



DEPARTMENT OF THE ARMY  
HEADQUARTERS, 35TH AIR DEFENSE ARTILLERY BRIGADE  
UNIT #2075  
APO AP 96278

EAAD-Z

SEP 05 2017

MEMORANDUM FOR All 35th Air Defense Artillery Brigade Soldiers and Civilians

SUBJECT: 35th Air Defense Artillery Brigade Policy Letter #8 – Convoy Safety

1. References.

a. Army in Korea (AK) Regulation 350-4, 8A Tactical Vehicle Movements in the Korean Theater of Operations, 15 May 2014

b. Army Regulation (AR) 385-10, Army Safety Program, 24 February 2017

2. Purpose. This memorandum establishes the convoy safety policy for the 35th ADA Brigade. Soldiers and civilians assigned to the Brigade are reminded that AK 350-4 provides policy and procedure for the safe movement of tactical vehicles within the Eighth Army area of operation and remains applicable to all Brigade Soldiers and Civilians.

3. Policy. Commanders at all levels will ensure their unit's training plans include a proactive program to train and sustain the competency of safe vehicle/convoy movement. Commanders at all levels must emphasize the importance of meeting the Brigade vehicle operator training standard of completing 40 hours on-post vehicle operations as well as 40 hours off-post driving that includes city, highway and expressway driving. Convoy commanders, serial or march-unit commanders, drivers and troop commanders are all key elements to conducting a safe convoy. We must properly train and license our Soldiers for the conditions in which they will operate during war. We have a responsibility to gain competency with the local road conditions and hazards and follow proper driving procedures. Unit SOPs will specifically address the duties and responsibilities of all of the aforementioned as well as senior occupants.

a. Drivers Training. During drivers training and licensing, units will conduct a route recon of the driving route and place Soldiers at intersections and turns that may pose an accident hazard. Soldiers placed at these positions will wear a highly visible road guard vest and will assist in ground guiding if required.

b. Serials. Large convoys should be split into serials IOT facilitate command and control and minimize the possibility of vehicle separation from the convoy. In accordance with AK 350-4, Appendix C, convoys of 25 or more vehicles are required to be split into serials and march units as required. Any convoy with five or more vehicles requires march credits. Units will ensure lead and trail vehicles of a convoy are labeled

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properly. They will be identified by removable convoy signs, written in both Hangul and English, with black letters on a yellow reflex-reflective background.

c. Rotating Amber Warning Lights (RAWLs) use. **All** vehicles will operate RAWLs with illumination at all times during convoy operations. Display all warning signs in the host nation's language as well as English.

d. Oversized vehicles. All vehicles five tons and above are considered oversized. All oversized vehicles will operate rotating amber warning lights at all times.

e. Trail Vehicles. HMMWVs are not authorized as trail vehicles. IOT minimize risk due to rear collision from other drivers on the road, only LMTVs and above (without Soldiers in cargo bed) are authorized for use as trail vehicles in a convoy.

f. Seatbelts. Soldiers will use vehicle seatbelts at all times, even when wearing load bearing equipment. Soldiers will not ride in vehicle cargo areas off the installations. Soldiers are authorized to ride in the cargo areas of wheeled vehicles on-post when troop seating is installed, the vehicle is operational, and the cargo area is free of equipment.

g. Speed. Vehicle Operators will not operate at speeds greater than conditions permit and will continually assess the road for actual and potential hazards. **Vehicle operators will not exceed posted speed limits.**

h. PMCS. In addition to completion of the -10 PMCS, vehicle operators and troop commanders will check the following prior to any movements. **Drivers will not operate vehicles with a failure in any of the areas noted below:**

- (1) Internal and external communications (as applicable)
- (2) Brakes
- (3) Directional signals
- (4) Exhaust system
- (5) First Aid Kit
- (6) Fuel system
- (7) Headlights
- (8) Reflectors
- (9) Seatbelts/Safety Strap (if installed)
- (10) Tail-lights
- (11) Tires
- (12) Trailer hitch and electrical and air hose connections (as applicable)
- (13) Warning triangles
- (14) Windshield wipers
- (15) Fire extinguisher
- (16) Valid dispatch for current road conditions
- (17) Tire chains (based on season and weather conditions)

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i. In accordance with AK 350-4, para. 3-7 (Movement Times for Tracked and Wheeled Vehicles).

(1) Tracked vehicles. Tracked vehicle movements will only take place with prior approval of the Battalion Tactical Operations Center (TOC). Currently, the Republic of Korea Army (ROKA) prefers that Eighth Army move tracked vehicles during hours of decreased traffic, specifically between the hours of 2300-0500. However, tactical training scenarios determine vehicle movement times and these may be at any hour of the day and movements conducted during other than these hours will be carefully planned and controlled by the MSC TOC.

(2) Wheeled vehicles. There is no restriction on movement times for wheeled vehicles except for Heavy Equipment Transports (HET). Due to the size and weight of the HET, the hours of 2300-0500 are preferred. Commanders will prepare a risk assessment, as detailed in AK 350-4, Appendix B, to determine the safest and most efficient times to conduct wheeled vehicle movements factoring in the number of vehicles involved, proposed routes, weather conditions, traffic congestion, and traffic control point (TCP) requirements.

(3) Peak traffic periods.

(a) Weekdays – 0745-0930, 1145-1330, and 1615-1900.

(b) Saturday – 0745-0930 and 1145-1900.

(c) Sunday – 1100-2 hours after dark.

(4) Dusk and Dawn. Units need to ensure that they incorporate measures to reduce hazards associated with light transition in their risk assessment. This may include adjusting convoys away from these times.

(5) Holiday periods. Specific holidays create Black road conditions in Korea. Lunar New Year and Chusok are the two most severe traffic-congested holidays. During these holidays, military movements, even within training areas, must be kept at a minimum.

5. Risk Management in convoy operations. Soldiers must remain aware of the risks associated with convoy operations in the KTO. Risks include but are not limited to:

a. Pedestrians, to include young children and the elderly, walking along and across major highways.

b. Pedestrians and vehicles along narrow roads.

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c. Slow moving farm vehicles/equipment and construction equipment on major highways.

d. Fast and slow moving and erratic traffic on roads and trails, delivery motor bikes, buses, agricultural equipment, busses and taxis.

e. Heavy fog in isolated valley areas within which indigenous personnel do not take extra safety precautions.

f. Seasonal hazards such as flooding on roadways during monsoon season as well as snow and ice in the winter.

g. Ground guides directing the movement of vehicles. Units will incorporate ground guide training into Vehicle Operator Training. Education will include number of personnel required and proper procedures and positioning of the guides.

h. Commanders must ensure that NCOs and Soldiers complete risk assessments for each vehicle in accordance with AK 350-4, Chapter 4 and Appendix B, regardless of the number of vehicles involved, and that Convoy Commanders implement controls before starting a mission. Leaders must understand the facts before deciding whether or not to accept a risk.

6. Leaders' Role. The 35th ADA Brigade is vital to the Combined Component Command mission and stands ready to provide Theater Air and Missile Defense on the Korean peninsula. We must maintain readiness without accidental loss of manpower and/or equipment. Leaders will ensure every Soldier is knowledgeable and understands convoy safety and risk management and are able to apply the principles effectively to each operation in order to greatly decrease injury to Soldiers and a loss of property.

7. Point of contact for this action is the undersigned at DSN 783-5560.

8. Ready in Defense!

  
RICHARD W. WRIGHT  
COL, AD  
Commanding