



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

EAAD-Z

AUG 30 2017

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

SUBJECT: 35th Air Defense Artillery Brigade Policy Letter #11 – Motorcycle Safety and Operating Requirements

1. References.

- a. Department of Defense Instruction 6055.4, DoD Traffic Safety Program, 20 April 2009, Change 2, 23 January 2013
- b. Army Regulation (AR) 385-10, The Army Safety Program, 24 February 2017
- c. DA PAM 385-10, Army Safety Program, 23 May 2008, RAR 19 January 2010
- d. AR 190-5, Motor Vehicle Traffic Supervision, 22 May 2006
- e. USFK 190-1, Motor Vehicle Traffic Supervision, 10 May 2012
- f. USFK Humphreys PAM 385-1, 12 April 2010

2. Applicability.

- a. This policy applies to all Soldiers assigned to, attached to, or under the operational control of 35th ADA BDE.
- b. The requirements in this policy apply on and off the installation, on and off-duty, regardless of local or state laws and regardless of whether the motorcycle is registered on the installation. It also applies on closed courses.
- c. The personal protective equipment (PPE) requirements in this policy apply to both operators and passengers.

3. Purpose. To identify requirements to operate or ride a motorcycle/moped on or off the installation.

4. Policy.

- a. The safety and well-being of Soldiers is negatively affected by serious injuries or deaths caused by motor vehicle accidents. Injuries and deaths degrade the readiness of this command and interfere with good order.

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b. Common factors in many motorcycle accidents include: lack of proper training; operator inexperience; lack of proper personal protective equipment (PPE); excessive speed; alcohol; fatigue; and reckless operation.

c. Reducing the number of motorcycle accidents requires the dedicated support of every commander, Leader, and Soldier. All Leaders will commit to motorcycle accident prevention. Leaders will ensure the safety of our Soldiers by coaching, mentoring, training and enforcing standards.

## 5. Requirements.

a. Soldiers will not operate motorcycles and mopeds or ATVs unless properly trained, licensed, registered, and insured.

b. Within 30 days of arrival to Korea or acquisition of a motorcycle, enroll in an approved Motorcycle Safety Course and successfully complete an approved Motorcycle Safety Course as outlined in USFK Regulation 190-1.

c. Execute a written motorcycle/moped safety contract with their commander as outlined in USFK Regulation 190-1.

d. Carry at all times while operating a motorcycle/moped the Motorcycle Safety Foundation (MSF) card issued as proof of course completion, valid motorcycle license, insurance and registration.

e. Soldiers who own or operate a Sport Bike must complete the Experienced Riders Course and then be signed up for the Military Sport Bike Riders Program within 30 days of completion of the Experienced Riders Course. Sport Bike riders will also attend additional monthly classroom training conducted by the Battalion Motorcycle Mentor. All motorcycle riders who have not ridden a motorcycle in over six months will attend the Motorcycle Refresher Training (MRT) before riding a motorcycle.

f. All new motorcycle riders must complete a check/mentor ride after attending the Basic Rider Course and before riding alone. The mentor will counsel the new rider in writing after the ride to provide feedback on his or her riding skills. Commanders have the prerogative to suspend riding privileges on-post if they feel that the rider is not ready to ride based on the mentor ride assessment or based upon other reckless behavior.

g. The wearing of portable headphones, earphones, or other listening devices (except for hands-free cellular phones) is prohibited while operating a motorcycle. Motorcycle operators may wear motorcycle helmets equipped with operator-passenger intercom systems.

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h. Motorcycles are required to have at least one headlight on at all times and shall be equipped with both a left-hand and right-hand rear view mirror mounted on the handlebar or fairing.

i. Soldiers are required to comply with the following personal protective equipment (PPE) requirements while either a motorcycle operator or passenger.

j. Helmets. A Department of Transportation (DOT) certified motorcycle helmet is properly fastened under the chin. This is required even if the state in which the Soldier is operating the motorcycle does not require the wear of a helmet.

k. Gloves. Full-fingered gloves or mittens designed for use on a motorcycle.

l. Clothing. Long-sleeved shirt or jacket and long trousers.

m. Sturdy Footwear. Boots or sturdy over-the ankle shoes.

n. Eye Protection. Impact or shatter-resistant goggles, wraparound glasses or full-face shield properly attached to the helmet in the down position. Windshields, eyeglasses, or fairing alone do not meet this requirement. The goggles may be darkened for daylight use; however, they must be clear during the hours of darkness or adverse weather conditions.

o. Garment Visibility. A brightly colored (white, yellow, orange, silver, etc.) outer upper garment (shirt, vest or jacket) during the day and a reflective outer upper garment during dusk/dawn and at night. Military uniforms do not meet this criterion. Outer upper garments will be properly secured, clearly visible, and not covered. Items may be worn on top of the outer garment, but they must meet the same visibility requirements of the outer garment. Brightly colored/reflective belts do not meet the outer upper garment requirement.

p. Failure to wear the prescribed PPE or comply with motorcycle licensing or operator training requirements will be considered in making line of duty determinations. Riding privileges will be suspended for any motorcycle accident no matter how minor until the following items are completed and documented in writing and signed by the Battery Commander:

(1) Motorcycle Refresher Training. Soldiers will successfully complete the Camp Humphreys Motorcycle Refresher Training Course.

(2) Mentor Check Ride. Soldiers will complete a mentor check ride after successful completion of the Simulator Training and the Refresher Training Course.

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(3) Command Certification. The Battery Commander will certify that the above requirements have been met before restoring riding privileges.

q. Soldiers on leave are required to have completed an Army motorcycle safety class, are licensed, and will wear PPE at all times while utilizing the motorcycle, moped or ATV.

6. Mentorship Program.

a. Battalions and HHB/35X will establish a unit mentorship program. Select and appoint in writing suitable mentors (both standard/cruiser and sport /sport touring motorcycles) to coach unit motorcycle riders. Each program will have a Senior Mentor to administer the program. Unit Mentors will:

(1) Be an experienced (five years or more on the appropriate motorcycle type) and current motorcycle rider in good standing. Mentor should be a mature and responsible leader.

(2) Have completed the Basic Rider Course (BRC) and Experienced Rider Course (ERC). Sport bike mentors must have also completed the Motorcycle Sport Bike Rider Course (MSRC).

(3) Act as a conduit of information to and from Soldiers for motorcycle safety education and awareness.

(4) Set the standard for responsible motorcycle riding.

(5) Mentor Soldiers in the purchasing, training, riding and maintaining of their motorcycles. Mentors will also advise, assist and train Soldiers in the importance of proper Personal Protective Equipment (PPE).

(6) Monitor and evaluate Soldier's skill development in riding and recommend appropriate training. Ensure that Soldiers attend appropriate training and participate in motorcycle related training activities.

(7) Lead a mentor ride with each new motorcycle rider and counsel the Soldier in writing on his performance.

(8) Track and inform the commander of Soldier's riding progress and completed training.

(9) Organize and promote activities to enhance motorcycle safety by unit affiliation or riding events.

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(10) Promote command objectives related to motorcycle safety.

7. Commander/Leader Responsibilities.

a. Conduct a physical inspection of all Soldier's licenses, regardless of rank, to identify and track those with a current motorcycle endorsement. All Soldiers with a current motorcycle endorsement on their POV license, even those who do not currently own, actively ride or intend to ride a motorcycle, will be tracked as a potential rider and must receive the same counseling as an active rider. Commanders and Leaders are to ensure face-to-face counseling between first-line Leaders and Soldiers is conducted. Riders must be identified by type of motorcycle and assigned to the appropriate mentor. Soldiers shall execute a written motorcycle safety contract with their commander (in accordance with USAG Humphreys Pam 385-1 Command Motorcycle Safety Program).

b. Support and promote unit level motorcycle safety activities within regulatory limits. Promote activities that reinforce positive training, mentorship and riding.

c. Commanders will enforce motorcycle training requirements and allow Soldiers to attend the required training.

d. Commanders will suspend Post Motorcycle Driving Privileges for those riders who exhibit unsafe riding practices and for those involved in motorcycle accidents. Riding privileges will not be re-instated until successful completion of remedial training. Remedial training can include mandatory re-attendance to the Basic Riders Course, Experienced Riders Course as well as simulator training.

e. Leaders will inspect their Soldier's Motorcycles prior to (1) all four day weekends; (2) leave period in which the Soldier is traveling more than 100 miles by motorcycle; (3) no less than once every 6 months. Inspections should be conducted prior to the Soldiers planned travel so that sufficient time is provided to address any noted deficiencies before their planned departure. Motorcycles will be re-inspected until all noted deficiencies are corrected. Units will use the T-CLOCS Motorcycle Inspection Checklist and the Vehicle Inspection Form for recording these inspections. Records of these inspections will be maintained in the Soldiers counseling packet.

8. Punitive Order. Soldiers who fail to comply with the requirements of this policy are subject to adverse administrative action and/or punishment under the Uniform Code of Military Justice for violation of a lawful order.

9. Effective Date. This policy is effective upon signature and will remain in effect until superseded or rescinded.

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10. The POC for this policy is the Brigade Safety OIC/NCOIC at DSN 784-9488/0641.

11. Ready in Defense!

A handwritten signature in black ink, appearing to read "Richard W. Wright". The signature is written in a cursive, flowing style.

RICHARD W. WRIGHT  
COL, AD  
Commanding