a pedestrian on a roadway surface while the roadway remains open to traffic.

4.2.7.3. During hours of darkness, periods of reduced visibility (such as inclement weather night), personnel conducting flightline operations must wear a fluorescent or reflective vest, jacket or belt.

4.2.7.4. Pedestrians will walk on sidewalks or paths of roadways whenever provided. When necessary to walk on roadways, pedestrians will walk on the left side of the roadway (CVC 21956). Pedestrians may cross the roadway between adjacent intersections controlled by traffic control devices, and shall not cross the roadway at any place except in a crosswalk (CVC 21955).

4.2.7.5. Joggers will use sidewalks wherever provided, and will give the right-of-way to vehicles when not in crosswalks or sidewalks. During the hours of darkness/inclement weather, clothing/accessories containing retro-reflective properties visible from the front and back is required. Joggers will not exercise in the roadways with high density traffic or during peak traffic periods without road guards or safety spotters for traffic control. These individuals must obey the same traffic rules as pedestrians when crossing intersections controlled by traffic control devices, and will not create a hindrance to traffic or place themselves in danger by crossing into the path of a vehicle.

4.2.7.6. Security Forces are not required to wear a reflective garment during the hours of darkness/inclement weather while on duty, to include while posted at an installation entry control point or conducting a foot patrol. **Exception:** When posted in the roadway at a traffic control point or intersection for the purposes of directing traffic, the wear of a retro-reflective outer garment or vest is required during night or inclement weather.

4.2.7.7. Pedestrians that are walking, jogging or running, shall stop and remain stopped when Reveille or Retreat is sounded until the last note of the music stops. Uniformed military personnel should stand at attention and face the American flag, or the direction of the music if a flag is not visible. Emergency Responders and personnel conducting mission essential operations are exempt from this requirement when on-duty, and in a situation where the safety of the individual, public or mission would be jeopardized. Military personnel and veterans, who are present but not in uniform, may salute when outdoors or stand at parade rest. Civilians should stand at attention and place their right hand, with a hat if they're wearing one, over their heart.

4.2.8. Portable Devices.

4.2.8.1. The use of portable headphones, earphones, or other listening devices (except when using a hands-free device) by drivers is prohibited except when wearing hearing aids, using a single ear-piece hands-free phone device, or using a motorcycle driver/passenger intercom device.

4.2.8.2. The use of cellular phones or other listening and entertainment devices, to include dual and single ear-piece headphones or earbuds, while walking, jogging, running or operating any powered or non-powered PTD on roads and streets is prohibited. **Exception:** Persons using a hearing aid. Operators of non-powered PTDs may use these devices while using a sidewalk, base tracks or fitness course at the Duck Pond adjacent to the North Gate, and jogging paths that are not on streets or roads traveled by vehicles. Users will discontinue use of all listening and entertainment devices when crossing any roadway.

4.2.9. Driver Distractions. (DoDI 6055.04, DAFI 31-218(I), DAFI 91-207, CVC 23123 – 23124)

4.2.9.1. Drivers shall not drive any motor vehicle while holding and operating a handheld wireless telephone or a wireless electronic communications device unless the wireless

telephone or electronic wireless communications device is specifically designed and configured to allow voice-operated and hands-free operation, and it is used in that manner while driving. This includes, but is not limited to, writing, sending or reading text-based communication messages, using cell phones, or using other hand-held electronic devices unless the vehicle is safely parked, or the driver is using a hands-free device. Use of these devices impairs driving and masks or prevents the approach of vehicles, recognition of emergency signals, alarms, announcements, human speech and outside noises in general. This is a primary offense, which means Security Forces may conduct a traffic stop on a motorist solely based on their observation of the violation.

4.2.9.1.1. Wireless electronic communications device includes, but is not limited to, a broadband personal communication device, a specialized mobile radio device, a handheld device or laptop computer with mobile data access, a pager, or a two-way messaging device.

4.2.9.2. Drivers under the age of 18 years shall not drive any motor vehicle while holding and operating a handheld wireless telephone or a wireless electronic communications device, even if equipped with a hands-free device.

4.2.9.3. Drivers holding a wireless electronic communications device in their hand away from the ear and talking or listening to a message on speaker while driving constitutes "use" and is also prohibited.

4.2.9.4. Exceptions.

4.2.9.4.1. The use of a wireless telephone or electronic wireless communications device that is mounted on a vehicle's windshield or dashboard is authorized, provided it is operated for the sole purpose of activating or deactivating a feature or function with the motion of a single swipe or tap of the driver's finger.

4.2.9.4.2. Emergency services or personnel performing mission-critical duties may receive or place calls in the performance of official duties while operating a GMV.

4.2.9.4.3. Drivers are authorized to place calls for emergency purposes, including, but not limited to, an emergency call to a law enforcement agency, health care provider, fire department, or other emergency service agency or entity.

4.2.9.4.4. A Land Mobile Radio (LMR) is primarily a listening device and is not restricted. Cellular phones and other devices, used only in push-to-talk (walkie-talkie, direct connection) mode are considered LMR, if required and issued for the performance of official duties.

4.2.10. Off Road Vehicle Use.

4.2.10.1. No vehicle will be operated or parked on a dirt, seeded sod, upland grass, graveled area or unpaved surface unless it is specifically authorized by 60 CES/CEIE and posted signs or is designated as a parking area, or when entering or leaving a parking area where there is no access to a paved surface. **Exception:** For personnel conducting official duties which require the use of the unpaved roadway, coordination with 60 CES/CEIE is still required.

4.2.11. Child Safety Belt and Passenger Restraint Requirements. (CVC 27360)

4.2.11.1. Children who are 8 years of age or older, but less than 16 years of age, *or* have reached 4' 9" in height must be secured in the backseat with an appropriate child passenger restraint system or safety belt meeting applicable federal motor vehicle safety standards.

4.2.11.2. Children under 8 years of age must be secured in a car seat or booster seat in the back seat.

4.2.11.3. Passengers who are 16 years of age and over are required to wear a seatbelt.

4.2.11.4. Children under 2 years of age shall ride in a rear-facing car seat unless the child weighs 40 or pounds *or* is 40 or more inches tall. The child shall be secured in a manner that complies with the height and weight limits specified by the manufacture of the car seat. (CVC 27360).

4.2.11.5. Exemptions. (CVC 27363)

4.2.11.5.1. Court exempts any class of child by age, weight, or size if it is determined that the use of a child passenger restraint system would be impractical by reason of physical unfitness, medical condition, or size. Driver must maintain proof of court exemption in vehicle.

4.2.11.5.2. In case of life-threatening emergency, or when a child is being transported in an authorized emergency vehicle, if there is no child passenger restraint system available, a child may be transported without the use of that system, but the child shall be secured in a seatbelt.

4.2.11.5.3. A child weighing more than 40 pounds may be transported in the backseat of a vehicle while wearing only a lap safety belt when the backseat of the vehicle is not equipped with a combination lap and shoulder safety belt.

4.2.11.5.4. A child under 8 years of age who is 4' 9" in height or taller may be properly restrained by a safety belt rather than by a child passenger restraint system.

4.2.11.5.5. A child under 8 years of age may ride properly secured in an appropriate child passenger restraint system meeting applicable federal motor vehicle safety standards in the front seat of a motor vehicle under any of the following circumstances:

4.2.11.5.5.1. There is no rear seat.

4.2.11.5.5.2. The rear seats are side-facing jump seats.

4.2.11.5.5.3. The rear seats are rear-facing seats.

4.2.11.5.5.4. The child passenger restraint system cannot be installed properly in the rear seat.

4.2.11.5.5.5. All rear seats are already occupied by children 7 years of age or under.

4.2.11.5.5.6. Medical reasons necessitate that the child does not ride in the rear seat. Driver must maintain proof of court exemption in vehicle.

4.2.11.5.5.7. Notwithstanding the above circumstances, a child shall not be transported in a rear-facing child passenger restraint system in the front seat of a motor vehicle that is equipped with an active frontal passenger airbag.

4.2.11.5.6. A parent, legal guardian, caregiver or other person responsible for a child who is 9 years of age or younger are prohibited from leaving the child alone inside a motor vehicle on the installation. Refer to TAFBI 31-106, *Travis Disciplinary Action Program, Attachment 2 (Youth Supervision Guidelines)* for further guidance regarding the age and criteria for supervising children and leaving children alone.

4.2.12. Vehicle Maintenance.

4.2.12.1. Any major repairs to PMVs, or any repairs requiring work under the vehicle, to include engine removal/replacement and any type of lubricant change, is prohibited from being conducted anywhere on base except for the Auto Skills Center or at an authorized service station.

4.2.13. Littering, Throwing, Depositing or Dumping Matter.

4.2.13.1. No person shall throw or deposit, nor shall the registered owner or the driver, if such owner is not then present in the vehicle, aid or abet in the throwing or depositing upon any highway (CVC 23112), as described in CVC 360, or any area, public or private (CVC 38320), any bottle, can, garbage, glass, nail offal, paper, wire, any substance likely to injure or damage traffic using the highway, or any nauseous or offensive matter of any kind.

4.2.13.2. Except in areas designated by the and/or 60 CES, no person shall place, deposit or dump, or cause to be placed, deposited or dumped, any rocks, refuse, garbage, hazardous waste, or dirt in or upon any highway (CVC 23112), as described in CVC 360, or area, public or private (CVC 38320), including any portion of the right-of-way thereof, without consent of 60 CES and the state or local agency having jurisdiction over the highway, or the property owner or public agency having jurisdiction over the area. Illegal dumping of any kind is not tolerated on any property at Travis AFB.

4.3. Traffic Law Enforcement Principles.

4.3.1. A “vehicle” is defined in CVC 670 as a device by which any person or property may be propelled, moved, or drawn upon a highway, excepting a device moved exclusively by human power or used exclusively upon stationary rails or tracks.

4.3.2. A “motor vehicle” is defined in DoDI 6055.04 and CVC 415 as a self-propelled, self-contained power unit mounted on wheels or tracks, or designed to be towed by and used together with a self-propelled device, that derives motor power by fossil fuels, electricity, or other external sources of energy, except device moved by human power or used exclusively by human power or used exclusively upon stationary rails or tracks.

4.3.2.1. All personnel in a moving motor vehicle on the installation or in a moving GMV off base will use occupant protective devices (restraints, air bags, child safety seats, etc.) required by the Code of Federal Regulation, **Part 571**, *Federal Motor Vehicle Safety Standards*. All vehicles will be operated within existing speed limits on established roadways of the installation. Additional or unique requirements are included in this instruction. During off-base operation, all GMVs will be operated within legal speed limit established for the type of vehicle being operated, or the posted speed limit, whichever is more stringent.

4.3.3. Basic Laws.

4.3.3.1. All operators of motor vehicles or other conveyance will have a valid driver license and applicable motorcycle endorsement, if required, in their possession when operating a motor vehicle and will present their license to Security Forces upon request.

4.3.3.2. Unlawful use of a driver license in accordance with CVC 14610 is prohibited.

4.3.3.3. It is unlawful to operate a vehicle without a valid vehicle permit or state registration (CVC 4000a).

4.3.3.4. It is unlawful to operate a vehicle without proof of required vehicle insurance (CVC 16020a).

4.3.4. Speed Limitations.

4.3.4.1. Speed limits on base generally mirror the CVC. Those speed limits that are lower than the CVC have been established and posted under the state statutory authority of Division 11, "Rules of the Road", CVC 22358 and 22358.3. The basic speed law will be enforced per CVC 22350.

4.3.4.2. The speed limit on the installation is 30 MPH unless otherwise posted, or as stated herein.

4.3.4.3. The designated speed limits are:

4.3.4.3.1. Housing areas, 15 mph.

4.3.4.3.2. Roadways within the Dormitory (1300) area, 15 mph.

4.3.4.3.3. Parking areas, 10 mph, unless stipulated otherwise.

4.3.4.3.4. Troop formation or other pedestrian congested areas, 10 mph.

4.3.4.3.5. Approaching any installation access control point, 15 mph. **Note:** All inbound drivers must come to a complete stop at the gate unless otherwise directed by the entry controller.

4.3.5. Moving Violations.

4.3.5.1. Vehicle operators:

4.3.5.1.1. Will not back their vehicle into a traffic lane except when backing from a parking space or driveway. Must have unobstructed vision in all directions.

4.3.5.1.2. Will yield to all emergency vehicles utilizing emergency lights and/or siren per CVC 21806a, and yield to alert aircrew vehicles utilizing an emergency flashing warning light or device when the aircrew is responding to a Klaxon. Operators shall immediately drive to the right-hand edge or curb of the highway, clear of any intersection, and thereupon shall stop and remain stopped until the vehicle has passed. Operators should use hazard warning lights or flashers while stopped. It is unlawful for the operator of any motor vehicle to willingly refuse or fail to yield or stop when directed to do so through hand signals, voice, emergency lights, siren or any combination of these by Security Forces.

4.3.5.1.3. Will not leave their vehicle on the main traveled portion of the roadway or street when experiencing a mechanical failure.

- 4.3.5.1.4. Will be equipped with operational headlamps and taillamps on all vehicles, to include two and three-wheeled vehicles (CVC 24400).
- 4.3.5.1.5. Will use headlamps during darkness, or inclement weather, or both. Inclement weather, as defined in CVC 24400b, is a weather condition that either prevents a driver of a motor vehicle from clearly discerning a person or another motor vehicle on the highway from a distance of 1,000 feet or requires the windshield wipers to be in continuous use due to rain, mist, snow, fog, or other precipitation or atmospheric moisture.
- 4.3.5.1.6. Will not drive their vehicle with only the parking lamps lighted except when the lamps are being used as turn signal lamps (CVC 24800).
- 4.3.5.1.7. Dim headlamps and fog lamps (if applicable) to parking lamps when approaching within 50 feet of an installation entry control point during nighttime or inclement weather. **Exception:** Vehicles equipped with daytime running lights only.
- 4.3.5.1.8. Will not back into any slot of an angled parking area, cross park, or back over any lines that divide parking aisles. **Exception:** Emergency Vehicles.
- 4.3.5.1.9. Will not drive through or attempt to use any parking lots as a thoroughfare.
- 4.3.5.1.10. Will use seatbelts while operating a motor vehicle, and will ensure passengers utilize seatbelts (CVC 27315). All motorists entering the installation entry control point and observed not wearing seat belts will be informed of the requirement and directed to comply in lieu of issuing a DD Form 1408.
- 4.3.5.1.11. Will obey the direction of any traffic control device consisting of, but not limited to, lights, signs, signals, roadway and lane markings.
- 4.3.5.1.12. Will only execute a U-turn on any street or intersection on the installation in accordance with authorized U-turns as established in CVC 22100.5 – 22105.
- 4.3.5.1.13. Will not operate, or permit the operation of, any sound amplification system (e.g., car stereo) which can be heard outside the vehicle from 50 feet or more (CVC 27007) when the vehicle is being operated upon a highway as defined in CVC 360. Driving while producing excessive noise from a vehicle falls under the “Other Moving Violations (Involving Driver Behavior)” listed in DAFI 31-218(I), **Table 5.2** (point assessment) and this instruction. Motorists cited for violating this policy will be assessed three (3) points on their base driving record.
- 4.3.5.1.14. Will not modify the exhaust system of a motor vehicle in a manner which will amplify or increase the noise emitted by the vehicle so that it is not in compliance with the provisions of CVC 27150, or exceeds the motor vehicle and motorcycle noise limits established in CVC 27201 – 27207.
- 4.3.5.1.15. Will not drink an alcoholic beverage (CVC 23220) or possess an open container of alcoholic beverage (CVC 23222) in the vehicle. Container is defined as any bottle, can or other receptacle containing any alcoholic beverage that has been opened, or seal broken, or the contents of which have been partially removed. For this instruction, alcoholic beverages are defined as wine, liquor, spirits, beer, malt liquor, or other beverages generally considered as an intoxicant. For this instruction, “in the vehicle” is defined as the area where occupants of the vehicle have easy access (e.g.,

in a car or similar vehicle, the front or back seats, floor, glove box etc., in a truck, camper or recreational vehicle, the cab or operating area of the vehicle).

4.3.5.1.16. Will not allow passengers to ride in the back of a pick-up truck or a flatbed motor truck (CVC 23116). **Exception:** Operators of GMVs as the mission, security contingencies or the training environment dictates.

4.3.6. Overtaking and Passing on the Left (CVC 21750-21752).

4.3.6.1. Motor vehicle operators may only overtake and pass to the left of another motor vehicle, vehicle, bicycle or any device such as an e-scooter under the following conditions:

4.3.6.1.1. When the motor vehicle, vehicle, bicycle or device is proceeding in the same direction and only when able to do so safely, and at a safe distance without interfering with the safe operation of the overtaken or passed motor vehicle, vehicle, bicycle or device.

4.3.6.1.2. On a two-lane highway when it is clearly visible and free of oncoming traffic for a sufficient distance ahead to permit such overtaking and passing.

4.3.6.2. Motor vehicle operators will not overtake and pass to the left of another motor vehicle, vehicle, bicycle or device such as an e-scooter in the following conditions:

4.3.6.2.1. At the crest of a grade or a curve in the highway where the driver's view is obstructed as to create a hazard.

4.3.6.2.2. When approaching within 100 feet of or traversing any intersection. **Exception:** Persons operating a motor vehicle may overtake or pass any device such as an e-scooter that is approaching or going thru an intersection, as these devices are required to be ridden as close to the right-hand curb or right edge as possible, and in a bike lane when established.

4.3.7. Overtaking and Passing on the Right (CVC 21754-21755).

4.3.7.1. Motor vehicle operators may only overtake and pass to the right of another motor vehicle, vehicle or bicycle under the following conditions:

4.3.7.1.1. When the vehicle overtaken is making or about to make a left turn.

4.3.7.1.2. Upon a highway within a business or residential district with unobstructed pavement of sufficient width for two or more lines of moving vehicles in the direction.

4.3.7.1.3. Upon any highway outside of a business or residence district with unobstructed pavement of sufficient width and clearly marked for two or more lines of moving traffic in the direction of travel.

4.3.7.1.4. Upon a one-way street.

4.3.7.1.5. Upon a highway divided into two roadways where traffic is restricted to one direction on each roadway.

4.3.7.1.6. Only when able to do so safely. In no event shall movement be made by travelling off the paved or main traveled portion of the roadway. The provisions of this section shall not relieve the operator of a slow moving vehicle from the duty of driving as closely as practical to the right hand edge of the roadway.

4.3.8. Right-of-Way. In addition to the rules contained in the CVC, the following apply:

4.3.8.1. Troop formations have the right-of-way over all vehicular traffic.

4.3.8.2. Moving aircraft, whether towed or piloted, have the right-of-way over all vehicles. Refer to TRAVISAFBI 13-213, *Airfield Driving*, for further information.

4.3.9. Operation of Emergency Response Vehicles. The driver of an authorized emergency response vehicle, when responding to an emergency call, Klaxon or when in the pursuit of an actual or suspected violator of the law, or when responding to a security or fire alarm, may disregard traffic regulations governing traffic control devices, stopping and parking in accordance with the respective agency's emergency response guidelines. Emergency responders will not exceed 10 MPH over the posted speed limit on all roadways, to include the flightline.

4.3.10. Stopping for Reveille, Retreat. All personnel operating any vehicle or device shall stop and remain stopped when reveille or retreat is sounded. Operators are required to move clear of an intersection before stopping. Hazard warning lights or flashers should be used while stopped. Operators will not place their vehicle or device in motion until the last note has sounded. Emergency Responders are exempt from this requirement when on-duty and in a situation where the safety of the individual, public or mission would be jeopardized.

4.4. Parking.

4.4.1. Parking on base is authorized only where indicated by painted parking spaces, signs, metal plates attached to the curb or building or by proper markings. The 60th Civil Engineering Squadron is the only authorized agency to paint parking spaces and/or install signs. Enforcement for parking violations will be conducted by Security Forces only.

4.4.2. Non-Moving Violations.

4.4.2.1. General Rules for Stopping, Standing or Parking.

4.4.2.1.1. No person shall stop, stand or park in any of the following areas, except when in compliance with the law or directions from Security Forces or an official traffic control device:

4.4.2.1.1.1. In areas where parking is dangerous to those using the highway or road, or where the parking of vehicles would unduly interfere with the free movement of traffic thereon.

4.4.2.1.1.2. More than the restricted or limited parking time, as indicated by signs or markings.

4.4.2.1.1.3. In areas designated by white markings as non-parking areas.

4.4.2.1.1.4. At red-painted curbs (CVC 21458a). A vehicle may stop at a yellow curb only to load or unload (CVC 21458a2).

4.4.2.1.1.5. On streets or roads without curbs unless specifically designated as a parking area.

4.4.2.1.1.6. In spaces legally and officially designated as reserved parking unless the parking sign or markings are applicable to the operator.

- 4.4.2.1.1.7. Within 25 feet of an intersection or exit/entrance to a parking lot (automobiles).
- 4.4.2.1.1.8. Within 100 feet of an intersection or exit/entrance to a parking lot (vans, campers, trailers).
- 4.4.2.1.1.9. Within 15 feet of a fire hydrant (CVC 22514). Within 15 feet of the driveway entrance to any fire station (CVC 22500d).
- 4.4.2.1.1.10. In posted or marked fire lanes, or next to buildings in a manner which would delay or hinder fire-fighting apparatus.
- 4.4.2.1.1.11. In or near a crosswalk or adjacent to a traffic control device in such a manner that would obstruct a driver or pedestrian's view, and/or creates a safety hazard to pedestrians or vehicular traffic.
- 4.4.2.1.1.12. Straddle across designated parking spaces, or take up two or more spaces to park a single vehicle. Vehicles shall be parked between the painted lines of spaces marked by a painted white delineation line, or parked so as not to extend beyond that area necessary for the vehicle size.
- 4.4.2.1.1.13. On, in front of, or blocking private or public driveways, sidewalks, pedestrian crosswalks, or entrances/exit ways, or so near as to interfere or obstruct the view of other motorists.
- 4.4.2.1.1.14. On the side of the street facing oncoming traffic. Where parallel parking is authorized, vehicles will be parked in the same direction as the flow of traffic.
- 4.4.2.1.1.15. In any marked (i.e., diagonal or crosshatched stripe painted on the pavement) or posted prohibited parking area.
- 4.4.2.1.1.16. Off paved areas or any seeded or unimproved area anywhere on the installation, unless such areas have been specifically designated and properly marked for parking. **Exception:** Maintenance and emergency vehicles may be temporarily parked in these areas while performing official duties.
- 4.4.2.1.1.17. On perimeter road with any vehicle unless performing official duties. Personnel may drive, jog and ride bicycles on perimeter road providing they do not stop for any length of time.
- 4.4.2.1.2. No disabled vehicle will be parked or left unattended for more than eight (8) hours.
- 4.4.2.1.3. Vehicles parked in parking spaces, and lots reserved for base residents or used by patrons and/or employees of any establishment on base are considered illegally parked unless the driver received permission from any of the following personnel as they apply to the respective parking location: 60th Civil Engineer Squadron, Housing Office (60 CES/CEIH), base housing resident, Dorm Manager, Facility Manager, or the establishment's organizational leadership (i.e., Commander or First Sergeant).
- 4.4.2.1.4. Privately-owned boats, campers/shells, and recreation/utility/camping trailers will not be parked in any of the housing areas, dormitory areas, lodging areas, and parking lots nor will they be parked on streets. These vehicles may be parked in

the secure parking lot near Building 901, controlled by 60th Force Support Squadron, Outdoor Recreation located in Bldg. 863. **Exception:** Base Exchange (BX) vendors may park their trailers in the parking lot on the southwest side of Bldg. 648 adjacent to Ragsdale St. or any other location approved by the . AAFES will issue a permit or placard to the vendor, who will display it on the vehicle while it is parked on base. Integrated campers/trucks, that are no larger than one ton, from which the shell cannot be removed, and which are an individual's only form of transportation and do not have a parking spot, may be parked in the housing areas. Guests who are registered at billeting and staying in the Temporary Lodging Facility (TLF) may park U-hauls, boats, campers/shells, and recreation/utility/camping vehicles and trailers at designated lodging parking lots if they are staying at lodging. The Westwind Inn staff will issue a permit or placard to the guest, who will display it on the vehicle while it is parked on base. Parking in the excess parking slots designated for the is prohibited.

4.4.2.1.5. "For Sale" vehicles must be parked in the Privately Owned Vehicle Resale Lot on Hickam Avenue. "For Sale" recreational vehicles, trailers, water vehicles (i.e., boats, and jet skis) must be parked at the Privately Owned Vehicle Resale Lot near the corner of Ragsdale Street and Hickam Avenue. Permits for both lots are issued at the Auto Skills Center. **Exception:** When used for daily commute and parked at the owner's workplace or their residence.

4.4.2.1.6. Commercial buses will only park and operate from bus stops designated by the Installation Commander.

4.4.3. Reserved Parking.

4.4.3.1. Reserve parking spaces will be approved for no more than ten (10) percent of all available spaces for a particular facility or parking area except for handicap parking, which must comply with uniform federal and state accessibility standards.

4.4.3.2. Temporary signs, cones or stanchions may be used to reserve parking slots for visiting dignitaries or a special function. This equipment may be put in place the night prior to the visit to ensure the space is empty. They will be allowed to remain in place for the duration of the visit and must be removed immediately following the departure of the visiting dignitaries or completion of the function. Personnel requesting to use or reserve another organization's parking spaces must coordinate with the respective Facility Manager or senior leadership for authorization.

4.4.3.3. Group commanders can request an exception to the below limitations for their buildings based on mission impact. Submit a request to the . If approved, will forward request to 60 CES, who will install the signs.

4.4.3.4. The squadron commander of the requesting organization will determine the number of Visitor and GMV parking spaces required.

4.4.3.5. Permanent Distinguished Visitor or Very Important Person (VIP) spaces are not authorized anywhere on base. Organizations may sign out portable signs from the 60 AMW Protocol Office.

4.4.3.6. The David Grant Medial Center is authorized two (2) Chaplain parking spaces.

4.4.3.7. Emergency response vehicles are authorized to park in Decal 1 parking spaces. Two (2) such spots will be designated at the BX and Commissary for this purpose.

4.4.3.8. Reserved parking spaces are limited to GMVs, handicapped, carpool, visitors, Gold Star families, general officers, MAJCOM, Wing and Vice commanders, Group and Deputy commanders, two-letter designees, commanders, first sergeants, bicycles, motorcycles, and electric vehicle charging stations. Limited reserve parking spaces for Colonel, GS/GM-15, and Chief Master Sergeants may be established in large parking lots. Special reserved parking spaces (i.e., installation recognition award winners) at various customer-oriented locations on the installation may be temporary or permanently established upon review and approval by the TSCG.

4.4.3.9. Occupants of multiple-unit housing are assigned a parking space by building and apartment number for their exclusive use (example: 124-1).

4.4.3.10. Short-term storage facility: Very limited short-term parking is available for official and space-available travelers. This is a paid storage facility, monitored and managed by the 60th Force Support Squadron, Outdoor Recreation located at Bldg. 863.

4.4.3.11. The below guidelines outline who and/or what type of vehicle may park in the following reserved parking spaces, and are set forth in approving, disapproving and prioritizing reserve parking requests:

4.4.3.11.1. GMV Parking. These parking spaces are for official government vehicles used during duty and non-duty hours in direct support of the wing mission. An official government vehicle is defined as a vehicle owned or leased by the US Government that bears a military or federal government issued license plate for the purpose of conducting official business. GMV spaces are not assigned to a particular person or position.

4.4.3.11.1.1. Government vehicles assigned to OSI, 60th Security Forces Squadron, Office of Investigations (60 SFS/S2), law enforcement agencies and protective services operations may bear other than military or federal government issued license plates for official purposes, and are authorized to park in a GMV space.

4.4.3.11.2. Handicap and Disabled Parking. The only vehicles authorized to park in these areas are those displaying official handicapped/disabled parking permits, plates or decals. Handicapped or disabled person(s) must be operating such vehicles or be in the company of the driver at the time he/she parks in the space. These parking spaces are not assigned to any person or position.

4.4.3.11.3. Gold Star Family Parking. The only vehicles authorized to park in these areas are vehicles containing an occupant that is a Gold Star family member. Pass and Registration issues these members DBIDS cards that identify them as Gold Star Family Members.

4.4.3.11.4. Visitor Parking. These spaces are for public service facilities and will be located as close to the building entrance/exit as possible. Employees will not park their vehicles in designated visitor parking. The definition of visitors is those personnel who are not assigned or attached to that organization. Visitor parking may have imposed

- time restrictions (e.g., 15 minutes, 1 hour) and it is assumed that any space marked with a time limit is a visitor parking spot.
- 4.4.3.11.5. General Officer Parking. Spaces reserved for any general officer are not assigned to any person or position.
- 4.4.3.11.6. Commander Parking. Spaces reserved for military or civilian equivalent individuals who hold the position of wing or task force commander. These individuals consist of the following: 60th Air Mobility Wing Commander (60 AMW/CC), 621 Contingency Response Wing Commander (621 CRW/CC) and 349th Air Mobility Wing Commander (349 AMW/CC). The wing or task force commander may designate reserve parking spaces for key members of their immediate staff (e.g., executive officers, Command Chief Master Sergeants, protocol sponsored distinguished visitors).
- 4.4.3.11.7. Two-Letter Designation Parking. Spaces assigned to those military or civilian equivalent individuals who hold the position of unit commander, who possess a duty symbol consisting of no more than two letters.
- 4.4.3.11.8. Colonel, GS-15, and CMSgt Parking. A designated parking area for active duty, reservist and guard personnel, to include their spouses, within these pay grades. These spaces may be established in large parking lots and must be kept to a minimum; and are not assigned to a particular person or position or based on personnel strength. These spaces are first come first served.
- 4.4.3.11.9. Group/squadron/detachment commanders isolated from other units on base with separate and adequate parking spaces around their building may designate slots to their immediate staff (e.g., executive officer, manager, and first sergeant). These slots are assigned to a position, not a particular person.
- 4.4.3.11.10. First Sergeant Parking. Parking for designated unit first sergeants.
- 4.4.3.11.11. Decal 1 Parking. Parking for alert aircrew and Emergency Responder (e.g., Security Forces, Fire Department, ambulance) GMVs only.
- 4.4.3.11.12. Bicycle and Motorcycle Parking. Public service buildings should provide a zone where several bicycles and motorcycles can be parked. Public parking areas should also provide this type of parking availability. Motorcycles are required to park in designated parking areas or a reserved spot for motorcycles only. Parking in the diagonal or crosshatched striped areas adjacent to parking stalls is prohibited. Reserve signs for bicycles and motorcycle parking will only be installed for a demonstrated need or if the space in question will accommodate bicycles and/or motorcycles but not full sized vehicles.
- 4.4.3.11.13. Electric Vehicle Parking. Government, private and public service buildings may provide a zone for electric vehicle charging stations. When established, the area will be marked in accordance with the California Manual of Uniform Traffic Control Devices, and reserved for the exclusive purposes of parking and charging an electric vehicle that is connected for charging purposes. Violators may be cited for illegally parking if the vehicle is not connected to the station for charging, and towed, if necessary, in accordance with [Chapter 6](#) of this instruction.
- 4.4.3.12. Processing reserved parking requests.

4.4.3.12.1. Requests for reserved parking are coordinated through the Facility Manager for approval/recommendation by the commander. For the purposes of this procedure, the commander is the unit commander or for facilities occupied by more than one unit, the senior officer exercising control over the facility.

4.4.3.12.2. Except for required disabled parking and accessibility spots as required under federal or state law, unit commanders may approve or disapprove all reserved parking requests for their facility in accordance with [paragraph 4.4.3.1](#). The Facility Manager for each facility is responsible for maintaining a listing of reserved parking slots. Any proposed changes to a facility's reserved parking plan must be agreed upon by all unit commanders who occupy the facility and incorporated into the consolidated parking plan for that facility.

4.4.3.12.3. The Facility Manager will evaluate each request and complete a service request in TRIRIGA, the Civil Engineer work management system, if the request is approved by the unit commander.

4.4.3.12.4. All Facility Manager reserve parking requests, to include business facilities that do not operate in conjunction with a designated squadron (i.e., AAFES, Commissary, Armed Forces Bank and Travis Credit Union), will coordinate the request through the TSCG for approval.

4.5. Speed Measuring Devices.

4.5.1. When used in a manner prescribed by the manufacturer and DAFI 31-218(I), the use of radar, lidar, electronic or mechanical traffic measurement devices by Security Forces is authorized on all roadways, as applicable by this instruction or CVC. All traffic measuring devices will comply with rules and regulations regarding their use.

4.5.2. Certification. Operators will certify every three years or more frequently when required by the state or governing jurisdiction. Certification will be documented on the AF Form 797, *Job Qualification Standard (JQS)* in the Air Force Training Record.

4.6. Traffic Accident Investigation.

4.6.1. Security Forces will complete an accident investigation for any major vehicle accident on the installation. At minimum, Security Forces patrolmen will complete an AF Form 1315, *Accident Report*, and accident narrative. Generally, photographs, field sketch, measurement page and scale diagram (if death or serious bodily harm) will accompany the report if the accident is investigated by a trained accident investigator.

4.6.2. 60 SFS/S5R is the office responsible for providing accident data to agencies authorized to receive that data as defined by the Commander, 60 Security Forces (60 SFS/CC).

4.6.3. A major accident is any vehicle accident involving the following: fatality, non-incapacitating or incapacitating injury, or possible injury, property damage (either government or private property) that exceeds \$10,000.00, or disabling damage, wherein the vehicle cannot be driven from scene after simple repairs (i.e., changing tire), and without further damage or hazard to itself or the driver.

4.6.4. A minor accident is any vehicle accident in which there are no injuries or property damage exceeding \$10,000.00.

4.6.5. Injury is defined as any of the following caused or aggravated by a motor vehicle accident regardless of whether medical attention is sought:

4.6.5.1. Fatal. One that results in death within 12 months of the accident causing the injury.

4.6.5.2. Incapacitating injury. Injury that prevents the injured person from walking, driving, or normally continue activities that he/she could perform before the accident.

4.6.5.3. Non-Incapacitating injury. Visible injury that is evident to any person on scene such as broken or distorted limbs, bruises, contusions, abrasions or lacerations.

4.6.5.4. Possible injury. Complaint of pain or injuries that are not evident, limping, nausea or hysteria.

4.7. Traffic Accident Investigation Reporting.

4.7.1. Accident. A vehicle accident is defined as a motor vehicle, or self-propelled device, or human-propelled device, that is in motion and struck another vehicle, device, object, and/or person on a highway, road, street, or off the paved surface, and caused damage or injury.

4.7.1.1. Minor Accident. Vehicle operators involved in an on-base minor motor vehicle accident will report the accident to Security Forces within three (3) days of the accident.

4.7.1.1.1. Active duty personnel will report off-base motor vehicle accidents to Security Forces immediately if the accident involves severe injuries to military personnel or damage to military property.

4.7.1.1.2. Vehicle operators involved in a motor vehicle accident resulting in only property damage must locate and notify the owner of the property and furnish all pertinent information (CVC 20002).

4.7.1.1.3. Drivers operating a GMV who are involved in a motor vehicle accident, regardless of whether it occurred on or off base, must report the accident to their squadron Vehicle Control Officer (VCO) or Vehicle Control Non-Commissioned Officer (VCNCO) and/or the 60th Logistics Readiness Squadron, Fleet Management (60 LRS/LGRV) within 24 hours. On-base motor vehicle accidents require Security Forces notification immediately.

4.7.1.1.4. If the parties involved report the motor vehicle accident immediately, Security Forces will determine whether a patrol response is warranted based on the severity of the accident and authorize the vehicle(s) to remain in place or be moved by the driver(s). Minor motor vehicle accidents are not investigated by Security Forces and the parties involved will normally be instructed to drive their vehicles to the ECC to accomplish a minor vehicle accident worksheet, have the vehicle damage verified and exchange driver/insurance information.

4.7.1.2. Major Accident. Vehicle operators involved in an on-base major motor vehicle accident will report the accident to Security Forces immediately. Operators will not move their vehicles until authorized by Security Forces, except in a situation where the position of the vehicle(s) may endanger other motorists and/or create a safety hazard.

4.7.2. Security Forces responding to on-base motor vehicle accidents will accomplish the following:

4.7.2.1. Render first aid and arrange for medical assistance, as needed.

4.7.2.2. Protect personal property.

4.7.2.3. Normalize traffic.

4.7.2.4. Identify witnesses and personnel involved.

4.7.2.5. Conduct a formal investigation.

4.7.3. Operators involved in any motor vehicle accident resulting in injury to any person shall immediately stop the vehicle at the scene of the accident, render first aid and provide the other driver with all pertinent information (CVC 20001 and CVC 20003).

4.8. Traffic Violation Reports.

4.8.1. Anyone operating a motor vehicle, vehicle, bicycle or device on a public street or highway that violates a provision of this instruction regarding the operation of a motor vehicle or any provision of the California Vehicle Code (CVC) has committed a moving violation. Except as otherwise set forth herein, DD Form 1408, DD Form 1805, AFJIS incident report, AF Form 3545, *Incident Report*, or AF Form 1315, *Accident Report*, are authorized methods of documenting and/or enforcing the requirements of this instruction based on the jurisdictional location of the offense and discretion of the Security Forces patrolmen. Personnel from other installations will be identified and their infraction forwarded to the appropriate agency for action. Reports and Analysis is responsible for distribution of information concerning infractions.

4.8.2. A DD Form 1408 will be completed, as appropriate, on all active duty personnel, cadets/mid-shipmen of the military academies to include the Coast Guard academy, reservist and guardsmen on active duty orders or performing inactive duty training including commuting to and from training under Title 10 of the United States Code. Issue a DD Form 1408 to civilian personnel in proprietary jurisdiction, civilian personnel operating a GMV and juvenile traffic offenders. The DD Form 1408 will be forwarded to the appropriate military commander or equivalent civilian director/manager for action. Juvenile offenders will be processed through the 60th Air Mobility Wing, Staff Judge Advocate (60 AMW/SJA) for referral to civilian juvenile court. Reports and Analysis will determine, thru coordination with SJA, on whether the juvenile's infraction warrants a hearing in accordance with TRAVISAFBI 31-106, *Travis Disciplinary Action Program*.

4.8.3. Command Action. 60 SFS/S5R will request command action by emailing a copy of the DD Form 1408 to the violator's first sergeant, unit or section commander, or agency director/manager (if civilian employee). First Sergeants or other personnel may complete the administrative process of the action; however, the ticket must be signed by either the section or unit commander, or equivalent civilian director/manager. The action taken will be annotated on the reverse side of the white copy and returned to Reports and Analysis within fourteen (14) calendar days of receipt of the ticket. 60 SFS/S5R will update the points and command action in AFJIS, and dispose of the ticket in accordance with the Air Force Records Information Management System (AFRIMS) Record Disposition Schedule (RDS).

4.8.4. Reports and Analysis will not assess any points against an individual's base driving record if they are acquitted or have their citation dismissed by 60 MSG/CD or Federal Magistrate Court.

4.8.5. Federal Magistrate Court Procedures.

4.8.5.1. A DD Form 1805 will be issued in exclusive and concurrent jurisdiction for traffic violations and criminal offenses. **Exception:** The DD Form 1805 may be issued in any on-base jurisdiction, to include proprietary, upon coordination with SJA for specific criminal offenses such as military identification card fraud offenses, trespassing, possession, sale or distribution of controlled substances, theft or damage to government property. The DD Form 1805 may be issued to DoD civilian employees, military retirees, adult military family members, base affiliated and non-affiliated civilians. The DD Form 1805 will not be issued to active duty military, juveniles under 18 years of age, reservist and guardsmen on active duty orders or performing inactive duty training including commuting to and from training in federal service under Title 10 of the USC, and civilian employees operating a GMV. Violators cited with a DD Form 1805 will be notified of the court date, time and location by the Central Violations Bureau.

4.8.5.2. Violators receiving a DD Form 1805 are given the option of forfeiting collateral by paying a fine for the violation or attending court for rebuttal. More serious violations require a mandatory court appearance. All defendants have the option to appear and contest any citation. If the defendant wishes to plead guilty and pay the fine amount identified on the DD Form 1805 rather than appear in court, he/she will pay the fine on the Central Violations Bureau website or mail a check or money order to the Central Violations Bureau (CVB). The defendant will be mailed a Notice to Appear for all offenses requiring a mandatory court appearance or delinquent paid fines. These cases are referred to the Federal Magistrate Court by CVB, and will be handled in that system for any fines and/or penalties.

4.8.5.3. When a violator is cited with a DD Form 1805 for the offenses listed in **Table 5.1** of this instruction, 60 SFS/S5R will immediately suspend the violator's on base driving privileges. If acquitted in court, violators may request restoration of driving privileges in accordance with **paragraph 2.9** of this instruction. 60 SFS/S5R will apply the applicable point assessment to the violator's on-base driving record after receiving the case disposition from the CVB that the violator either paid the fine or was convicted of the traffic offense in court.

4.8.5.4. If an individual is notified to appear before the Magistrate and fails to appear, the Magistrate orders a bench warrant to be issued for the defendant's arrest after a finding of probable cause exists that the offense occurred. The warrant is forwarded to the United States Marshal for service upon the defendant. Once the case has been referred to the Magistrate it is out of military jurisdiction.

4.8.6. Violation Appeal Procedures. Any individual receiving a DD Form 1408 who believes they have been unfairly or unlawfully cited may submit a rebuttal to contest the citation. The violator must report to 60 SFS/S5R within five (5) days of receiving the ticket to notify 60 SFS/S5R of the intention to submit a rebuttal. 60 SFS/S5R will serve the violator a notice informing them their opportunity to submit a rebuttal will be forfeited if the rebuttal letter is not received by the suspense date.

4.8.6.1. Rebuttal letters must be received by 60 SFS/S5R within fourteen (14) calendar days from the date the violator received the ticket or was notified by their supervisor, first sergeant or commander that they received the white (action) copy of the DD Form 1408.

4.8.6.2. The violator must submit a typed written rebuttal letter (memorandum format) to 60 MSG/CD, through 60 SFS/CC, Attention: 60 SFS/S5R, 510 Airlift Drive, Building 380A, Suite 206, Travis AFB, CA 94535. The violator must obtain signature endorsement on the rebuttal letter from their first sergeant and unit commander prior to submitting the letter for coordination to 60 MSG/CD. The letter must outline the nature of rebuttal, facts and circumstances surrounding issuance of the ticket.

4.8.6.3. 60 SFS/S5R will provide 60 MSG/CD with a copy of the ticket, the rebuttal letter and counter-rebuttal statement (memorandum format) from the issuing Security Forces patrolman.

4.8.6.4. 60 MSG/CD will provide 60 SFS/S5R with a rebuttal decision letter regarding whether the citation was upheld, points were assessed, and suspension (if applicable) upheld. 60 SFS/S5R will annotate the disposition in AFJIS, and obtain command action if the ticket is upheld.

4.9. Traffic Complaint Procedures.

4.9.1. Security Forces will not cite drivers who receive a traffic complaint involving a moving violation unless the traffic offense is committed in their presence. The complaint will be recorded in the SF Blotter and the complainant and driver's first sergeant or civilian supervisor will be notified of the complaint. Security Forces may cite drivers who receive a traffic complaint involving a parking violation if the vehicle is still illegally parked when the patrol arrives on-scene.

4.9.2. Personnel requesting to make a traffic complaint regarding a moving violation should attempt to identify the vehicle license plate number and issuing state, and the driver's physical characteristics. The complainant should contact Security Forces with this information first, and then proceed to the ECC to complete a written statement. A traffic complaint will not be processed without a written statement. This statement serves as the legal basis to lawfully pursue the registered owner and vehicle information through the California Law Enforcement Telecommunications System (CLETS). The complainant will not be provided with the registered owner's information, as this is a violation of California Penal Codes 11142 and 13303. Traffic complaints involving parking violations, where the driver is still illegally parked when the patrol arrives on-scene, do not require a statement from the complainant.

4.9.3. Once the registered owner is identified by CLETS and cross-referenced against the base civilian and military alpha rosters and/or AFJIS, Security Forces will attempt to locate the registered owner and verify if he/she was operating the vehicle at the time of the complaint. If the suspected traffic offender is identified, Security Forces will request the driver provide a written statement as to whether they committed the traffic offense; and forward the complainant and driver's information and statements to the respective first sergeant or DoD civilian supervisor for action.

4.9.4. Security Forces will investigate traffic complaints that involve significant traffic violations such a DUI, reckless driving or "Road Rage," and cite, or apprehend and process accordingly if sufficient probable cause is established.

Chapter 5

DRIVING RECORDS AND THE TRAFFIC POINT SYSTEM

5.1. Driving Records. AFJIS will be used to record vehicle traffic accidents, moving and non-moving violations, and suspension or revocation actions for drivers on the installation.

5.1.1. Principal individuals involved in motor vehicle accidents will be identified as “Driver 1” subject or “Driver 2” victim.

5.1.2. Accidents will be identified appropriately as: “MVA” minor vehicle accident; “MJVA” major vehicle accident; “NLD” no liability determined; “PD” property damage; “PI” personal injury; “G” government; “P” private; “V” vehicle; and “FO” fixed object.

Table 5.1. Suspension/Revocation of Driving Privileges (See Notes 1 and 2).

<p>Assessment: 1. Two-year revocation is mandatory on determination of facts by installation commander.</p> <p>Violation: Driving while driver’s license or installation driving privileges are under suspension or revocation.</p>
<p>Assessment: 2. One-year revocation is mandatory on determination of facts by installation commander.</p> <p>Violation: Refusal to submit to or failure to complete chemical tests (implied consent).</p>
<p>Assessment: 3. One-year revocation is mandatory on determination of facts by installation commander.</p> <p>Violation:</p> <ol style="list-style-type: none"> 1. Conviction for vehicular manslaughter or negligent homicide by vehicle. 2. Convicted of driving or in physical control of a motor vehicle while under the influence of intoxicating liquor where the Breath Alcohol Content (BrAC) or Blood Alcohol Content (BAC) is 0.08 percent by volume or higher. 3. Driving a motor vehicle while under the influence of any narcotic or while under the influence of any other drug (including alcohol) to the degree rendered incapable of safe vehicle operation. 4. Operating a vehicle, while under 21 years of age, with a BrAC or BAC of .01 % or higher. 5. Fleeing the scene of an accident involving death or personal injury (hit and run). 6. Operating vehicle without a valid driver license (not issued or expired). 7. Operating vehicle without insurance or expired insurance. 8. Accumulation of 18 points within 24 months.
<p>Assessment: 4. Suspension for a period of six months or less or revocation for a period not to exceed one year is discretionary.</p> <p>Violation:</p> <ol style="list-style-type: none"> 1. Conviction of Driving While Impaired (DWI) where the Breath Alcohol Content (BrAC) or Blood Alcohol Content (BAC) is at least 0.05 percent and less than 0.08 percent by volume. 2. Accumulation of 12 points within 12 months.
<p>NOTES:</p> <ol style="list-style-type: none"> 1. When imposing a suspension or revocation because of an off-installation offense, the effective date should be the same as the date of civil conviction, or the date that the state or host nation driving privileges are suspended or revoked. This effective date can be retroactive.

2. No points are assessed for revocation or suspension actions. Except for implied consent violations, revocations must be based on a conviction by a civilian court or courts-martial, non-judicial punishment under UCMJ, Article 15, or a separate hearing as addressed in this instruction. Revocations for implied consent violations will be combined with the one year intoxicated driving suspension/revocation, and run consecutively (total of 24 months).

5.2. Point System Application. The DD Form 1408, DD Form 1805 and AFJIS AF Form 3545 serve as a basis for determining point assessment. Personnel assigned to 60 SFS, Reports and Analysis, are delegated the authority to assess traffic points on all personnel. The number of points assessed will be recorded on the operator's installation driving record along with suspensions or revocations.

5.2.1. The below offenses will result in point assessments against the violator's base driving record and suspension of base driving privileges when appropriate in accordance with DAFI 31-218(I), Tables 5.1 and 5.2, and this instruction. When two or more violations are committed on a single occasion, points may be assessed for each violation.

Table 5.2. Point Assessment for Moving Violations.

VIOLATION	POINTS
Driving with defective equipment (headlights, mirrors, etc.), when required, for a motorcycle, motorized moped, motorized or electrical bicycle, motorized or electrical scooter or hoverboard.	03
Rider failing to wear appropriate personal protective equipment (helmet, eye protection, clothing, foot protection), when required, for a motorcycle, motorized moped, motorized and electrical bicycle, motorized and electrical scooter or hoverboard, all-terrain vehicle and three-wheeled vehicle.	03
Failure to wear seatbelt or use child safety seat/booster seat. See note #1.	02
Wearing headphones, earphones or a listening device while driving or operating a personal transportation device.	03
Operating vehicle while physically impaired. See note #3.	06
Fleeing/attempting to elude Security Forces or police officer. See note #3.	06
Reckless operation of a vehicle (as described in Article 113, UCMJ). See note #3.	06
Fleeing the scene (property damage). See note #3.	06
Speed contest.	06
Speed too fast for conditions.	02
Speed too slow/impeding traffic.	02
Speed 1-10.	03
Speed 11-15.	04
Speed 16-20.	05
Speed over 20.	06
Following too close.	04
Failure to yield to emergency vehicle.	04
Failure to stop for school bus.	04
Failure to stop for school sign.	04
Failure to obey traffic control device (lights, signs, signals, roadway/lane markings).	04

Failure to obey traffic instructions/directions of Security Forces.	04
Improper passing.	04
Failure to yield to pedestrians in designated walkway/crosswalk. See note #2.	03
Improper turning.	03
Improper over taking.	03
Operating unsafe motor vehicle or motor vehicle with defective equipment.	02
Operating a motor vehicle while holding and operating a hand-held electronic device.	03
Driver involved in accident is deemed responsible for accident via citation or report.	01
Operating radar or laser detection device to indicate the presence of speed recording instruments or to transmit simulated erroneous speed. See note #2.	03
Other Moving Violations Involving Motor Vehicle/Vehicle/Device Operator Behavior – not inclusive). (Inattentive operation-causing accident, excessive noise emitting from motor vehicle, drinking from or in possession of an open container of alcohol, operating a motor vehicle, vehicle or device in violation of license restrictions, learners permit requirements, roadway restrictions or operational requirements, etc.)	03
NOTES:	
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), etc. Assess 4 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. Requires apprehension/detention and completion of AFJIS Incident Report.	

Table 5.3. Point Assessment for Non-Moving Violations.

VIOLATION	POINTS
Unattended child under 10 years of age left in vehicle. Animals are included if a danger exists to the animal. See note #5.	06
Invalid registration (expired or unregistered).	02
Improper parking. See note #4.	02
Illegally parked in designated handicap/disabled parking area (no decal, license or placard displayed).	03
Misuse of handicap/disabled parking decal. See note #3.	03
Unattended vehicle (while running).	03
Abandoned vehicle.	03
Improper registration (fraudulent tags)	04
NOTES:	
1. Traffic citation, point assessments and/or suspensions (if applicable) will be transferred from the person cited to another person in the following circumstances: (a) The cited registered owner of the vehicle provides proof to 60 SFS/S5R that vehicle ownership was transferred, or the new owner confirms ownership of the vehicle to 60 SFS/S5R. (b) The cited registered owner of a vehicle informs 60 SFS/S5R that they weren't operating the vehicle when the violation occurred, and the actual driver confirms this with 60 SFS/S5R or proof is determined by another means.	
2. When a vehicle has a handicap or disabled decal, license or placard displayed, but the occupant is not the decal, license or placard registrant and is not dropping off or picking up the	

handicapped or disabled registrant. Also includes parking in an area designated for “Van” access only, and handicap or disabled registrant has parked another vehicle class instead.

3. As designated in Chapter 4 of this instruction and CVC 22500-22526.
4. If an AFJIS incident report is also accomplished, revocation of driving privileges for one year will be considered by 60 AMW/CV, 60 MSG/CC or 60 MSG/CD. 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.
5. Emergency vehicles are authorized to park in any area deemed necessary to affect response.

Figure A5.1. Personal Transportation Devices (refer to Para 4.2.4. – 4.2.6.), Part 1.

OPERATOR					RESTRICTIONS	
Device	Minimum Age Requirement	Driver License or Permit Required	Device Lighting Equipment Required	Max Posted Speed Limit	Roadway Access	Prohibited Actions

Figure A5.2. Personal Transportation Devices (refer to Para 4.2.4. – 4.2.6.), Part 2.



<p>e-Scooter</p> 	<p>16</p>	<p>YES</p>	<p>During hours of darkness</p>	<p>30</p>	<p>All roadways with a 30 MPH or below speed limit except Travis Avenue, Perimeter Road, Flightline and Inner Perimeter Road (see para 4.2.4.6.2., 4.2.4.6.3. and 4.2.4.6.5.)</p>	<p>Left turns, lane changing; passing; riding on crosswalks/ sidewalks; riding against flow of traffic; wear/use portable listening devices (see para 4.2.4. -4.2.4.6.7.3.)</p>
<p>e-Board (motorized or electrical hoverboard or electrical skateboard)</p> 	<p>16</p>	<p>NO</p>	<p>During hours of darkness, or rider must wear equipment</p>	<p>30</p>	<p>Will only be operated in Class I, II, IV marked bike lanes or bikeways where the speed limit is 30 MPH or below; prohibited from being operated on Travis Avenue (see para 4.2.4.6.2., 4.2.4.6.4. and 4.2.4.6.5.)</p>	<p>Left turns; lane changing; passing; riding on crosswalks/ sidewalks; riding against flow of traffic; wear/use portable listening devices (see para 4.2.4. -4.2.4.6.7.3.)</p>
<p>Class 1 e-Bike <i>Low-Speed Pedal Assist</i> (Motor provides assistance only when the rider is pedaling up to 20 mph)</p>	<p>NO</p>	<p>NO</p>	<p>During hours of darkness</p>	<p>NO</p>	<p>All</p>	<p>Wear/use portable listening devices</p>
<p>Class 2 e-Bike <i>Low-Speed Throttle Assist</i> (Motor may be used exclusively to propel the bicycle up to 20 mph)</p>	<p>NO</p>	<p>NO</p>	<p>During hours of darkness</p>	<p>NO</p>	<p>All</p>	<p>Wear/use portable listening devices</p>

Figure A5.3. Personal Transportation Devices (refer to Para 4.2.4. – 4.2.6.), Part 3.

<p>Class 3 e-Bike <i>Speed Pedal Assist</i> (Motor provides assistance only when the rider is pedaling up to 28 mph)</p>	16	NO	During hours of darkness	NO	All	Riding on crosswalks/ sidewalks/bike paths/trails/ bikeways; wear/use portable listening devices (see para 4.2.5.6.1.)
<p>Non-Powered Personal Transportation Devices (i.e., skateboard, roller skates and kick-scooters)</p>	NO	NO	NO	NO	None except for incidental access in Base Housing; skatepark is only authorized place for ramps/jumps (see para 4.2.6.5.)	Riding on sidewalks or walkways in vicinity of schools, GOV buildings and businesses, and parking lots; wear/use portable listening devices (see para 4.2.6.4.)

Chapter 6

IMPOUNDING PRIVATELY OWNED VEHICLES

6.1. General Considerations.

6.1.1. 60 SFS/S2 has primary responsibility of managing abandoned and impounded vehicles.

6.1.2. Abandoned vehicles and unclaimed property will be disposed of by 60 SFS/S2 and/or towing companies per Title 10 USC§ 2575, *Disposition of Unclaimed Property*, and DoD Manual 4160.21-M, *Defense Material Disposition: Disposal Guidance and Procedures*, DAFI 31-218(I), TRAVISAFBI 31-104, *Lost, Abandoned, or Acquired Property*, California Vehicle Code and state law.

6.1.3. 60 SFS/S2 and towing companies will conform to the federally mandated unclaimed vehicle and unclaimed property retention periods identified in regulations in [paragraph 6.1.2](#)

6.1.4. Regarding civilians, military retirees and inactive service members, if the required retention period has been met, and the owner/lien holder has not made arrangements or fails to reclaim their vehicle or personal property contained in it, 60 SFS/S2 or the towing company (depending on who maintained storage and accountability of the vehicle and personal property) will dispose of the vehicle. Additionally, the owner/lien holder will be solely responsible for remittance of all tow, storage, and disposal fees they incur.

6.1.4.1. 60 SFS/S2 and towing companies may not dispose of, foreclose or enforce any lien of any vehicle, or the property contained within it, that belongs to a service member during any period of military service; and for 90 days thereafter without the service member's consent or a court order. This applies to active duty, reservists and guardsmen on active duty orders or performing inactive duty training including commuting to and from training in federal service under Title 10 of the USC.

6.1.4.2. Military service is defined as the period beginning on the date on which a service member enters military service and ending on the date on which the service member is released from military service or dies while in military service.

6.1.5. The Air Force is not liable for any vehicle damages incurred as the result of being impounded by 60 SFS and towed by 60 LRS or a civilian towing company.

6.1.6. When towed, privately owned and commercial vehicles belonging to active duty, reserve and guard members will be stored in the 60 SFS/S2 Impound Lot if space permits. All other vehicles that belong to civilians, military retirees and inactive service members may be towed and stored in the 60 SFS/S2 Impound Lot if space permits, or towed and stored to at the towing company's storage lot if agreed upon by the respective towing company.

6.2. Standards for Impoundment.

6.2.1. The basic decision to be made for each potential impoundment is whether impoundment is necessary and lawful per DAFI 31-218(I) and the assimilated provisions of the California Vehicle Code (CVC). The impoundment of a vehicle is inappropriate if other reasonable alternatives exist. When possible, attempt to locate the owner of the vehicle and have the vehicle removed. If reasonably feasible, allow another responsible person to drive or tow the

vehicle, if they first have permission from the owner, operator, or person empowered to control the vehicle. In such cases, Security Forces is not responsible for safeguarding the vehicle.

6.2.2. The impounding of a vehicle is authorized at the direction of 60 AMW/CC, 60 AMW/CV, 60 MSG/CC, 60 MSG/CD or 60 SFS/CC, or justified when any of the following conditions exist in accordance with DAFI 31-218(I), Chapter 6-2, CVC 22651 and this instruction:

6.2.2.1. The vehicle is illegally parked:

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

6.2.2.1.2. 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 public.

6.2.2.1.3. In a restricted, controlled or off-limits area to include but not limited to areas cordoned off to implement 25 meter stand-off during increased Force Protection Conditions.

6.2.2.1.4. When blocking an emergency exit door of any public place.

6.2.2.1.5. In a “tow-away” zone that is so marked with signs.

6.2.2.2. The vehicle interferes with or is involved in one of the following:

6.2.2.2.1. Street cleaning or snow removal operations after attempts to contact the owner fail.

6.2.2.2.2. Emergency operations during a natural disaster, fire, or other emergency.

6.2.2.2.3. The vehicle was used in a crime or contains evidence of criminal activity.

6.2.2.2.4. The owner or person in charge of the vehicle is apprehended and therefore unable (or unwilling) to arrange removal of the vehicle.

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

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

6.2.2.2.7. The vehicle displays an expired registration of more than 6 months.

6.2.2.2.8. The vehicle threatens public safety or convenience.

6.2.2.2.9. The vehicle is stolen or abandoned.

6.3. Abandoned Vehicles.

6.3.1. Vehicles that appear to be abandoned will be issued a DD Form 2504, *Abandoned Vehicle Notice*. The vehicle is only subject to towing three duty days after the form is placed on the vehicle in a conspicuous location.

6.3.2. Vehicles may be considered abandoned when the following conditions exist:

6.3.2.1. The vehicle has been parked or left standing in the same location for at least three consecutive days, and is also in violation of a traffic offense identified in this instruction or CVC that warrants towing IAW CVC 22651 if the vehicle is not removed. Tires will be chalked to substantiate this violation.

6.3.2.2. There are no signs the vehicle has been moved for an extensive period.

6.3.2.3. The vehicle appears to not be roadworthy. Examples of non-moving or non-road worthy vehicles include, but are not limited to:

6.3.2.3.1. Flat tires.

6.3.2.3.2. Uncovered broken windows.

6.3.2.3.3. Excessive accumulation of dirt.

6.3.2.3.4. Mechanical or restoration work in progress.

6.3.3. Abandoned vehicles may be towed within three days of notice if the owner does not remove the vehicle or does not resolve the issues that led to the issuance of a DD Form 2504.

DEREK M. SALMI, Colonel, USAF
Commander, 60th Air Mobility Wing

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

Title 5 United States Code (USC) § 552a, *The Privacy Act of 1974*

Title 10, USC § 2575, *Disposition of Unclaimed Property*

Title 10 USC § 8013, *Secretary of the Air Force*

Title 18 USC § 922 note, *Brady Handgun Violence Prevention Act*

Title 18 USC § 922(d)(9), *Unlawful Acts (Lautenberg Amendment)*

Title 28 USC § 534 note, *Uniform Federal Crime Reporting Act*

Title 42 USC § 10601 et seq, *Crime Victims Fund*

Code of Federal Regulation, *Part 571, Federal Motor Vehicle Safety Standards*

Executive Order 9397, *Numbering System for Federal Accounts Relating to Individual Persons*

DoDD 5525.4, *Enforcement of State Traffic Laws on DoD Installations*, 2 November 1981

DoDI 6055.04, *DoD Motor Vehicle Traffic Safety*, 27 August 2021

DoDI 7730.47, *Defense Incident-Based Reporting System (DIBRS)*, 23 Jan 14

DoDM 4160.21M, *Defense Material Disposition: Disposal Guidance and Procedures*, 22 October 2015

DoDM 4500.36, *Acquisition, Management, and Use of DoD Non-Tactical Vehicles*, 17 July 2015

AFI 24-301, *Ground Transportation*, 21 October 2019

AFI 31-101 (FOUO), *Integrated Defense*, 25 March 2020

AFI 31-115, *Law and Order Operations*, 18 August 2020

AFI 31-218(I), *Motor Vehicle Traffic Supervision*, 22 May 2006

AFI 44-121, *Alcohol and Drug Abuse Prevention and Treatment (ADAPT) Program*, 17 July 2018

AFI 91-207, *The USAF Traffic Safety Program*, 25 July 2019

TRAVISAFBI 13-213, *Airfield Driving*, 4 November 2014

TRAVISAFBI 31-104, *Lost, Abandoned, or Acquired Property*, 28 December 2017

TRAVISAFBI 31-106, *Travis Disciplinary Action Program*, 31 May 2017

60 AMW Plan 31-1, *Force Protection Plan*, 15 November 2020

Prescribed Forms

AF Form 525, *Records Disposition Recommendation*

Adopted Forms

AF Form 75, *Visitor/Vehicle Pass*

AF Form 1315, *Accident Report*

AF Form 3545, *Incident Report*

AF Form 171, *Request for Driver's Training and Addition to U.S Government Drivers License,*

DD Form 1408, *Armed Forces Traffic Ticket*

DD Form 1805, *United States District Court Violation Notice*

DD Form 2504, *Abandoned Vehicle Notice*

Abbreviations and Acronyms

349 AMW—349th Air Mobility Wing

60 AMW—60th Air Mobility Wing

60 AMW/CC—60th Air Mobility Wing Commander

60 AMW/CV—60th Air Mobility Wing Vice Commander

60 AMW/SE—60th Air Mobility Wing Safety

60 AMW/SJA—60th Air Mobility Wing Staff Judge Advocate

60 CES—60th Civil Engineer Squadron

60 CES/CEIH—60th Civil Engineer Squadron, Housing Office

60 CES/CEIE—60th Civil Engineer Squadron, Environmental Flight

60 FSS—60th Force Support Squadron

60 LRS/LGRV—60th Logistics Readiness Squadron, Fleet Manager

60 LRS/LGRDDO—60th Logistics Readiness Squadron, Vehicle Dispatch

60 LRS/LGRV—60th Logistics Readiness Squadron, Vehicle Management Flight

60 MSG/CC—60th Mission Support Group Commander

60 MSG/CD—60th Mission Support Group Deputy Commander

60 SFS/CC—60th Security Forces Commander

60 SFS/S2I—60th Security Forces Squadron, Office of Investigations

60 SFS/S3P—60th Security Forces Squadron, Police Services

60 SFS/S5R—60th Security Forces Squadron, Reports and Analysis

60 SFS/S5V—60th Security Forces Squadron, Pass and Registration

621 CRW—621 Contingency Response Wing

AAFES—Army and Air Force Exchange Service

AF—Air Force

AFB—Air Force Base
AFJIS—Air Force Justice Information System
AFMAN—Air Force Manual
AFOSH—Air Force Office of Safety and Health
AFOSI—Air Force Office of Special Investigations
AFRIMS—Air Force Records Information Management System
ANSI—American National Standards Institute
ATV—All-Terrain Vehicle
BAC—Blood Alcohol Content
BrAC—Breath Alcohol Content
BLDG—Building
BX—Base Exchange
CHP—Highway Patrol
CLETS—Law Enforcement Telecommunications System
CPSC—Consumer Product Safety Commission
CV—Commercial Vehicle
CVC—California Vehicle Code
DIBRS—Defense Incident Based Reporting System
DL—Driver license
DMV—Department of Motor Vehicles
DoDD—Department of Defense Directive
DoD—Department of Defense
DoDI—Department of Defense Instruction
DOT—Department of Transportation
DUI—Driving Under the Influence
DWI—Driving While Intoxicated
ECC—Emergency Communication Center
GMV—Government Motor Vehicle
GVO—Government Vehicle Other
IDP—International Driving Permit
IEPC—Installation Entry/Exit Point Checks
LSV—Low-Speed Vehicle

MOU—Memorandum of Understanding
MPH—Miles per Hour
OHV—Off-Highway Vehicle
OPR—Office of Primary Responsibility
PTD—Personal Transportation Device
PCS—Permanent Change of Station
PMV—Private Motor Vehicle
PNO—Planned Non-Operations
PPE—Personal Protective Equipment
RDS—Record Disposition Schedule
RDS—Record Disposition Schedule
RVI—Random Vehicle Inspections
TSCG—Traffic Safety Coordination Group
DL—Temporary Lodging Facility
TRAVISAFBI—Travis Air Force Base Instruction
UCMJ—Uniform Code of Military Justice
UCMJ—Uniform Code of Military Justice
VCNCO—Vehicle Control Non-Commissioned Officer
VCO—Vehicle Control Officer
VIN—Vehicle Identification Number
VIP—Very Important Person

Attachment 2

PERSONAL PROTECTIVE EQUIPMENT

Figure A2.1. Personal Protective Equipment, Part 1.

PPE					
MODE of TRAVEL	REQUIREMENT	DODI 6055.04/AFI 91-207/ TAFBI 31-218	PROHIBITIONS	RECOMMENDED	60 AMW/SEG RECOMMENDED
PEDESTRIAN		6055.04 PARA 3.4.	LISTENING DEVICES		
		AFI 91-207, PARA 3.7.1/ TAFBI 31-218, PARA 4.2.5.2.	EXCEPTION: SINGLE EAR-PIECE WHILE WALKING, JOGGING, RUNNING ON ROADS AND STREETS IS AUTHORIZED WHEN SAFE TO DO SO	INDIVIDUALS WALKING, JOGGING OR RUNNING ARE ENCOURAGED TO WEAR HIGHLY VISIBLE CLOTHING AND ACCESSORIES. DURING NIGHTTIME HOURS AND IN CLEMENT WEATHER CLOTHING SHOULD CONTAIN RETRO REFLECTIVE PROPERTIES	
PERSONAL TRANSPORTATION DEVICE (e-SCOOTER /e-BOARD/SKATES/ SCOOTER/ SKATEBOARD)	BICYCLE HELMET	6055.04, PARA 3.4.	LISTENING DEVICES	FULL-COVERAGE BICYCLE HELMET	HIGHLY VISIBLE OUTER GARMENT CONTAINING RETRO REFLECTIVE MATERIAL (DARKNESS/REDUCED VISIBILITY. HIGHLY VISIBLE OUTER GARMENT (DAYLIGHT)
		6055.04, PARA 3.4.	CELL PHONES	SHATTER RESISTENT EYE PROTECTION	
		6055.04, PARA 3.4.	CONSUME / INFLUENCE OF ALCOHOL	STURDY OVER ANKLE FOOTWEAR	
		6055.04, PARA 3.4.		FULL FINGER GLOVES	
		6055.04, PARA 3.4.		CONTRASTING COLORS	
		6055.04, PARA 3.4.		KNEE AND ELBOW PADS	
BICYCLE	BICYCLE HELMET	6055.04, PARA 3.4.	LISTENING DEVICES		
	HIGHLY VISIBLE OUTER GARMENT CONTAINING RETRO REFLECTIVE MATERIAL (DARKNESS/REDUCED VISIBILITY. HIGHLY VISIBLE OUTER GARMENT (DAYLIGHT)	AFI 91-207, PARA 3.7.3.1.			
	AMERICAN NATIONAL STANDARDS INSTITUTE / SNELL MEMORIAL FOUNDATION BICYCLE HELMET	AFI 91-207, PARA 3.7.3.2.			

Figure A2.2. Personal Protective Equipment, Part 2.

PPE					
MODE of TRAVEL	REQUIREMENT	DODI 6055.04/ AFI 91-207	PROHIBITIONS	RECOMMENDED	60 AMW/ SEG RECOMMENDED
E-BIKES	BICYCLE HELMET	6055.04, PARA 3.4.	LISTENING DEVICES		
	HIGHLY VISIBLE OUTER GARMENT CONTAINING RETROREFLECTIVE MATERIAL (DARKNESS/REDUCED VISIBILITY. HIGHLY VISIBLE OUTER GARMENT (DAYLIGHT))	AFI 91-207, PARA 3.7.3.1			
	AMERICAN NATIONAL STANDARDS INSTITUTE / SNELL MEMORIAL FOUNDATION BICYCLE HELMET	AFI 91-207, PARA 3.7.3.2			
MOTORCYCLES/ MOPED	DOT/SNELL HELMET	6055.04, PARA 3.3.			
	ANSI EYE PROTECTION	6055.04, PARA 3.3.			
	STURDY OVER ANKLE FOOTWEAR	6055.04, PARA 3.3.			
	LONG SLEEVES (SHIRT/JACKET)	6055.04, PARA 3.3.		JACKETS CONSTRUCTED WITH IMPACT ABSORBING PADDING/CE ARMOR (MEETING EUROPEAN CONFORMITY)	
	LONG PANTS	6055.04, PARA 3.3.		PANTS CONSTRUCTED WITH IMPACT ABSORBING PADDING/CE ARMOR (MEETING EUROPEAN CONFORMITY)	
	FULL FINGER GLOVES	6055.04, PARA 3.3.		PPE THAT INCORPERATES FLOURESCANT COLORS/RETRO REFLECTIVE MATERIAL	