Safety

EIGHTH ARMY TACTICAL VEHICLE MOVEMENTS, CONVOYS, DRIVER’S TRAINING, TESTING, AND LICENSING IN THE KOREAN THEATER OF OPERATIONS

*This regulation supersedes AK Regulation 385-11, dated 24 September 2020.

FOR THE COMMANDER:

ANDREW MORGADO
Colonel, GS
Chief of Staff

OFFICIAL:

ROCKSON M. ROSARIO
Chief, Publications and Records Management

Summary. This regulation provides policy and procedure for the safe movement of tactical vehicles within Eighth Army areas of operation. This regulation has significant revisions and should be reviewed in its entirety.

Summary of Change. Changes and updates include:

- Updated Added Vehicle Passenger Capacity, Table 1-4
- Added securing vehicles, para 1-4, d. (11)
- Added Convoy Flag NSN numbers, para 1-4, e. (2) (n)
- Updated requirements for transportation of hazardous materials, para 1-4, f. (12)
- Updated convoys conducted simultaneously (locations), para 1-4, g. (9)
- Updated usage of Learner Permits, para 1-5, e. (4)
- Updated Convoy Commander Requirements, para 1-5, j.
- Updated Oversized/Overweight vehicles (RAWLs), para 1-5, k & para 3-5, b.
- Updated Convoy Commander Card Requirements, para 2-1, c.
- Deleted FMTV Video requirement, Table 2-1
- Updated Fire Extinguisher requirements, para 3-2.a. (3) (o)
- Added RAWLS requirement, para 3-2, a. (3) (q)
- Added Road Condition signature authority, para 3-2, a. (3) (v)
- Added Recovery vehicle requirements, para 3-2, a. (17-18)
- Added escort and vehicle requirements for tracked vehicles, para 3-3, a.
- Added track vehicle ramp doors, para 3-3, d. (21)
- Added escort vehicles will not transport trailers, para 3-4, a.
- Added escort training into TC/VC course, para 3-4, b.
- Added escort vehicles used in sensitive item transport, para 3-4, b. (9)
- Updated Convoy movement times and restrictions, para 3-8, b.
- Added Risk Acceptance Authority Chart, Table 4-1
- Added Military-Civilian Equivalent Grade Chart, Table 4-2
- Deleted Time of Movement Chart, Table 4-3
- Added Appendix T, Movement Request Smart Sheet
- Added Appendix U, RAWLS Data Sheet
- Added Appendix V, Vehicle Dimensions (Lengths)
- Added Appendix W, Example Tactical Movements

**Applicability.** This regulation is applicable to all military commands and activities assigned, attached, under operational control (OPCON), or Direct Support to Eighth Army. This regulation also applies to all Army personnel on temporary duty within the Korean Theater of Operations.
(KTO) who are conducting training operations. All other Army personnel within the KTO must comply with the guidance of this regulation IAW other command agreements.

**Records Management.** Records created as a result of the processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Record titles and descriptions are available on the Army Records Information Management System website at https://www.arims.army.mil.

**Deviations.** Deviations from mandatory provisions of this regulation require a waiver, with full justification, and will be submitted to Commander, Eighth Army, Command Safety Office, Unit #15236, APO AP 96271.

**Interim Changes.** Interim changes to this regulation are not official unless the Assistant Adjutant General, Eighth Army, authenticates them. Users will destroy interim changes on their expiration date unless superseded or rescinded.

**Suggested Improvements.** The proponent agency of this regulation is the Eighth Army Command Safety Office. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Commander, Eighth Army Command Safety Office (EASF), Eighth Army, Unit #15236, APO AP 96271.

**Restrictions.** Approved for public release. Distribution unlimited. Local reproduction is authorized.

**Forms.** AK and higher-level forms are available at http://8tharmy.korea.army.mil/g1_AG/Programs_Policy/Publication_Records_Reg_AK.htm.

**Records Management.** Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Record titles and descriptions are available on the Army Records Information Management System website at https://www.arims.army.mil.

**Internal Control Provisions.** This regulation does not contain management control checklists.

**Disclaimer.** This regulation is not an all-inclusive document. It is a supplement to the policies and procedures established in the manual listed in the References section contained in this document, as they pertain to Eighth Army.

**Distribution.** Electronic Media Only (EMO).
CONTENTS

Chapter 1
Introduction, page 1

1-1. Purpose
1-2. References
1-3. Explanation of Abbreviations
1-4. Responsibilities
1-5. Definitions

Chapter 2
Vehicle/Convoy Commander Certification Program, page 9

2-1. Introduction
2-2. Required Training for Track/Vehicle/Convoy Commanders

Chapter 3
Vehicular Training Movements Procedures, page 11

3-1. Introduction
3-2. Wheeled and Tracked Vehicle Requirements
3-3. Operating Tracked Vehicles
3-4. Operating Wheeled Vehicles
3-5. Oversized/Overweight Vehicle Escort Requirements
3-6. Convoy Clearance Procedures
3-7. Other Requirements
3-8. Movement Times for Tracked and Wheeled Vehicles
3-9. Maximum Speeds for Normal Driving Conditions

Chapter 4
Risk Management/Risk Assessment, page 24

4-1. Training Route Risk Assessment Process
4-2. Planning/Risk Management Factors
4-3. Running Risk Assessments

Chapter 5
Training Movements Accidents/Incidents Procedures, page 30

Chapter 6
8A Tactical Vehicle Roadside Inspection Program, page 31

6-1. Purpose
6-2. Roadside Inspection
6-3. Roadside Inspection Procedures
6-4. Reporting Procedures

Chapter 7
8A Master Driver Program, page 33

7-1. Purpose
CONTENTS (CONT’)

7-2. 8A Master Driver Training Course
7-3. Responsibilities
7-4. Master Driver Concept
7-5. Driver’s Training Program

Appendices, page 38

A. References
B. Convoy Commander’s Briefing
C. Convoy Commander’s Checklist
D. Vehicle Commander’s Checklist
E. Emergency Points of Contact List
F. Combined Highway Clearance Request
G. 8A Tactical Vehicle Roadside Inspection Checklist
H. 8A Licensing/Training Process Flowchart
I. 8A Track/Vehicle Commander (TC/VC) Certification Card
J. 8A Convoy Commander (CC) Certification Card
K. TC/VC Memorandum for Record Example
L. CC Memorandum for Record Example
M. Delineator Plate Reference Guide
N. Warning Triangle Placement Guide
O. Toll Booth Ticket Example
P. Example Strip Map: Camp Humphreys Off Post Route
Q. Example Strip Map: Camp Casey Off Post Route
R. Example Driver’s Packet
S. Request for GOV License Worksheet
T. Movement Request Flow Chart
U. RAWLS Data Sheet
V. Vehicle Dimensions (Lengths)
W. Example Tactical Movements
X. Example Tactical Movements thru AREA II
Y. Transportation Smart Sheet

Table List

Table 1-1. Vehicle Passenger Capacity, page 2
Table 2-1. Required Training – Vehicle Commanders, page 10
Table 2-2. Required Training – Convoy Commanders, page 11
Table 4-1. Risk Acceptance Authority for Mission/Task, page 25
Table 4-2. Military-Civilian Equivalent Grades, page 25

Glossary, page 75
Chapter 1
Introduction

1-1. Purpose
This regulation provides the requirements, policies, procedures, and licensing for the safe movement of tactical vehicles within Eighth Army areas of operation, on and off installations.

1-2. References
Required and related publications and prescribed and referenced forms are listed in appendix A.

1-3. Explanation of Abbreviations
Abbreviations used in this publication are explained in the glossary.

1-4. Responsibilities
A successful program depends upon everyone fulfilling their responsibilities.

   a. Eighth Army Command Safety Office.
      (1) Proponent for this regulation.
      (2) Executive Agent for the oversight of subordinate unit execution of the policy and procedures contained within this regulation.
      (3) Establish and direct policy and procedures that govern route movements.
      (4) Develop and publish convoy guidelines, vehicle operator and convoy commander checklists, commonly used route risk assessments, and commonly used route hazard areas for tactical vehicles.
      (5) Establish education programs for vehicle operators and convoy commanders. Develop programs for units with tracked and wheeled vehicles.
      (6) Monitor compliance of this regulation by incorporating into the Command Inspection Program.
      (7) Monitor the execution of this regulation and advise U.S. Forces, unit commanders and leaders on training/movement safety.

   b. Eighth Army Major Subordinate Commands (MSC).
      (1) Establish organizational policy to ensure leaders down to the platoon level have read and understand AK 385-11 within 30 days of arrival to the organization.
      (2) Ensure subordinate units establish tactical standard operating procedure (TACSOP) movement control procedures in accordance with this regulation.
      (3) Ensure all vehicle movements comply with the safety requirements in Chapter 3 of this regulation.
      (4) Ensure the safe movement of all vehicles/convoys.
      (5) Establish TACSOP movement control procedures.
(6) Follow and establish a vehicle/convoy commander certification program directed by 8A.

(7) Ensure vehicle/convoy commanders are trained in conducting risk management assessments of vehicle routes prior to and during vehicle movement operations.

(8) Establish a driver’s training program in accordance with AR 600-55 that provides specific guidance down to the unit/battery level.

(9) Coordinate for Combined Highway Clearance Request (CHCR) approval through servicing U.S. MCT. See appendix F.

c. Senior Occupant Responsibilities for Tactical Vehicles. See also AR 385-10.

(1) The senior occupant is highest-ranking Soldier in a military vehicle and overall responsible for the safe movement of the vehicle.

(2) Ensure that the driver is licensed on the vehicle to be operated.

(3) Ensure that drivers follow the headphone and listening devices, operator distraction, and alcohol consumption restrictions specified in paragraph 3-2b (2).

(4) Prevent drivers who appear fatigued or physically, emotionally, or mentally impaired from operating a vehicle.

(5) Ensure one dedicated driver is assigned per vehicle and that an additional two drivers per vehicle is on stand-by during 24 hour operations to mitigate driver fatigue.

(6) Ensure vehicle occupants use seatbelts or appropriate restraint systems, if installed, while the vehicle is in motion.

(7) Ensure the authorized seating capacity of the vehicle is not exceeded. See Table 1-1.

<table>
<thead>
<tr>
<th>Table 1-1</th>
<th>Vehicle Passenger Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicle</td>
<td>Passenger Capacity</td>
</tr>
<tr>
<td>2 ½-Ton Cargo Truck (M1078)</td>
<td>14</td>
</tr>
<tr>
<td>5-Ton Cargo Truck (M1083)</td>
<td>16</td>
</tr>
<tr>
<td>5-Ton Extended Cargo Body Truck (M1085)</td>
<td>20</td>
</tr>
<tr>
<td>1 ¼-Ton HMMVV Troop Carrier (M997)</td>
<td>08</td>
</tr>
<tr>
<td>GSA Cargo Truck W/ stakes or sideboards, along with a fully enclosed cargo canvas that is fully secured.</td>
<td>14</td>
</tr>
</tbody>
</table>

*Note:* The passenger capacity does not include the operating crew. Refer to the operator’s manual for the vehicles not listed above.
(8) Assist the driver in recognizing unsafe mechanical conditions of the vehicle. Report hazardous operating conditions of vehicles according to the organization’s maintenance SOPs.

(9) Ensure the driver does not interrupt the flow of civilian traffic by making sudden halts, unauthorized U-turns, or other unauthorized driving maneuvers on the road.

(10) Require the drivers to comply with road signs and speed limits as dictated by road conditions.

(11) Ensure the driver’s vision is not obstructed by ice, snow, blurred windshields, electronic devices or other items in the vehicle. Identify road and/or other driving hazards.

(12) Ensure the vehicle is secured with locking mechanisms when vehicle is parked and unattended. This requirement is in addition to other security measures that are used to protect vehicles. At a minimum, the vehicle’s steering column should be locked and if applicable, secure the doors.

d. Vehicle Commander Responsibilities.

(1) Brief vehicle occupants/crew on the situation.

(2) Check the status of the vehicle.

(a) Ensure the vehicle has been PMCS’d IAW the appropriate –10 manual.

(b) Ensure that the vehicle is properly dispatched and has all required documentation in the Equipment Record Folder. When using a DA Form 5987E, ensure the driver and alternates are digitally printed on the dispatch. If not, ensure their name is printed on the dispatch, operator will sign the dispatch, and their license has been verified with the correct vehicle. If using a DD Form 1970, ensure that it is filled out accordingly, per DA PAM 750-8 and that the approval authority signs.

(c) Ensure the vehicle’s deficiencies are known and the vehicle has been approved for movement, if applicable.

(d) Ensure the vehicle has adequate fuel for the next movement.

(e) Ensure a 100% accountability check for all equipment has been conducted.

(f) Ensure all equipment (inside/outside) has been secured/tied-down prior to movement.

(g) Ensure the crew has been briefed on the route, checkpoints, and rally points. Cell phones will not be utilized as a navigation device.

(h) Have a detailed strip map (required for off installation driving).

(i) Ensure the driver/crew knows the route and maintains situational awareness.

(j) Ensure the driver knows the order of march.

(k) Ensure the crew knows what to do in case of vehicle breakdowns, malfunctions or
accidents. See also Chapter 5.

(l) Radio checks have been made and verified.

(m) Driver and crew trained in procedures for vehicle rollover.

(n) Appropriate flags are displayed for lead, trail, and convoy commander vehicles, for daytime convoy movements (required for off installation driving).

BLUE FLAG NSN: 8345-00-543-6912
GREEN FLAG NSN: 8345-00-543-6913
BLACK/WHITE FLAG NSN: 8345-00-543-6911

(o) Supervisors of Army Motor Vehicles (AMVs) will adhere to the guidance as prescribed in AR 385-10, paragraph 11-2b.

(3) Ensure one dedicated driver is assigned per vehicle and that an additional two drivers per vehicle are on stand-by during 24 hour operations to mitigate driver fatigue.

(4) If operating an FMTV and HEMTT series vehicle, ensure appropriate “Fish-eye” mirror is installed and adjusted to minimize blind spot in front of the vehicle.

FMTV NSN: Mirror: 2540-01-494-4311; Arm: 2540-01-494-4298
HEMTT NSN: Mirror: 2540-01-494-4311; Arm: 2540-01-542-0902

(5) If operating a M916 series, M1070 series, MATV, JLTV, RG31, MRAP series vehicle, ensure appropriate spotter mirrors are installed and adjusted to minimize blind spot in the front and sides of the vehicle, if allowed by manufacturer.

(6) Ensure vehicle crew complies with vehicle break down procedures to include the following:

(a) Vehicle will engage emergency flashers “four ways” immediately when there has been an identified physical or mechanical issue. Report the issue to the Convoy Commander and move the vehicle as directed, to the safest and farthest right side of the road.

Note: If possible, pull vehicle into the closest rest area off the highway or major road.

(b) Occupants will exit from the passenger side of the vehicle, if practicable, in order to avoid traffic.

(c) Upon exiting the vehicle, occupants will get off the road and get over the road-side barrier, as soon as it is safely practicable.

(d) Set up warning triangles (once traffic has cleared the area) in the safest manner possible, keeping soldier and civilian safety in mind.

e. Convoy Commander Responsibilities for Tactical Vehicles.

(1) Conduct convoy rehearsals.

(2) Conduct convoy briefing. See Appendix B.
(3) Conduct safety briefing.

(4) Ensure communications between all radio-equipped vehicles in the convoy are operational and properly secured.

(5) Ensure that vehicles equipped with internal communications have their system 100% functional. If any failure of internal communications during a convoy movement occurs, the vehicle will stop immediately and report by external communications, hand signals, or verbally that a communications problem exists. If safe, the vehicle with no internal communications will move in between vehicles that has working communications and monitored throughout the convoy.

(6) Determine size of component elements, not to exceed 25 vehicles per march unit or four march units per serial.

(7) Determine convoy speeds.

(8) Receive approval before deviating from any approved movement or convoy clearance (i.e. change of departure time, composition of convoy, etc.) prior to movement.

(9) Brief and maintain normal convoy intervals IAW ATP 4-11 or as designated by the controlling ROK MCC as follows:

- Cities, towns, built-up areas: 25 Meters
- Closed column: 50 meters
- Open column: 100 meters

(10) Ensure lead and trail vehicles of a convoy are labeled properly. They will be identified by removable convoy signs, written in both Hangul and English, with black letters on a yellow background. If possible, use the reflex-reflective background (required for off installation driving).

(11) Ensure the convoy clearance number (CCN) is chalked clearly and conspicuously on both sides of each vehicle in the convoy. The CCN will be promptly removed upon completion of that particular movement (required for off installation driving).

(12) When transportation of hazardous/dangerous materials:

(a) Ensure the operator and TC/VC are licensed and certified.

(b) Ensure placards are displayed on all four sides of the vehicle(s).

(c) Proper documentation is present.

(d) Applicable safety equipment is readily available IAW 49 CFR.

(13) Ensure cargo and passengers are properly loaded and secured. Cargo must be tied down and/or blocked and braced to prevent shifting. When passengers and cargo are transported in the same vehicle, separate cargo from passengers and restrain with operational/appropriate tie down devices. Passengers will not be permitted to ride forward or on top of cargo. Vehicle operators and passengers will use restraint systems when available. When transporting passengers in HMMWV and FMTV series vehicles in troop transport seating:
(a) Ensure that the vehicle does not exceed the total passenger limit and maximum capacity. Refer to the data plate or TM within the vehicle.

(b) Make sure all troop seats are operational and all passengers are seated.

(c) Vehicle must have an operational troop strap, it will be secured above the tailgate.

(d) The vehicle must have a serviceable covered tarp, secured on the sides, but the rear flap could be rolled up and secured, only off installation.

(e) Cargo (Rucksacks, Bags) must be secured, if in the same area where the passengers are seated.

(f) All trailer series will not be used when transporting personnel, off installation only.

(g) All passengers will receive a separate safety brief by the driver or TC, including rollover procedures.

(14) Ensure all personnel are fully briefed on the route of march, traffic regulations, speed limits, control procedures, critical points, individual responsibilities, and hazards to military vehicles and civilians along the route.

(15) Ensure one dedicated driver is assigned per vehicle and that an additional two drivers per vehicle is on stand-by during 24 hour operations to mitigate driver fatigue.

(16) Ensure convoy flags are displayed on the left front (driver side) of each designated vehicle.

(a) BLUE – Lead vehicle.

(b) GREEN – Trail vehicle.

(c) BLACK/WHITE – Convoy Commander.

(d) Convoy flags DO NOT have to be displayed between the hours of 2000-0600.

Note: The convoy commander can be the lead vehicle, but should ride where the convoy can be best controlled.

(17) Ensure all convoy vehicles use their service drive lights (headlights).

(18) Reconnoiter the route prior to movement to verify speeds, determine critical points, locate tracked vehicle bypasses, and ensure the safety of the route. Pay special attention to bridge crossings, bridge underpasses, and rock drops. Recon should be conducted as close to SP time as possible to mirror what the route will look like at movement time. **Route recons are required prior to movement.**

(19) Ensure all convoy elements stop prior to crossing railroad tracks. The instructions of the Korean National Railroad Crossing Guard supersede any other considerations. Trains always have the right of way.

(20) All convoy Start Point (SP) times and Release Point (RP) times will be reported to
the owning Major Subordinate Command (MSC) Operation Center within 30 minutes of departure or arrival. Convoys will not depart earlier than the approved SP and no later than 15 minutes after designated SP time.

(21) Notify the origin MCT of any deviation from the approved convoy clearance route (for example, change of departure time, composition of convoy or cargo prior to any actual move. Report any lines of communication damage to the local MCT, higher HQs, local PMO.

f. Higher Commander Responsibilities.

(1) Establish procedures within the TOC to schedule, monitor, and control all convoy movements within the unit area of operations.

(2) Establish a contingency plan and assign responsibilities for a white cell within the TOC to respond to accidents/incidents and implement into SOP.

(3) At a minimum, conduct a map reconnaissance of routes to be used by subordinate units.

(4) Brief the mission/plan/scenario to higher headquarters.

(5) Establish TCPs at hazard points along routes.

(6) Employ MP support when available to augment TCP.

(7) Ensure all convoys are conducted under a movement order and controlled by the TOC.

(8) Ensure that contact with the closest MP unit is established and contact that office immediately in case of an accident/incident.

(9) Ensure that no two opposing convoys are conducted simultaneously on the same roadway, i.e. training areas or 2-lane public roadways.

1-5. Definitions

a. Range and Training Area. These areas have been granted to Eighth Army either under the auspices of the Status of Forces Agreement (SOFA) or on a temporary basis by a proper ROK authority for the purpose of conducting training. Due to the nature of their primary use, (e.g. tactical training) the road networks within these areas are ruggedly constructed and lack some of the features normally found on high use roadways (e.g. built up shoulders, emergency lanes, etc.). Training Support Activity Korea (TSAK) manages and operates all Eighth Army range and training infrastructure. Each range and training area has published rules and guidance regarding the safe use of these facilities, including directions regarding safe convoy procedures. As units plan their use of these training enablers, they must ensure they include any special guidance contained in the facility Standard Operating Procedures (SOP) during the risk assessment process.

b. Approved Route. Defined as roads that provide the most satisfactory route from all US Installations, Training Areas, or Ranges. The routes taken will be approved by 25th Transportation Battalion or routes designated by higher, within the KTO, upon which the bulk of traffic flows in support of military operations.

c. Maneuver Rights Area (MRA). An area provided by the ROK Government or its duly appointed agency, that is not normally classified as training land or necessarily owned by the ROK
Government that is used in conjunction with a scheduled Range and Training Area for a specified training event and/or for a specified period of time.

d. Training Routes. Roads or trails running through, and within the confines of the training area or MRA, that are used to conduct training movements. The principle route between a MRA and the Range and Training Area it services, is considered to be a training route. By their nature, training areas are generally in remote or semi-remote areas and roadways and trails within them are maintained to a lesser standard then those found outside of these areas. As such, roads in these areas normally do not have shoulders, may have buildings and homes along their edges, are highly convoluted, and are the only source over which people, farm implements, or vehicles can travel.

e. Driver. Primary operator of a military vehicle. Drivers will be properly licensed on the vehicle they are operating and possess a valid U.S. state license. The following are required to operate a tactical vehicle ON/OFF POST:

   (1) Valid U.S. Driver’s License.

   (2) USFK Driver’s Training/Exam

   (3) STANDARD OF 346 (Valid in Korea), see appendix S for request

   (4) DA Form 5984-E (LEARNER, INCIDENTAL, LIMITED, STANDARD), see AR 600-55 for definitions.

   **Note:** Operating with a LEARNER Permit, TC/VC will be a supervisor or License Instructor/Examiner (LI/LE), licensed on the specific vehicle. ONLY to be used only during regular training periods and will remain valid as long as the individual is participating in an active driver training program IAW AR 600-55.

   f. Mechanic. Soldier who repairs and maintains machinery, motors, etc. and who is skilled in the use of tools, machines, equipment, etc. To obtain a tactical license, refer to Driver definition above. Soldiers that do not have a valid U.S. Driver’s License, can obtain a LIMITED license (DA Form 5984-E), only on ground equipment, that does not have a steering wheel. They do not need an OF346, but need to conduct physical evaluations. They need to be trained and documented accordingly, IAW AR 600-55, TCs, and TMs.

g. Vehicle Commander (VC). Soldier with overall responsibility for the operation of a military vehicle and is certified under a unit’s TC/VC certification program. VCs must be in the grade of E-4 and above. Korean Augmentation to the United States Army (KATUSA) in the rank of Corporal (E-4) and above may also serve as VCs, as long as they have completed the required training. All tactical vehicles driven, on or off installations are required to have at least two personnel, one of whom must be TC/VC certified. The VC should be licensed on the vehicle, if there is a possibility that they may have to operate. The VC may also be the operator of the vehicle depending on the mission (e.g. continuous operations) or for safety purposes, but still maintain full responsibility of the vehicle. VC’s must be familiar with the vehicle in which they are the vehicle commander, to include the vehicle limitations, characteristics, and blind spots.

   **Note:** If the VC is also the operator, the other Soldier in the vehicle, must be either licensed or TC/VC qualified.

   h. Senior Occupant. The senior occupant is highest-ranking Soldier in a military vehicle and
normally serves as an assistant driver or VC. The senior occupant may also serve as the driver. They have overall responsibility for the safe movement of the vehicle. Under most circumstances, the senior occupant and the VC are the same person. The only time this will not be the same person, if the senior occupant is not certified under the unit’s VC certification program, they will still assume full responsibility as the senior occupant.

i. Assistant Driver. Personnel that aid the primary operator of a military vehicle during extended hours of operation. Assistant drivers may be the senior occupant or the VC. However, a convoy commander may not serve as an assistant driver. Assistant drivers must be licensed on the type and variant of the vehicle.

j. Convoy Commander. Noncommissioned officer, warrant officer, or commissioned officer that is overall responsible for the safe movement of a military convoy and is certified under the BN’s convoy commander certification program. Convoy commanders will be in the grade of E-7 or above. Any competent and responsible E-6 may be certified as a convoy commander, as long as it is documented in a certification memorandum signed by the Battalion Commander. The convoy commander will not be the operator of a vehicle in a convoy for which they are the commander. Splitting wheeled-vehicle convoys in order to alleviate the requirement for convoy commanders is a direct violation of the spirit and intent of this regulation.

k. Convoy. A formation of military tactical vehicles that contains at least one (1) tracked vehicle, or four (4) wheeled vehicles, but less than 25 vehicles, with a lead and trail vehicle. All convoys require a certified convoy commander.

k. Outsized/overweight vehicles. Outsized vehicles (greater than an FMTV series with a 5T capacity) are made up of vehicles that fall into either oversized or overweight categories. An oversized vehicle is a vehicle that is greater than 102" (2.6 meters) in width, 154" (4 meters) in height, or 275" (7 meters) in length. An overweight vehicle is a vehicle that exceeds 40 short tons (80,000 lbs). These vehicles must have a RAWLS.

l. Army Traffic Safety Training Program. Required training for all Army personnel with a military license. The training is established to reinforce a positive attitude toward driving, individual responsibility, and correct response to routine and emergency driving situations.

Chapter 2
Vehicle/Convoy Commander Certification Program

2-1. Introduction

a. This chapter contains requirements for establishing vehicle/convoy commander certification programs.

b. Battalion Commanders are overall responsible for establishment and execution of the Convoy Commander Certification Program in their perspective organization.

c. Company Commanders are overall responsible for establishment and execution of the TC/VC Certification Program in their perspective organization.

d. VCs will be certified at the unit/battery commander level. Personnel to be certified will be in the grade of E-4 or above and will have successfully completed the required training listed at Table 2-1. Once certified, trained individuals will have the certification placed in the remarks column on
their tactical license (DA Form 5984-E) via GCSS-A and/or will be provided an 8A TC/VC Certified Card. This certification is only valid for one (1) year. All VCs must complete the required training in Table 2-1 each year to be certified.

e. Convoy commanders will be certified at the battalion level, will be in the grade of E-7 or above and will have successfully completed the required training listed at Table 2-2. Once certified, trained individuals will be provided an 8A CC Certified Card. The Battalion Commander may certify personnel in the grade of E-6 that are competent and responsible, provided that they fulfill the training requirements in Table 2-2 and the duty position is documented on certification memorandum. This certification is valid for one (1) year.

**Note**: If individuals conduct both certifications, only the CC Card will be issued, which supersedes the TC/VC Card.

f. Commanders will ensure that the convoy commanders and vehicle commanders understand that they are directly responsible for the safety of all personnel and equipment during any convoy/vehicle movement.

g. Once the training is complete, Battalion commanders and company/battery commanders will sign convoy commander and vehicle commander appointment orders, respectively. Battalion Commanders may delegate signature authority to the Battalion Executive Officer; company/battery commanders may **NOT** delegate signature authority, unless on assumption of command orders. Units are required to maintain certification records (MFR and 8A Cards issued) of authorized vehicle and convoy commanders for inspection purposes. See Appendices I through L for examples.

### 2-2. Required Training for Vehicle/Track/Convoy Commanders

#### Table 2-1
**Required Training - Vehicle Commander**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Army Traffic Safety Training Program</td>
<td>Unit Driver’s Training Program (in accordance with AR385-10)</td>
</tr>
<tr>
<td>TC/VC Responsibilities &amp; Test</td>
<td>**PPT- “TC/VC Slideshow”</td>
</tr>
<tr>
<td>Winter Training/Driver Course</td>
<td>**PPT- “Winter Training in Korea”</td>
</tr>
<tr>
<td>Safe Driving in Korea (FY18)</td>
<td>**Video- “Safe Driving in Korea”</td>
</tr>
<tr>
<td>Vehicle Operational Hazards</td>
<td>Unit (Vehicle Technical Manual (TM))</td>
</tr>
<tr>
<td>Vehicle Maintenance Training</td>
<td>Unit (Vehicle TM)</td>
</tr>
<tr>
<td>*Track Vehicle Communications Requirements</td>
<td>Unit (Vehicle TM)</td>
</tr>
</tbody>
</table>
### Table 2-2
**Required Training – Convoy Commander**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Army Traffic Safety Training Program</td>
<td>Unit Driver’s Training Program (in accordance with AR 385-10)</td>
</tr>
<tr>
<td>TC/VC Responsibilities &amp; Test</td>
<td>**PPT-&quot;TC/VC Slideshow&quot;</td>
</tr>
<tr>
<td>Winter Training/Driver Course</td>
<td>**PPT-&quot;Winter Training in Korea&quot;</td>
</tr>
<tr>
<td>Convoy/Type Vehicle Operational Hazards</td>
<td>Unit (Vehicle TM)</td>
</tr>
<tr>
<td>Safe Driving in Korea (FY18)</td>
<td>**Video- &quot;Safe Driving in Korea&quot;</td>
</tr>
<tr>
<td>Convoy Commanders’ Responsibilities &amp; Test</td>
<td>**PPT-&quot;CC Slideshow&quot;</td>
</tr>
<tr>
<td>*Track Vehicle Communications Requirements</td>
<td>Unit (Vehicle TM)</td>
</tr>
<tr>
<td>Conducting Risk Assessments</td>
<td>Unit</td>
</tr>
<tr>
<td>Conducting Running Risk Assessments</td>
<td>Unit</td>
</tr>
<tr>
<td>Common Training Route Risk Familiarization</td>
<td>Unit</td>
</tr>
</tbody>
</table>

**Note:**

* This requirement is not applicable for units that do not have tracked vehicles.

** The tests will be secured and conducted by the BDE/BN/Unit Master Drivers.

** These videos/PPTs can be viewed on the Eighth Army Command Safety Office website at [https://8tharmy.korea.army.mil/safety/index.asp](https://8tharmy.korea.army.mil/safety/index.asp)

### Chapter 3
**Vehicular Training Movements Procedures**

**3-1. Introduction**

a. This chapter provides procedures for the conduct of vehicle and convoy movements.

b. Commanders at all levels will ensure a proactive program to train and sustain competency in the conduct of safe vehicle/convoy movement during training events.

**3-2. Wheeled and Tracked Vehicle Requirements**

a. Commanders will ensure--

(1) Army motor vehicle operators are selected, trained, tested, and licensed to operate vehicles, including tracked vehicles, in accordance with the following publications:

(a) AR 600-55.

(b) AR 385-10.

(c) DA PAM 750-8.

(d) USFK Reg 190-1.
(e) USFK Pam 385-2.

(f) Technical Manuals for the specific vehicles they are operating.

(g) Training Circulars for the specific vehicles they are operating.

(2) Vehicles have received appropriate mechanical inspections in accordance with vehicle operators manuals (-10 manuals) and any additional SOP requirements specific to a particular vehicle, before leaving their perspective motor pool.

(3) Vehicle operator and TC/VC will check the following prior to any movements. No vehicle will be operated if any safety-related deficiencies exist, unless the approval authority is aware and willing to sign off as a safety deadline and does not go against what the Technical Manual states, applicable regulations and the 8A Inspection Checklist states.

(a) Internal and external communications (as applicable).

(b) Brakes.

(c) Directional signals.

(d) Exhaust system.

(e) Tires.

(f) Fuel system.

(g) Headlights.

(h) Seatbelts (if installed).

(i) Taillights.

(j) Windshield/wipers.

(k) First Aid Kit.

(l) 2 x Delineator Plates.

(m) 3 x Warning triangles

(n) 2 x Reflective Vests (inside the vehicle and within arms reach).

(o) Fire extinguisher(s), charged and a breakaway safety seal/pin (no zip ties).

(p) Fish Eye Mirror, vehicle specific.

(q) Rotating Amber Warning Light System (RAWLS), vehicle specific.

(r) Basic Issued Items (BII).
(s) Technical Manual (TM).

(t) Spill kit, if applicable.

(u) Trailer hitch, electrical and air hose connections, as applicable.

(v) Valid dispatch for current road conditions. For more information on road conditions, see guidance in USFK 190-1 or https://www.usfk.mil/usfk/road-conditions/. Operating military vehicles on/off installation in the following road conditions, AMBER (O-3/above), RED (O-5/above), BLACK (O-6/above), the dispatch will be signed appropriately.

(4) “Fish-eye” mirrors are located on appropriate vehicles to include the FMTV and HEMTT series, so that it minimizes the amount of blind spots by the driver and vehicle commander. For any questions in regards to the spotter mirrors and/or fisheye mirrors, coordinate with the Eighth Army G4 ground maintenance manager at 755-8220.

(5) Before operating a tactical wheeled/tracked vehicle at any time, on or off any Garrison/Installation, or Range in the Republic of Korea, all personnel will wear an Army Combat Helmet (ACH), hardhat or crewmember helmet. The senior occupant is fully responsible for all personnel in the tactical vehicle and to make sure all helmets are properly worn and secured.

Note: All Commanders are responsible for what type of helmet is authorized for use, per variant of vehicle type.

(6) Ground guides are required when backing wheeled and tracked vehicles. Ground guides will not stand between the vehicle being guided and another object where an inadvertent engine surge or momentary loss of vehicle control could cause injury or death. Ground guides will be trained in accordance with TC 3-21.60. The vehicle driver will stop the vehicle immediately if--

(a) They lose sight of the ground guide.

(b) The ground guide is standing between the vehicle and another object.

(c) The ground guide is standing directly in front of or in the vehicles’ predicted or likely path of travel.

(d) Communication is not understood between the driver and the ground guide.

(7) The following procedures for ground guiding engineer vehicles operating at supervised or controlled access construction sites will be adhered. Before starting vehicle engines, drivers of graders, bulldozers, and other engineer vehicles will--

(a) Walk around the vehicle to ensure the area is free of obstructions. Ground guides are not necessary to back engineer equipment operating at supervised or controlled access construction sites.

(b) Sound the vehicle horn before backing or ensure the automatic backup alarm is operational.

(8) Drivers of engineer vehicles/equipment operating outside supervised or controlled access construction sites use the standards and number of ground guides required for vehicle types.
(9) Wheeled and tracked vehicles, trailers, and towed equipment are marked at the rear with retro-reflective red and yellow delineator plates. See Appendix M for NSNs and placement.

(10) Exterior radio antennas are tied down to a height of not more than 13 feet and at least 8 feet from the ground before movement. Antenna tips (NSN 5800-00-437-2363) will be installed. Antennas will be secured under the clip and clipped from below in the quick-release position. If there are no clips available, the antenna will be dismantled and taken down.

(11) Soldiers may be transported without fixed seating for short distances, only on the Garrison/Installation, if each passenger remains seated and wholly within the body of the vehicle. Restraining/Safety straps must be utilized. They will not be transported in the bed of an Army truck, off post, unless the truck is specifically designed to carry troops, with seats. When transporting soldiers in cargo trucks in which cargo is loaded, ensure that they are seated in fixed seats and the cargo is adequately secured.

(12) Wheeled-vehicle tailgates are locked in the up position. Ensure restraining/safety straps extending across the rear cargo bed will be secured before vehicle movement, only with personnel.

(13) Soldiers are not transported on top or on the sides of tracked vehicles. Soldiers will sit in crewmember compartments, use available seatbelts, and wear an ACH or crewmember helmets.

(14) Vehicle operators will chock vehicles with chock block pairs when vehicles are parked. Chock blocks should be used as pairs, placing one block in front of and one block behind the tire being chocked. If only one chock block is available, it will be placed in front or the rear of the tire, whichever the vehicle would roll, if brakes were to fail.

(15) Drivers of tactical wheeled/tracked vehicles will not wear mission-oriented protective posture (MOPP) masks, vinyl NBC protective over boots, or night vision goggles on public roads or access roads that lead to and from training areas.

(16) Broken-down or non-operational vehicles are moved as far as possible to the side of the roadway. Special precautions (including posting guards and using reflectors) will be taken to warn approaching drivers of potential danger when vision is limited. Military personnel have no authority to direct civilian traffic on public highways. Posted guards must wear reflective vests and will warn drivers of traffic accidents, oversized and broken-down vehicles, and other hazards on highways. Host nation police may be called for assistance by using an orange emergency telephone. During recovery operations, vehicles will have four-way flashers “hazard lights” on in order to provide maximum situational awareness for other vehicles on the road, to include civilians that may be driving in the area.

(17) Recovery vehicles (Wreckers) must be equipped with at least one, but not more than two functional RAWLs. No more than one vehicle will be towed behind a motor vehicle on public roads. A towing vehicle must be suitable for that purpose and will tow only a vehicle of smaller or equal size and weight. The towed vehicle’s four-way (emergency) flashers must be on, if available. Taillights must be on (if still operational) and light devices must be free of dirt and unobstructed. Drivers will not use vehicles transporting ammunition or HAZMAT to tow other vehicles.

(18) In cases involving a risk of collision (poor visibility, inclement weather) while conducting tactical vehicle self-recovery operations off installation utilizing a like or larger vehicle with a vehicle specific tow-bar, vehicles will be moved to the closest rest area or safest location, while awaiting
recovery assets. They will not be transported for long distances, i.e. post to post or bypassing a rest area/safe location (Convoy Commander/Chain of command will make decisions accordingly).

(19) All personnel are briefed on the convoy speed limits for convoy routes and identified environmental hazards. Posted speed limits are not to be exceeded.

(20) Procedures are established to control vehicle operations during adverse road conditions.

(21) When a convoy must cross a surfaced road from a trail, road guards must be posted on either side of the crossing point to block on-coming traffic. The road guards will wear safety vests and carry lighting devices, such as flashlights or chem lights. Once the convoy has crossed the road, a detail will remove any mud, dirt or debris on the roadway as an accident prevention measure.

(22) Appropriate additional visual aids (e.g. “Fish-eye” mirrors, convoy signs, RAWLS, Delineator Plates, Flags) are installed on all applicable vehicles.

(a) Established operator-level maintenance TTPs to ensure that visual aids are adjusted to minimize blind spots before vehicle operation.

(b) Ensure that FMTV and HEMTT series vehicles are not dispatched without the authorized “Fish-eye” mirror installed and mounted properly.

(23) Ensure Vehicle Commander and Convoy Commander Certification requirements are maintained on every person who is assigned to a vehicle.

(24) Ensure sustainment training is provided to operators and vehicle commanders by qualified personnel in accordance with AR 600-55 and this regulation.

b. Crew Rest and Safe Driving.

(1) Drivers will not be assigned to drive an Army wheeled or tracked vehicle for more than 10 continuous hours in a duty period, including rest and meal breaks (AR 385-10). Commanders should restrict driving periods when adverse road or weather conditions exist. Other factors, such as the amount of driver training and the type of vehicle should be considered before mission execution. Unit commanders will develop, approve, and enforce unit crew rest and assistant driver scheduling policies using the following guidance.

(a) There will be a minimum of 1:3 drivers per vehicle when conducting 24 hour operations.

(b) Operators will be provided with at least eight (8) consecutive hours of rest during a 24-hour period. However, due to tactical considerations, it is the immediate supervisor’s responsibility to ensure drivers have sufficient rest prior to operating military vehicles. Commanders include sleep plan development as part of their planning and orders process.

(c) A qualified assistant driver will be assigned to a vehicle when more than 10 hours are needed to complete operations.

(2) Drivers will--
(a) Take at minimum, 15-minute breaks after every 2 to 3 hours of driving or after driving every 100 to 150 miles (160 to 240 kilometers), whichever comes first.

(b) Inspect their vehicles and ensure equipment and cargo are secure during in accordance with – 10 manuals.

(c) Not use headphones or earphones while driving Army motor vehicles. The driver and passengers will wear hearing protection, if so stated in the vehicle Technical Manual.

(d) Not consume intoxicating beverages within 8 hours before scheduled duty or during normal duty.

(e) Not eat, drink or use tobacco products in an Army vehicle while it is moving at any time.

(f) Not operate cellular phones, global positioning systems (GPS), or personal data assistants (PDAs) while operating Army motor vehicles.

(g) Maintain 75-100m separation distance during convoy operations during the day on highways. Drivers should maintain 50-75m separation distance at night, if travelling at slower speeds, when traveling in built-up areas, or when visibility is limited (rain, fog, snow, etc).

(3) Commanders may determine that additional rest periods are necessary when—

(a) Drivers encounter unusually poor weather or road conditions.

(b) Hazardous materials (HAZMATs) are being transported.

(c) Drivers are involved in prolonged or unusually difficult exercises or operations.

3-3. Operating Tracked Vehicles

a. Commanders will ensure tracked vehicles are escorted at all times while traveling on public highways, roads, or trails, both on and off installation. The escort vehicles will be wheeled vehicles and will adhere to the following guidelines in performing escort duties on/off installation:

(1) Will lead and follow tracked vehicles no more than 100 meters during the day.

(2) Will lead and follow tracked vehicles no more than 50 meters during the night and during times of limited visibility, at slower speeds.

(3) Will have a warning light system such as a RAWLS or a strobe light warning system.

(4) Will be marked at the rear with retro-reflective red and yellow delineator plates.

b. Ground-Guiding Tracked Vehicles. Two ground guides are required to guide tracked vehicles backward or moved within an assembly area or motor pool. If only one ground guide is available, a tracked vehicle may only be guided forward. Ground guides will be properly trained in according to FM 21-60, TC 21-305-20, and TC-306, per AR 385-10.

c. Engineer Equipment/Vehicles Operating at Supervised- or Controlled-Access Construction Sites. Before starting vehicle engines, drivers of graders, bulldozers, and other engineer vehicles
will walk around the vehicles to ensure the area is free of obstructions. When backing or maneuvering in controlled access construction sites, a signal person will be provided when the point of operation (includes area of load travel and area immediately surrounding the load placement) is not in full view of the vehicle, machine, or equipment operator; when vehicles are backed more than 100 feet; when terrain is hazardous; or when two or more vehicles are backing in the same area. Drivers of engineer vehicles will sound vehicle horns before backing. The sounding of horns before backing will be SOP while operating at supervised or controlled access construction sites, per AR 385-10.

d. Safety Requirements. Commanders will ensure--

(1) Communications between operator and track commander (TC) are fully operational. Operators are on “internal” only communications.

(2) Personnel use restraint devices or gunner harness and ensure they are operational.

(3) Every tracked vehicle will have a RAWLS.

(4) There are no individual movements of tracked vehicles; vehicles that cannot maintain pace or break down will move off of the roadway and await escort vehicles or integrate into a follow-on serial.

(5) Operators of tracked vehicles are to follow all licensing requirements for wheeled vehicles.

(6) Operators of tracked vehicles do not wear protective masks, chemical overboots, or NVG’s during operations on public roads, i.e. on/off installation.

(7) Operators use parking lights and their warning light system when tracked vehicles are stopped on or near public highways during dusk, dawn, or darkness.

(8) Personnel warn approaching motorists of a stopped vehicle by turning on the vehicles hazard lights.

(9) TC will use extreme caution and yield the right-of-way when making left turns on public roads.

(10) Disabled tracked vehicles being towed are escorted and illuminated properly.

(11) Highway warning devices (3) are issued to every vehicle, per TM, and are used according to HN requirements in emergencies, if traveling only off installation on public roads.

(12) Tracked vehicles are not started by towing. Slave cables with threaded male-to-female couplings will be used. Bare cable leads will not be used. Only vehicles parked side by side may be joined with slave cables. Vehicles parked front to front will not be joined with slave cables.

(13) Equipment stored in a vehicle is secured in accordance with unit standard load plans.

(14) Leaders enforce the wearing of appropriate hearing protection devices and protective headgear. Decals that state, "hearing protection required" will be placed in the crew compartments of tracked vehicles.
(15) TC alert the driver and crew and ensure they are out of the way before moving a gun turret.

(16) Observation personnel in tracked vehicles stay low (not higher than uniform-nametag level on the rim of the hatch cover).

(17) Tracked vehicle ramps are not lowered until the rear of the vehicle is clear.

(18) Safety latches are installed and used on tracked vehicles.

(19) Crewmembers will ensure combat-vehicle crewman helmets are functional and worn at all times when operating tracked vehicles.

(20) Personnel are briefed and trained on roll-over procedures prior to convoy movements.

(21) When in operation, all exit/ramp doors are unlocked and operational.

(22) Personnel enter armored personnel carriers only through the rear door or ramp. Climbing on tracked vehicles will be restricted to mission-essential activities.

(23) Their units have a written standard operating procedure (SOP) for vehicle recovery operations.

(24) Heaters in tracked vehicles have no leaks in the heater or exhaust ducts. At least one hatch will be open to prevent carbon monoxide buildup.

(25) Operators are at the controls when the engine of a tracked vehicle is running.

(26) Operators will not start tracked vehicles, unless the portable and fixed fire extinguishers are present and in operating condition.

(27) Smoking in tracked vehicles, or within 50 feet of tracked vehicles, is prohibited. Riding on top of tracked vehicles is prohibited.

(28) When vehicles and dismounted Soldiers are training together during darkness, the dismounted Soldiers will notify vehicle operators and TCs of the marking system in use.

(29) Personnel will not rest or sleep under tracked vehicles or within 50 feet of tracked vehicles.

(30) Prior to leaving a vehicle park or bivouac area, the TC will walk completely around the vehicle to check for personnel or other hazards in the vicinity of the vehicle.

e. Towing Tracked Vehicles. Commanders will ensure--

(1) Vehicles are not towed, if they can be repaired on site.

(2) The decision to tow a vehicle is made by one of the following:
   
   (a) An officer.
   
   (b) A senior noncommissioned officer (NCO) (E-7 and above, or responsible E-6, when
authorized by their battalion commander by name).

(c) A qualified unit motor sergeant.

(3) Towed vehicles have the final drive input shafts disconnected to prevent further damage. Only approved tow bars will be used. Cables or chains will not be used for towing when final drives are disconnected.

(4) Personnel do not ride on or in a tracked vehicle when towing.

3-4. Operating Wheeled Vehicles

Commanders will ensure--

a. Lead and trail escort vehicles are used for convoy operations.

Note: Escort vehicles will not transport trailers, when performing escort duties.

b. Escort vehicles are equipped with a RAWLS or strobe light warning system, mounted, so it is visible to approaching and passing vehicles.

c. Drivers operating vehicles carrying hazardous cargo (bulk fuel or explosives) are briefed on DD Form 626 (Motor Vehicle Inspection) and it is properly filled out. Form is available electronically at: http://www.apd.army.mil. Completed form will be given to drivers by the issuer of the hazardous cargo and maintained as part of the vehicle movement package. Drivers in convoys and individual vehicles transporting HAZMAT will have information and an emergency plan. The driver and TC/VC will be trained on hazmat transportation, within drivers training, and annotated on their license, per AR 600-55, para 4-13.

(1) The vehicle will have access to the necessary safety equipment/spill kit, for any emergency situation(s).

(2) Vehicles loaded with Hazard Class 1 will not be driven through or parked in or near administrative or populated areas, i.e. Commissary, Post Exchange, housing areas, motor parks, snack bars, wash racks). Vehicles loaded with Hazard Class 1 will use the most direct route to ranges or ammunition holding areas. Personnel will not take any high-explosive ammunition, i.e. C4, claymore mines, grenades, stinger missiles, into administrative areas.

(3) For hazmat transportation requirements, see para 7-5, h.

d. Headlights, taillights, reflectors, and reflecting tape are wiped clean at each stop.

e. Convoys moving on highways use the farthest right traffic lane. Hard shoulders (divided by a solid white line) should be used only for emergency stops. Controls are established to prohibit smoking within 50 feet of vehicles carrying explosives or flammable material.

f. Trailers are towed with safety chains attached to the towing vehicle. Trailer signals and brake lights must work. Drivers will attach trailer air hoses, according to the applicable operator’s manual.

Note: There will be no other equipment tied down and transported on the drawbar of any trailer.

g. Pre-accident plans are developed and briefed prior to operations.
h. All FMTV and HEMTT series vehicles are fitted with appropriate “Fish-eye” mirrors prior to dispatching and that these mirrors are adjusted by the driver and vehicle commander to ensure minimization of the blind spot in front of the vehicle.

3-5. Oversized/Overweight Vehicle Escort Requirements

a. Oversized/Overweight Vehicle. Outsized vehicles (greater than an FMTV series with a 5T capacity) are made up of vehicles that fall into either oversized or overweight categories. An oversized vehicle is a vehicle that is greater than 102” (2.6 meters) in width, 154” (4 meters) in height, or 275” (7 meters) in length. An overweight vehicle is a vehicle that exceeds 40 short tons (80,000 lbs.). These vehicles must have a RAWLS. See Appendix U for examples.

b. All oversized vehicle convoys, serials, and march units, consisting of one oversized vehicle or more, require an escort. The Commander will ensure that all oversized vehicle escorts are in compliance with this regulation and training will be incorporated into TC/VC certification program. These escorts will meet the following requirements:

1. Escorts will consist of a properly marked lead and trail vehicle. The lead vehicle should be commanded by the convoy commander, who will be trained in accordance with this regulation. If the convoy commander is not in the lead vehicle, they should be where they can best control the movement, but the lead vehicle will be at a minimum, an NCO. The lead vehicle will have direct communication with the crews of the vehicles and will be responsible for warning the crews of risks along the route. If a risk is identified along the route, the lead vehicle will either remove it or stop the convoy until the risk can be removed or mitigated. The trail vehicle will validate that the proper interval is being maintained and that the vehicle behind has not fallen out of the convoy. They will keep all crews notified of any situation that might pose a risk to the vehicle or the civilian population.

2. As per the Convoy Commander’s Checklist (Appendix C), all convoys of 25 or more vehicles are split into serials and serials into march units, as required.

3. All escort vehicles will have communications with all other escort vehicles.

4. The convoy commander will have communications with the vehicles being escorted.

5. Escort vehicles can be a MATV, JLTV, FMTV series, HMMWV series vehicle or smaller, as long as they have proper signs and a visible operational RAWLS.

6. All escort vehicle identification, such as lights, flags, placards, etc. will be in accordance with this regulation. When using convoy signs, ensure they are properly placed, not to obstruct the headlights or tail lights.

7. MP support should be utilized for oversized convoy escort missions, if available.

8. If vehicles have stopped for a long period of time (longer than 5 min) on the road or a shoulder of a highway, the trail escort will position themselves 50-100 meters from the last vehicle, safely dismount the vehicle with a road guard vest on, set up warning triangles accordingly, and ensure traffic is properly warned. When returning to the road, the trail escort will ensure all traffic is clear and communicate to the rest of the vehicles. The lead escort will ensure all vehicles are ready and continue mission.
(9) Movement Control Teams (MCTs) will coordinate with the KNP through the local Provost Marshall prior to oversized vehicle movements. Such coordination should include the use of TCPs, when and where needed. If KNP support for TCPs is unavailable, MSCs are required to establish TCPs along the movement route of oversized vehicle convoys.

(10) Escorts will be used when any sensitive items, sensitive equipment or Controlled Cryptographic Items (CCI) are transported by military or commercial carriers. Drivers or escorts must be US soldiers and at least one must remain with the cargo at all times.

3-6. Convoy Clearance Procedures

a. Convoy Clearance Numbers (CCN). CCN’s are granted to units via the Combined Highway Clearance Request (CHCR) process managed by 25th Movement Control Battalion. See Appendix T for example movement request flow chart.

b. For any off-installation convoy movement, units need to submit a CHCR (CHQ Form 25EK), no later than seven working days prior to the movement. See Appendix F for example request and Appendix T for flowchart. To get the most up to date information, their website for reference is: https://army.deps.mil/army/cmds/19ESC/MSCK/25th/SitePages/Home.aspx.

c. The following are the requirements for CHCR requests (off installation); See Appendix W for examples:

(1) One or more tracked vehicles operating under own power.

(2) Any oversized/overweight vehicle. Outsized vehicles (greater than an FMTV series with a 5T capacity) are made up of vehicles that fall into either oversized or overweight categories. An oversized vehicle is a vehicle that is greater than 102” (2.6 meters) in width, 154” (4 meters) in height, or 275” (7 meters) in length. An overweight vehicle is a vehicle that exceeds 40 short tons (80,000 lbs). These vehicles must have a RAWLS.

(3) Four (4) or more wheeled vehicles.

(4) Any vehicle, to include NTV’s, during peacetime only, carrying weapons, armed Soldiers, or towing weapons, which is not part of a convoy.

(5) Any vehicle transporting hazardous cargo. The following are examples:

(a) Bulk fuel vehicles.

(b) Any vehicle carrying ammunition larger than .50 cal. rounds.

Note: FMTV series with a 5T capacity or below, carrying ammunition .50 caliber and below, not meeting any other requirement for a convoy clearance, do not require a CCN.

d. Emergency CCN Request.

(1) Units submit emergency CCNs (i.e. recovery missions and emergency re-supply) requiring CCNs through their MSC, BDE, or BN S4s to the SPO and will process the required paperwork and coordinate with the MCT for the CCNs.

(2) Late submissions (<5 working days of departure) require a letter of lateness signed by
an O5/GS13 in the requesting unit’s chain of command. Recovery and emergency resupply missions do not require a letter of lateness.

3-7. Other Requirements

a. All movements will be rehearsed prior to any movement. The rehearsal can be conducted on a sand table or a detailed map that can portray all critical points along the route. Moving unit’s rehearsals will be supervised by a leader at a minimum of one echelon above the level of the unit doing the rehearsal, for example, the company grade officer will supervise a platoon movement. When time does not allow for a rehearsal by a leader one echelon above, the convoy commander will rehearse the move with the drivers and TCs, at a minimum.

b. A thorough risk assessment (DD Form 2977) will be completed prior to any movement. The risk assessment will be tailored specifically to the mission taking into consideration the experience of the drivers, the age and condition of the vehicles, amount of sleep drivers have had, and other risks specific to the mission. Units will not use a standard pre-assembled risk assessment of general threats that might occur during the move.

c. Prior to any movement, the convoy commander will execute a convoy/safety briefing. The briefing may be given from a pre-printed form addressing the route, time of movement, weather conditions, and current physical situation of the route. A written record of the safety briefing will be maintained for seven days after the movement. See appendix B for a sample convoy brief, which includes information, to include in the convoy brief.

d. Convoy commanders will turn in completed checklist (Appendix C) to the battalion or separate company headquarters prior to movement. These checklists will be retained on file for one year. Convoy checklist must be in compliance and will be included in vehicle accident investigations.

e. As the movement is executed, the parent unit will call in the start point (SP) and release point (RP) report to their unit TOC. The initial SP report will include confirmation that a safety briefing was conducted.

f. All tactical vehicles are required to have working tactical comms (Cell phones are not considered tactical comms). If units are in the process of acquiring tactical comms normally used in vehicles, MBITRs or Motorola’s may be used in the interim, per 8A CoS guidance.

3-8. Movement Times for Tracked and Wheeled Vehicles

a. Tracked vehicles. On Training Areas: Tracked vehicle movements will only take place with prior approval of the Battalion Tactical Operations Center (TOC) in training areas only. 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. Off Training Areas: When military vehicles moved by commercial vehicles such as low-bed or regular trailers require a highway clearance, which the contractor is required to obtain these permits from civil authorities. Tracked vehicle moves as part of a military movement, crossing any public road, whether transported by a Heavy Equipment Transports (HET) or moving under its own power, must have an approved convoy clearance from 25th Transportation Battalion with verified notification to local municipalities. Tracked vehicle movements will only take place with prior approval of the unit’s Battalion TOC. All tracked vehicle military movements crossing public roads, or between Garrison and the Training Area will be accomplished via HET during the hours of 2000-0600 in accordance with USFK Reg 55-37.
b. Wheeled vehicles. The following restrictions and guidelines on wheeled vehicles are to be followed accordingly:

(1) Tactical movements during the hours of 2000 to 0600:
   (a) HET movements will only move during these timelines.
   (b) If traveling in a convoy (4 or more vehicles) that has to travel through Area II, must clear Seoul by 0500 hours. See Appendix X for examples.
   (c) If traveling in all Areas with seven (7) or more vehicles.

(2) No more than six (6) vehicles (attached to trailers), will be allowed to drive at all hours of the day, except through Area II. See Appendix X for restricted movement.

**Note:** Escorts will not transport trailers.

**Note:** Refer to CHCR process and guidelines in para 3-6 and/or Appendix T.

c. 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.

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

### 3-9. Maximum Speeds for Normal Driving Conditions

a. Vehicle operators will not drive at a speed greater than or prudent under road and weather conditions and with regard to the actual and potential hazards. The maximum speed limits per USFK Regulation 190-1 are shown below. Military vehicle operators will not exceed maximum speed limits.

(1) Within a city, community, or built-up area: 35 MPH/56 KPH.
(2) Outside a city, community, or built-up area: 40 MPH/64 KPH.
(3) School zones: 15 MPH/24 KPH.
(4) Parking areas, motor pools, and aircraft parking areas: 5 MPH/8 KPH.
(5) Expressways and toll roads. The minimum speed will be as posted. The maximum speeds are as follows:

   (a) Speed of Vehicles. Tactical vehicles will not exceed the following speeds:

      - Four lane expressways, 50 MPH/80 KPH.
      - Three lane expressways, 36 MPH/60 KPH.
      - National highways 36 MPH/60 KPH.
• Two lane highways or secondary roads, 24MPH/40 KPH.

(b) All tactical vehicles will proceed on the far right lane of the toll booths, at speeds between 5-15 MPH/8-24 KPH. When approaching the toll booth, vehicles will slow down to an idle speed, stop, and receive/turn in ticket. Tactical vehicles are not authorized to use the “Hi-Pass” lane and will not travel in the bus lane. See Appendix P for tollbooth ticket annotation.

b. Vehicles will not be operated at such a slow speed that they impede the normal and reasonable movement of traffic except when reduced speed is necessary for safe operation or in compliance with the law.

c. Vehicle operators will not participate in any race, speed competition or contest, drag race or acceleration contest, test of physical endurance, exhibition of speed or acceleration, or any event for the purpose of setting a speed record. Additionally, operators are prohibited from participation in any race, competition, contest, test, or exhibition unless approved as an authorized sporting competition by appropriate ROK or U.S. authorities.

Chapter 4
Risk Management/Risk Assessment

4-1. Training Route Risk Assessment Process

a. Risk Management. Risk management is a process that assists decision makers in reducing or offsetting risk by systematically identifying, assessing, and controlling risk arising from operational factors and making decisions that weigh risks against mission benefits. Risk is an expression of a possible loss or negative mission impact stated in terms of probability and severity. The risk management process provides leaders and individuals a method to assist in identifying the optimum course of action. Risk management must be fully integrated into planning, preparation, and execution. Commanders are responsible for the application of risk management in all military operations. Risk management facilitates the mitigation of the risks of threats to the force—any opposing force, condition, source, or circumstance with the potential to negatively impact mission accomplishment and/or degrade mission capability. Managing risk is critical for all operations.

(1) No unnecessary risk is acceptable. An unnecessary risk is a risk that could be reduced or eliminated without changing essential mission values. Leaders who have the authority to accept risk are responsible for protecting their Soldiers from unnecessary risk.

(2) Risk decisions will be made at the appropriate level of command. Leaders who will be held directly responsible for decisions, should make the decisions. Small-unit commanders and leaders will make risk decisions in combat and should make risk decisions in training.

(3) A risk is acceptable only when the risk benefits outweigh the risk costs. Leaders will understand and be prepared to take necessary risks to accomplish their missions.

b. Risk Mitigation. Roadways in the ROK are highly congested with traffic and personnel. At any time of the day or night, people of all ages are walking along roadways. Leaders and vehicle operators assigned to Korea must learn to fully appreciate the hazards associated with the mix of pedestrians and traffic and take action to mitigate this factor at all times during vehicle operations on public accessible roads.
Table 4-1
Risk Acceptance Authority for Mission/Task (DA Pam 385-30)

<table>
<thead>
<tr>
<th>Category of Risk</th>
<th>1 month or less</th>
<th>1 month to 1 year</th>
<th>More than 1 year, less than 5 years</th>
<th>Permanent or greater than 5 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extremely high risk</td>
<td>General Officer (GO)</td>
<td>CG Eighth Army</td>
<td>CG Eighth Army</td>
<td>CG Eighth Army</td>
</tr>
<tr>
<td>High risk</td>
<td>Brigade Commanding Officer (CO) or responsible O6</td>
<td>GO</td>
<td>GO</td>
<td>GO</td>
</tr>
<tr>
<td>Medium risk</td>
<td>Battalion CO¹ or responsible O5</td>
<td>Brigade CO¹ or responsible O6</td>
<td>GO¹</td>
<td>GO¹</td>
</tr>
<tr>
<td>Low risk</td>
<td>Company CO or responsible O3</td>
<td>Battalion CO¹ or responsible O5</td>
<td>Brigade CO¹ or responsible O6</td>
<td>Brigade CO¹ or responsible O6</td>
</tr>
</tbody>
</table>

Legend for Table 1-2: In organizations led by civilian leaders, equivalent civilian grades may be substituted for military ranks. See table 1-3.

Notes:
1. May delegate in writing to accept risk at the next lower command level.
2. The risk approval authority may be different within theaters or commands. Commanders may reserve the right to approve certain missions (despite a lower residual risk).

Table 4-2
Military - Civilian Equivalent Grades

<table>
<thead>
<tr>
<th>Military Rank</th>
<th>O-7 through O-10</th>
<th>O-6</th>
<th>O-5</th>
<th>O-4</th>
<th>O-3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civilian grade</td>
<td>SES-1 through SES-6</td>
<td>GM-15/GS-15</td>
<td>GS-13 and GS-14</td>
<td>GS-12</td>
<td>GS-10 and GS-11</td>
</tr>
</tbody>
</table>

c. Leader Responsibilities - General.

(1) Employ the five-step risk management process as outlined in ATP 5-19. Detect hazards and risks associated with operations. Identifying risks involves looking closely at each phase of training or operations.

(2) Assess risks and determine risk implications. Leaders will consider the likelihood of a mishap and the degree to which injury or equipment damage is possible. A low chance of something happening with a high probability of minor injury is a low risk. A low chance of something happening with a high probability of a fatality is a high risk. Leaders must understand facts before deciding whether or not to take a risk.

(3) Commanders must ensure that a risk assessment has been made of each wheeled and track vehicle mission, regardless of the number of vehicles involved, and controls implemented, before starting the mission.

(a) The assessment will focus on:
• Vehicle operator experience.
• Vehicle operator training.
• Vehicle operator rest and work cycle.
• Availability and necessity of assistant drivers.
• Distance, duration, and complexity of mission.
• Expected seasonal and other environmental factors (rain, snow, mud, fog, etc.).
• Expected physical factors, such as routes and available rest areas.

(b) For each hazard identified during the risk assessment, develop one or more controls that will eliminate or reduce the risk of the hazard.

(c) If the hazards are not eliminated and residual risk remains, make a risk decision at the appropriate level of authority.

(d) Evaluate the mission to determine if the risk controls and related decisions were effective. Revise future controls if indicated. Share lessons learned. Develop risk control alternatives and make risk decisions. When risk elimination is not possible, the leader will control risks without sacrificing essential-mission requirements.

  i. Risk control alternatives may include--
    o New or revised task standards.
    o Operational procedures and parameters.
    o Training requirements.
    o Maintenance standards.

  ii. Making decisions may include--
    o Selecting controls.
    o Trading off mission elements against risk controls.
    o Making a final decision as to whether or not controls are adequate to make a risk acceptable, considering mission benefits.

  (e) Implement risk control measures. Leaders will integrate procedures for controlling risk into plans, orders, standing operating procedures (SOP), preliminary training, and other channels that ensure procedures are used during operations. The chain of command will be involved in implementation.

  (f) Supervise operations. Leaders will employ supervision techniques used for overall
operations (such as spot checks and performance indicators) for risk control. Identification of ineffective countermeasures restarts the risk assessment process.

(g) Evaluate operational results, including the effectiveness of risk management controls.

(h) Responsible for ensuring all tenants of this regulation are met for the movement of all tactical vehicles.

(i) Risks associated with vehicle and convoy operations in the KTO.

- Pedestrians walking along or crossing major highways, roads, and trails.
- Pedestrians and vehicles operating along narrow roads and alleys through villages and town areas.
- Slow moving farm vehicles and construction equipment traveling on major highways, roads, and trails at all hours of the day and night. Korean farm vehicles do not always have rear lights or markers. This is particularly hazardous during the planting or harvest seasons. Expect these farm vehicles to deposit mud or debris along highways and roadways while traveling between fields and towns.
- Fast moving and erratic vehicular traffic on all roads and even trails.
- Road construction sites without warning devices.
- Road construction and building activities initiated at any hour of the day or night that evade route reconnaissance and impede or endanger convoy movements.
- Intersections without traffic control (TC) systems.
- Heavy fog in isolated valley areas within which indigenous personnel do not take extra safety precautions.
- Traditional vacation and cultural sites where large groups of indigenous personnel gather and move about at will night and day (for example, mountain climbing areas, parks, and streams).
- Center or shoulder lines are not always marked on Korean roadways.
- Four-way intersections may be marked with yellow flashing lights on all four sides. This requires special attention as to the other drivers’ intent prior to entering the intersection.
- Shoulders of Korean roads are not always present because of erosion and farming, and may pose a hazard under all driving conditions, particularly at night.
- School buses are not always equipped with flashing lights or stop signals. In some cases, there are civilian vans that are not marked as school buses. Special attention should be taken when passing any small or large bus, as it may be a school bus that may stop without warning and discharge children.
During monsoon season, flooding is common on roadways near streams and rivers. Flooding also occurs in low-lying urban area where water runoff accumulates.

Power and/or telephone lines are not a standard distance above or from the road and should be considered during route reconnaissance.

Awnings of buildings may protrude over the road.

4-2. Planning/Risk Management Factors
Training convoy movements will be conducted as safely as possible while ensuring the least possible degradation to the realism of the training being conducted. We “train as we fight” and must not conduct training that has no value or becomes negative reinforcement. In developing convoy movement plans and risk assessments, unit commanders and convoy commanders must consider the following factors below when developing training convoy movement risk assessments and establishing control measures.

a. Type of movement.

(1) Tactical move. Does the movement directly relate to the tactical scenario being conducted? Tactical movements directly related to the training scenario normally occur in areas where public access is low or non-existent. Movements in these areas will be conducted as safely as possible. However, to ensure “train as you fight” standards are applied; movements must be as unburdened as possible. Examples of these type of training events include movement to contact, logistics re-supply to forward forces, retirement of forces from the scenario to a rear area, and repositioning of forces from a tactical assembly area (TAA) to the forward area in preparation for employment.

(2) Administrative move. Is the movement administrative, but in support of the training being conducted? Movements either indirectly related or not related at all to the scenario will normally will be performed in areas where public access to roads is high. Safety will be emphasized in these areas. Examples of these types of training events include, moving logistics between locations in the rear area, moving units into the training area in preparation for future employment, and administrative movements between the training area and home station.

b. Type of vehicles within the convoy. Heavy equipment, tracks, and oversized vehicles require special consideration when conducting movements in training areas. Vehicles that are constructed, such that they prevent full driver view ahead must have special precautions in place to ensure their safe movement. Vehicles with hazardous cargo will still be required to meet the provisions of those regulations that govern HAZMAT movement.

c. Type of routes to be used by the convoy. Each type of route that the convoy will encounter requires varying levels of safety application.

(1) Training only. These routes have no public access and safety requirements normally applied during training events will apply.

(2) Routes with public access. Safety requirements on these routes must be stringent. By their nature and due to their isolation over the years, minimal road improvements have been made and next to no safety measures instituted (such as crosswalks, walkovers and railings). Roadways are normally narrow two-lane hardtop roads with no shoulders. They are widely used by pedestrians, farm implement traffic, farm-to-market vehicles, cross-corridor personal vehicular traffic, and by construction equipment. These routes are winding with numerous blind corners and
extremely narrow in built up areas with buildings/structures adjacent to the roadway. In some cases, building doorways literally open into the traffic zone. Traffic warning signs are limited and TC measures (such as stop signs, yield signs and traffic lights) are minimal.

d. Route characteristics.

(1) Bridges and bypasses. Does the route have bridges that are not crossable by a vehicle(s) in the convoy? The convoy commander must establish procedures that maintain convoy integrity and prevent hazards to the general public.

(2) Restrictive terrain. Does the route traverse a built up area that is restrictive for a vehicle(s) in the convoy? HET and Heavy Expanded Mobility Tactical Trucks (HEMTT), for example, cannot negotiate turns in many small village or town areas. Detours must be planned in these cases that ensures safety of personnel and property, and maintains convoy integrity.

(3) Road surface. Many public access roads within training areas are dirt surfaced. Convoys of heavy vehicles or tracks create heavy dust that severely limits driver visibility. In all cases, speed limits on these type roads must be kept at a minimum. Convoy commanders must be especially cautious when encountering civilian traffic or pedestrians.

(4) Fog areas. Fog occurs in predictable areas and, in many cases; the local populace knows exactly where it will occur during each season. The predominance of vehicular traffic in Korea does not take extra precautions when driving in fog and present a definite hazard. Unfortunately, pedestrian traffic is much the same way. Convoy movements during fog are generally prohibited except when visibility is at least 100 meters. For planning purposes, routes that are normally susceptible to fog will not be used in high-fog condition periods.

e. Time of movement. Public access roads in Korea have density periods as everywhere else. When planning convoy movements, consider the following times and type densities of traffic to avoid high-risk moves.

4-3. Running Risk Assessments
In most cases, common sense applies when conducting convoy movements. However, this requires that convoy commanders are aware of the risks involved and the consequences of not addressing each one. For Korea, there are numerous risks that evolve minute by minute on roadways that cannot be recognized during an earlier route reconnaissance. It is incumbent upon the convoy commander to recognize risks immediately and take the proper action to ensure safety. It is also incumbent upon vehicle commanders to recognize these risks and take appropriate action as well.

a. Common risks include--

(1) Pedestrians stepping onto the roadway from a blind area. This can occur at any point along the convoy and not necessarily in front of the lead vehicle. Each vehicle operator must be aware of this possibility and ready to react if it occurs.

(2) Pedestrians walking in dark clothing along narrow roadways without shoulders in the same direction as the convoys are moving. These pedestrians culturally expect the vehicles to take appropriate actions to avoid them - and not the reverse.

b. Other risks include:
(1) High speed vehicles.
(2) Disabled commercial vehicles.
(3) Farm animals.
(4) Blind curves.
(5) Uncontrolled intersections.
(6) Unattended children.
(7) Demonstrations.

c. Actions upon encountering unexpected risks. First and foremost – stop the convoy and assess the situation.

Chapter 5
Training Movements Accidents/Incidents Procedures
Accident Reporting and Emergency Procedures

a. In the event of an accident, notification, reporting requirements and suspense’s are codified in AR 385-10 and DA PAM 385-40. In addition to the requirements in AR 385-10 and DA PAM 385-40, the convoy commander or senior person on the scene will—

(1) Determine if anyone is injured.
(2) Render immediate emergency first aid.
(3) Move injured personnel to a safe area if additional injuries will not occur.
(4) Call for additional medical assistance or MEDEVAC, if necessary, using the standard nine line.
(5) Notify the unit chain of command (including the unit TOC) of the accident per unit SOP.

b. Unit will contact the MPs and prepare an initial Serious Incident Report (SIR).

c. If the accident involves a Korean National or the property of a Korean National or the Korean Government, the MP or Civil Military Affairs office will immediately contact the Korean National Police.

d. Personnel involved in the accident are recommended to wait for the MPs to arrive. However, if personnel need to confront any local civilian personnel involved in the accident, they will not get aggressive or hostile. If the situation becomes hostile, the personnel involved in the accident/incident will get back into their vehicle, if safe to do so.

e. Prepare and fill out accordingly the SF 91 and/or DD Form 518.

f. In accordance with USFK Pam 385-2, a warning device (triangle or flares) will be placed on the roadway at least 100 meters during the day and 200 meters at night, to the rear of any traffic
hazard such as a disabled vehicle, construction activity, or other repair work such as telephone or electrical line. Based off location, warning devices will be placed at a distance where oncoming traffic is warned as they approach the traffic hazard. See Appendix O.

g. After unit reporting and the accident investigation/analysis is complete, it will be at the commander’s discretion to revoke the license and/or implement remedial driver’s training, in which the organizational Master Driver will be informed IAW AR 600-55, para 4-7 and para 6-5, f. (2).

Chapter 6
8A Tactical Vehicle Roadside Inspection Program

6-1. Purpose
To provide guidance for non-compliance of Roadside Inspections. The intent of the 8A Tactical Vehicle Roadside Inspection Program is to support the commander’s assessment of unit compliance with operating military vehicles IAW applicable standards. This is to ensure our Soldiers are safe, trained, licensed and have the proper equipment. The Roadside Inspection Program is specifically designed to validate operator level Preventive Maintenance Checks and Services (PMCS), Quality Assurance/Quality Control (QA/QC) for PMCS, dispatch procedures and motor vehicle safety.

6-2. Roadside Inspection

a. Operator Qualifications. Soldiers operating tactical vehicles must possess a valid U.S. Driver’s License, a valid operator’s permit (DA Form 5984-E) and a STANDARD TMP License (OF 346). The permit must identify the various types of equipment the Soldier is trained to operate. The permit (Standard, Learners’, Incidental or Limited) must be signed by the current Commander and Soldier, authenticating authorization for the Soldier to operate military equipment. Learners’ permits are valid for ninety (90) days from the date of issue. Soldiers possessing a Learners’ permit must be accompanied by a licensed operator and will not be driving for mission purposes, unless approved as part of training.

b. Equipment Record Folder. Equipment record folders are evaluated for proper documentation, applicable to the above referenced, which must include:

(1) DD Form 518 (2 each) Accident-Identification Card.

(2) SF 91 (2 each) Motor Vehicle Accident Report.

(3) DA Form 5988-E Equipment Maintenance and Inspection Worksheet or DA Form 2404 Equipment Inspection and Maintenance Worksheet, filled out accordingly.

(4) DA Form 5987-E Motor Equipment Dispatch (EGA) or DD Form 1970 Motor Equipment Utilization Record. Equipment Utilization Record are the only authorized documents to dispatch equipment. Alert Dispatches (DA Form 5987-1-E) can be utilized, but should only be used for one time usage.

(a) Dispatches can be valid for more than 30 days, but every unit needs to adhere to their Battalion or Brigade Standard Operating Procedures (SOPs).

(b) Dispatches must be, at a minimum, signed by an authorized representative or the unit commander, before leaving their area of operation, i.e. motor pools.
(c) Operator names should be listed digitally on the dispatch, along with the designated operator’s signature. Alternate operators that are not listed, may also print and sign their name, only if their license has been verified by the senior occupant or unit leadership.

(5) DD Form 2977 Risk Assessment Worksheet pertaining to the mission.

c. Quality Assurance / Quality Control. The QA/QC program is an integral part of the overall maintenance management system. Commanders must incorporate 8A Roadside Inspection checklist in unit dispatch QA/QC procedures. Commanders must ensure dispatched equipment’s daily PMCS are being performed, before the equipment is placed into operation. The daily PMCS performed will be annotated on a DA Form 5988-E or DA Form 2404. This action will be performed by the vehicle operator and verified by the first line supervisor.

d. Safety Equipment. Vehicles found with missing or faulty safety equipment during roadside inspection will be annotated on the Inspector’s checklist. The vehicle will be recovered by the unit and returned to the unit motor pool or have the missing/faulty equipment delivered by the operator’s chain of command (Commander or First Sergeant). At a minimum, the vehicle will contain the following items:

(1) Serviceable fire extinguisher(s) rated B/C with annual inspection tag IAW specific vehicles’ Technical Manual; 1 each per vehicle or 2 each per vehicle carrying hazmat material IAW CFR 49.

(2) Serviceable highway warning kit (3 warning triangles).

(3) Complete and serviceable first aid kit or Combat Life Saver (CLS) Bag.

(4) Troop safety strap (if transporting Soldiers).

(5) Vehicle Basic Issue Items (BII).

6-3. Roadside Inspection Procedures

a. Tactical vehicles will be followed to a safe location and the 8A Inspection Team will inform personnel to turn off and dismount the vehicle.

b. Vehicle operator and occupants will be required to be courteous and cooperate with evaluators. The evaluators will inspect all documentation, vehicle and equipment, per checklist.

c. Vehicles with deficiencies or at fault documentation, safety or Non-Mission Capable that cannot be corrected on the spot, will contact someone within their chain to fix the deficiencies accordingly.

6-4. Reporting Procedures

a. Results of the roadside inspection will be annotated on the 8A Tactical Vehicle Roadside Inspection Checklist. The operator and the TC/VC will be briefed on their faults or deficiencies and will receive a copy of the checklist.

b. The inspection team will provide the 8A Safety Director with electronic copies of roadside inspection within 24 hours. The 8A Safety Office will provide the electronic copies of the roadside
inspection to the 8A Chief of Staff (CofS) within 48 hours after receiving inspection results.

c. 8A CofS will forward the results of the roadside inspections to the owning command’s key leadership for situational awareness, or as he/she deems necessary.

d. Units receiving unsatisfactory results will Reply by Endorsement (RBE) to their higher HQs. RBEs will be submitted within 72 hours for each vehicle receiving an unsatisfactory rating during all 8A Roadside Inspections. The RBE will outline actions taken and appropriate steps implemented to prevent future deficiencies.

e. Roadside inspections are conducted under the authority of the 8A Commanding General. The results of the roadside inspections will be briefed monthly during the Monthly Sustainment Readiness Review (MSRR). Units with unsatisfactory ratings will brief actions taken to correct deficiencies.

f. Division (DIV) or Major Subordinate Commands (MSCs) will periodically and randomly observe roadside inspection activities within their organizations.

Chapter 7
8A Master Driver Program

7-1. Purpose
The 8A Master Driver Training Course (MDTC) is a critical component of the overall 8A Training Program. The program provides the Commanding General and their subordinate elements with a training and certification tool to accurately assess their units’ readiness and prepare their Soldiers for tactical vehicle operations. The program is designed to produce skilled noncommissioned officers to fill the role of unit Master Driver as well as train safe and effective drivers across the peninsula. 8A maintains a peninsula wide standardized master driver training program that produces capable and effective trainers and drivers IOT maintain readiness and execute mission requirements.

7-2. 8A Master Driver Training Course
8A MDTC will prepare assigned Master Drivers (MDs) to fulfill many responsibilities associated with the Army Driver and Operator Standardization Program and military vehicle driver’s training & licensing, per AR 600-55.

7-3. Responsibilities

a. 8A establishes a standardized master driver training course that produces capable and affective trainers and drivers IOT maintain readiness and execute mission requirements.

b. MSC Commanders:

(1) Ensure that each MSC, battalion, and unit/battery has at least one Master Driver (MD). All designated MDs must have attended the 8A MDTC, and their drivers training programs must be structured and synchronized across 8A.

(2) Ensure training is properly equipped with the tools needed to provide a standardized and effective block of instruction.

(3) Ensure MSC and 8A standardization of reporting and inspection procedures are fully
understood.

(4) Ensure a certified 8A Master Driver (E-7 or above) is provided and maintained for 8A CIP inspections. Oversees and inspects all subordinate Master Driver Programs.

(5) Provide and maintain a certified 8A Master Driver at all levels.

(6) Reduce specific “at risk” military vehicular traffic issues by outlining directed measures in the Master Driver Program.

c. 2ID/19ESC:

(1) Provide a certified 8A Master Driver Trainer, E-6/above, 88M ASIM9 (if available), to serve as the program proponent for 8A MDTC’s.

(2) Will teach personnel accordingly from all MSC’s.

(3) Maintain a valid 8A Master Drivers Training Course IAW Department of the Army and 8A training doctrine.

(4) Coordinate with 8A Command Safety Office for training updates, annual scheduling and submission of student names.

7-4. Master Driver Concept
8A’s goal is to have at least one qualified Master Driver (MD) at the unit, battalion, brigade, and division level. MSCs may add to the prerequisites for becoming an MD, but not reduce them. Selecting MDs, noncommissioned officers and above, is essential for establishing quality programs and training is being conducted properly.

a. 8A certified MDs:

(1) Will be in the rank of E-5/above.

(2) Are primary certifying officials of drivers and operators.

(3) Inspect, verify, develop, coordinate, and execute unit drivers/operators training in accordance command guidance and all applicable regulations.

(4) Will be appointed in writing to the appropriate level MD, primary or alternate.

(5) Will be appointed in writing as a License Examiner (LE) and/or License Instructor (LI) on specific variant of vehicle(s) or equipment.

(6) LI and/or LE identified to test and/or instruct, do not have to be a certified 8A MD if there is one already certified at the unit level. The certified 8A MD will have oversight of the LIs and LEs.

(7) If appointed as a BN MD, they will be in the rank of E-6/above, or GS-7/above (ASI M9), per AR 600-55, para.1-4, j.

(8) If appointed as a BDE MD, they will be in the rank of E-7/above, or GS-7/above (ASI M9), per AR 600-55, para.1-4, i.
(9) KATUSAs are not eligible.

(10) KGS-7/above will be allowed to attend the 8A MDTC and be appointed as a Master Driver, as long as they have been appointed by their perspective Commander.

b. All units across 8A and ROK are capable of establishing, maintaining and executing a standardized drivers training, per AR 600-55, which outlines the processes and requirements for driver/operator selection, training, testing, licensing, and sustainment training. The program results in safe, trained, and licensed operators. 8A commanders will the following items have been verified, prior to receiving a license:

(1) Commander’s Interview.

(2) Valid U.S. Driver’s License has been verified.

(3) OF 346 STANDARD (Valid in Korea).

(4) Intermediate Traffic Safety Course for Soldiers 25 years of age and under has been scheduled for identified personnel.

Note: For example driver’s packet, see Appendix S.

c. 8A Safety Command Office (8A Master Driver):

(1) Certify the tasked 2ID/19ESC MDTC Instructors and appoint in writing.

(2) Manage all requests for 8A Master Driver Training Course(s).

(3) Distribute course dates to all MSCs as they become available.

(4) Conduct annual CIP inspection of MSC Master Driver Training Programs, to include checking at least one of their subordinate battalions. Provide inspection results to the MSC Master Driver.

(5) Provide all assigned MSC Master Drivers with changes to training regulations that pertain to drivers training and any associated programs as they become available.

(6) Review and validate the program of instruction (POI) for the following programs:

(a) Master Driver Training and Certification Program.

(b) Track Commander (TC) and Vehicle Commander (VC) Certification.

(c) Convoy Commander (CC) Certification.

7-5. Driver’s Training Program

a. Initial Operator Training, Phase I, will provide classroom training on the minimum tasks:

(1) Course overview and applicable regulations/publications.

(2) Military licensing (to include POV, NTV, and tactical vehicles) /required forms.
(3) U.S. Installation and South Korea traffic laws/road signs.

(4) Operator and Government liabilities.

(5) HAZMAT, ammo handling/transportation, environmental considerations.

(6) Seasonal driver training that includes local area hazard training. Ensure that the PPT “Winter Driving in Korea” is conducted with all personnel that have a military license.

(7) Convoy operations, including night operations.

(8) Ground guide procedures.

(9) PMCS, Worksheet, dispatching procedures.

(10) Safety regulations.

(11) Risk Management, Safe driving practice, accident avoidance, rollover training.

(12) Response to emergency situations/reporting procedures, i.e. vehicle accidents.

(13) Road Test procedures.

(14) Off road operations.

(15) 8A Roadside Inspections/Checklists.

(16) Written exam(s).

b. MSCs are encouraged to use videos and other training enablers available online or at your local training facility to maximize the effectiveness of training. If personnel are training on MATVs or MRAPs within their organization, it is highly recommended to use the MRAP Egress Trainer, located at USAG-Humphreys, Vandal Facility, Bldg. 6110.

c. Equipment Training, Phase II, will provide classroom and hands on training on the minimum tasks:

(1) Introduction of the specific vehicle.

(2) Specific vehicle written exam.

(3) Drive in usual/unusual conditions.

(4) Self-recovery methods.

(5) Special capabilities.

(6) Use of Training Circulars (TCs) is needed to set up and perform driving tasks.

d. Training Validation/Performance Road Test, Phase III, is the culminating event to certify a trainee is proficient at operating the vehicle or equipment.
e. Driver’s Training courses are generally 5 days, but there is no certain time requirement. Commanders are authorized to modify training accordingly, but all listed tasks above are the minimum requirements. Master Drivers will reference AR 600-55, para 4-3/Appendix E for a better explanation of Phases I/II/III.

f. After all training and testing has been completed, all proper documentation is filled out, signed by appropriate personnel, and will be filed accordingly, per AR 600-55 and AR 611-5.

g. Master Drivers will identify personnel, 25 years old and under, within their units that have not taken the Intermediate Traffic Safety Training Course (DoDI 6055.04, HSPG NUMBER 4). This course will provide and reinforce a positive attitude toward driving, individual responsibility, correct response to routine and emergency driving situations, and sharing the road safely with other road users. This education course is conducted by an IMCOM affiliate. Personnel will register for the course at the following website, https://imc.army.mil/airs/usg_disclaimer.aspx.

h. Hazardous training and certification will be conducted for the following personnel:

(1) Transporting ammunition, the driver and TC/VC will be qualified in the following:

   (a) Licensed on the vehicle.

   (b) Ammo 67 qualified (expires 2 years); Hazmat Familiarization/Safety in Trans 9E-F69/920-F37 (DL).

   (c) Ammo 45 qualified; Introduction to Ammunition 9E-F67/920-F35 (DL).

   (d) Ammo Handler Certified, per AK Reg 700-3.

   (e) Vehicle will have (2) fire extinguishers readily available.

(2) Transporting bulk fuel, the driver and TC/VC will be qualified in the following:

   (a) Licensed on the vehicle.

   (b) Fuel handler certified (40 hour classroom instruction).

   (c) Ammo 67 qualified (expires 2 years); Hazmat Familiarization/Safety in Trans 9E-F69/920-F37 (DL).

   (d) Vehicle will have at a minimum of (2) fire extinguishers readily available; (1) 4 lb. B/C and (1) 10 lb. B/C.

   (3) At a minimum, DD Form 626 (Motor Vehicle Inspection) will be used and properly filled out for the vehicle, when transporting hazardous materials.
Appendix A
References

Section I. Required Publications
AR 385-10, The Army Safety Program
AR 611-5, Personnel and Classification Testing
AR 600-55, The Army Driver and Operator Standardization Program
ATP 4-11, Army Motor Transport Operations
ATP 5-19, Risk Management
DA Pam 385-40, Army Accident Investigations and Reporting
DODI 6055.04, DoD Traffic Safety Program
FM 4.01, Army Transportation Operations
FM 21-60, Visual Signals
USFK Reg 55-37, Korea Traffic Management
USFK Reg 190-1, Motor Vehicle Traffic Supervision
USFK Pam 385-2, Guide to Safe Driving in Korea
AK Reg 700-3, Combat Load, Sustainment Load, and Operational Load Ammunition
49 Code of Federal Regulations (CFR)

Section II. Related Publications
AR 56-4, Distribution of Materiel and Distribution Platform Management
AR 58-1, Management, Acquisition, and Use of Military Vehicles
AR 190-5, Motor Vehicle Traffic Supervision
AR 750-1, Army Materiel Maintenance Policy
ATP 4-43, Petroleum Supply Operations
DA Pam 385-10, Army Safety Program
DA Pam 385-30, Risk Management
DA Pam 385-64, Ammunition and Explosives Safety Standards
DA Pam 40-501, Army Hearing Program
DODM 4500.36, Acquisition, Management, and Use of DoD Non-Tactical Vehicles
DODD 5525.04, Enforcement of State Traffic Laws on DoD Installations
FM 21-305, Manual for the Wheeled Vehicle Driver
AK Reg 350-1, Training and Leader Development
AK Reg 385-10, Eighth Army Safety Program
AK Reg 600-2, Republic of Korea Army Personnel with the Army in Korea
ROKA Reg 403, Transportation Service

Section III. Prescribed Forms
AK Form 385-1-E, Request for GOV License (OF346) Worksheet
AK Form 385-11 A-R-E, Convoy Commander’s Checklist
AK Form 385-11 B-R-E, Vehicle Commander’s Checklist
AK Form 385-11 C-R-E, 8A Tactical Vehicle Roadside Inspection Checklist
AK Form 385-11 D, Eighth Army Track/Vehicle Commander Certification Card
AK Form 385-11 F, Eighth Army Convoy Commander Certification Card

Section IV. Referenced Forms
DA Form 348, Equipment Operator’s Qualification Record
DA Form 5984-E, Operator’s Permit Record
DA Form 5987-E, Motor Equipment Dispatch
DA Form 5988-E, Equipment Maintenance and Inspection Worksheet
DA Form 2404, Equipment Inspection and Maintenance Worksheet
DA Form 6125, Road Test Score Sheet
DD Form 626, Motor Vehicle Inspection (Transporting Hazardous Materials)

DD Form 1970, Motor Equipment Utilization Record

DD Form 518, Accident Identification Card

SF Form 91, Motor Vehicle Accident Report


CHQ Form 25EK, Combined Highway Clearance Request
Appendix B
Convoy Commander’s Briefing

All crewmembers will be trained on rollover drills prior to convoy operations. Before a convoy departs on a mission, the convoy commander will brief all members of the convoy. The following format should be used and represents the subjects that should be covered:

### CONVOY COMMANDER BRIEFING

The purpose of this mission brief is to establish a system that ensures all vehicle movements are planned, prepared, executed, and supervised to a minimum safe standard. Establishing this minimum standard ensures that leaders fulfill their supervisory responsibilities and mitigates the risk associated with vehicle operations.

### ADMINISTRATIVE DATA

<table>
<thead>
<tr>
<th>Bumper Number</th>
<th>Type of Vehicle</th>
<th>Operator (print name, last, first and rank)</th>
<th>Vehicle Commander (print name, last, first and rank)</th>
</tr>
</thead>
</table>

### MISSION INFORMATION
(BRIEFER – PLT SGT, PLT LDR, 1SG, COCDR)

<table>
<thead>
<tr>
<th>Date of brief</th>
<th>Task Organization (Vehicles on mission by type and number)</th>
<th>Origin (SP)</th>
<th>Destination (RP)</th>
</tr>
</thead>
</table>

**1. Situation: Threats**

Weather Forecast and effects of weather.

- Road Conditions (Circle)
  - Green
  - Amber
  - Red
  - Black
- Known hazards or enemy along route:
  - Likelihood of threat (circle)
    - NA
    - Imminent
    - High
    - Probable
    - Improbable

**2. Mission Statement:**
(Who, What, When, Where, Why)

- Mission Start Time (DTG)
- Mission End Time (DTG)
- Order of March:
- Route (Primary & Alternate)
- Route Recon (Y / N) Date:
  - Conducted By:
  - Recon Notes:
- Reporting Requirements

**Actions of Contact (Accident, Enemy, Loss of Comm)**

**Scheduled Rest Stops:**

**Procedure for requesting deviations during mission**

**Road March Rehearsal Y / N Date**

- Attendees: PLT: 0-5
- CDR CO/TRP/BTRY: 0-6
- CDR BTN/SQDN: ADC-MIS

**TCPs / CPs:**

**8 Elements of Crew Coordination**

1. Communicate Positively
2. Direct Assistance
3. Announce Actions
4. Offer Assistance
5. Acknowledge actions.
6. Be explicit.
7. Provide control and obstacle advisories.
8. Coordinate action sequence and timing
### PCI/PCC (RSIP Checklist) Checked by Supervisor – SSG or Above

<table>
<thead>
<tr>
<th>Checklist Complete</th>
<th>Date Completed</th>
<th>Outstanding Issues</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y / N</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Route Strip Map (Unit Specific) Checked by Supervisor – SSG or Above

<table>
<thead>
<tr>
<th>Vehicle(s) have strip map on hand</th>
<th>Crew(s) Briefed on route</th>
<th>Special Route Restrictions Briefed</th>
<th>Alternate Route</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y / N</td>
<td>Y / N</td>
<td>Y / N</td>
<td>Y / N</td>
</tr>
</tbody>
</table>

### Strip maps are required for all vehicle movements and convoy operations

- Y / N
- Y / N
- Y / N
- Y / N

### Composite Risk Assessment (signed by appropriate risk decision authority)

<table>
<thead>
<tr>
<th>Initial Risk</th>
<th>Residual Risk</th>
<th>Assessment Signed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y / N</td>
<td>Y / N</td>
<td></td>
</tr>
</tbody>
</table>

#### Low
- CO/TRP Commander
- Y / N

#### Medium
- Battalion Commander
- Y / N

#### High
- Brigade Commander
- Y / N

#### Extremely High
- Division Commander
- Y / N

### 4. Service Support

#### Class I:

#### Class II:

#### Class IV:

#### Class V:

### 5. Command Signal:

#### MEDEVAC Procedures (LZ Locations):

#### Succession of Command:

#### Convoy Commander (if applicable)

#### Rank & Name:

#### Convoy Commander Card on hand: Y / N

### Frequencies and Call signs:

#### UNIT EOC:

#### AIR MEDEVAC: 43.200 (Dust off)

### Maintenance / Breakdown Procedures

### Emergency Phone Numbers:

#### UNIT EOC:

#### MP Desk: 911 Desk: MEDEVAC: TMC:

#### Mission Briefers Signature:

(print rank name (last, first)/duty position)

#### Supervisor’s Signature:

(print rank, name (last, first)/duty position)
### Appendix C
Convoy Commander’s Checklist

<table>
<thead>
<tr>
<th>CONVOY</th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
</tr>
</thead>
</table>

Plan Primary and Alternate Routes, Conduct Map and route reconnaissance with key leaders.

| a. Hazards identified and assessed in terms of severity and probability. Based on previous accident history, map and route reconnaissance, and METT-TC factors. |   |
| b. Controls developed that either eliminate the hazards or reduce the risk of a hazardous incident. Has the appropriate approval authority made the risk decision? The approval authority must decide if the controls are sufficient and acceptable and whether to accept the resulting residual risk. |   |
| c. Control measures implemented. Ensure PCIs, rehearsals, rock drills have been conducted. Conduct mission and safety briefs; disseminate routes, rally points and order of movement to TCs. |   |
| d. Establish a plan to ensure that the movement is supervised throughout the formation during the operation. Communicate the need to conduct a “running risk” assessment. |   |
| e. Ensure one dedicated driver is assigned per vehicle and that an additional driver per three vehicles is on stand-by during 24 hour operations to mitigate driver fatigue. |   |
| f. Ensure drivers and vehicle commanders are aware of the characteristics, limitations, and blind spots of the vehicle they are operating. In addition, ensure each FMTV series vehicle has the appropriate “Fish-eye” mirror and that the driver and vehicle commander of that vehicle have adjusted that mirror to minimize the blind spot prior to operation. |   |

### 2. Route Selection. Complete map reconnaissance, and provide strip maps, checking the entire route for the following:

| a. Bridges, underpasses, tunnels, overhead clearances, and weight limitations for all vehicles. Designate alternate routes if required. |   |
| b. Vehicles’ ability to maintain minimum speed of roadways. |   |
| c. Potential congested-areas and peak traffic periods. |   |
| d. Restrictions regarding the transportation of hazardous cargo. |   |
| e. Start, Check, and Release Points. Easily identified checkpoints for reporting of convoy position. Arrival time established at release point. Adequate space for safe vehicle release. |   |
| f. Adequate space for vehicle organization and lineup at start point. |   |
| g. Civilian Police Assistance. Major intersections or congested areas, entrances and exits of expressways and rest areas identified that may require the assistance of civilian police. Personnel designated to coordinate with civilian police. |   |
| h. Rest areas along route for 15 minute halts every 2 to 3 hours of driving or after driving every 100 to 150 miles (160 to 240 kilometers), whichever comes first. (1) Halts planned at designated rest areas, physically reconnoitered to ensure sufficient capacity, and scheduled to avoid overloading. Halt selection criteria: (a) Away from urban or heavily congested areas. (b) Terrain that permits vehicles to completely pull clear highway traffic lanes. (c) Avoid curves or reverse sides of hills (blind spots from approaching vehicles). (d) Permits a minimum of 3 feet between parked vehicles. (2) Areas for meal halts should have sufficient area for cooking, eating, sleeping, waste disposal facilities, and latrines. |   |
### CONVOY Organization and Operation

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. All drivers and assistant drivers have a current government driver's license on hand; VCs have proper certification on hand, and be assigned to each vehicle. Alternate drivers arranged. If enough are not available, use of experienced drivers maximized with less experienced drivers.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Drivers and assistant drivers scheduled to split driving periods.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Convoy scheduled to operate no more than 12 hours per 24-hour period. 8 hours rest per 12 hours of driving duty scheduled in each 24-hour period.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. Convoys of 25 or more vehicles are split into serials and serials into march units if required.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>e. Convoy element size based on capacity of halt/bivouac areas. Weather effects included in planning halts, meals, and bivouacs.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>f. Vehicles transporting troops are not the last vehicle in a serial or march unit. Empty vehicles or those carrying cargo used as buffers.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>g. Convoy organized initially with 5 minutes between march units and 10 minutes between serials.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>h. Convoy element commanders positioned for best convoy control.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>i. The following vehicle intervals planned:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(1) Highway during daytime – 100m.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(2) Highway during night or limited visibility - 50m</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(3) Through built-up areas – 50m.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>j. Timely submission of convoy clearance to S4 and/or TOC</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Vehicle speed restrictions. See paragraph 3-6.

### Convoy signs placed on first and last vehicle.

### Fire extinguishers, BII, warning triangles, and first aid kits are in every vehicle.

### Ground guides have road guard vests and a flashlight.

### Vehicle/convoy ID and Communications.

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Lead, rear, and element commander vehicles identified with correctly mounted flags, signs (bilingual) and lights in accordance with AR 385-10, and FM 55-30. Rotating lights must have 360 degree visibility.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Each convoy identified with a convoy clearance number properly mounted on vehicles.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Method of communications designated. Radio equipment checked and assigned to vehicles with signal operating instructions.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. Personnel briefed on visual and audio signals.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>e. If required, road signs and messages constructed and placed.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>f. Maintenance, wrecker, and recovery vehicles marked IAW AR 385-10.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Logistical Support.

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Medical personnel in rear of convoy, if required.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Verify qualified Combat Lifesaver personnel are on hand with stocked CLS bag.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Sufficient food, mess personnel and facilities are available.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. Emergency phone numbers and MEDEVAC Frequency.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Convoy Personnel Briefing.

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Supervisory personnel provided the following instructions:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
(1) Parking on roadside permitted only in emergency halts.

(2) Only guards and maintenance personnel on permitted traffic side of convoy halts on conventional highways.

(3) Drivers and assistant drivers perform vehicle operation maintenance and cargo security check at every stop. Vehicles off highway, reflectors and warning devices in place before beginning maintenance.

(4) Have guards stand 50 yards or 150 feet behind departing convoy to warn traffic on conventional highways.

(5) Warning lights used during periods of darkness or low visibility.

(6) Convoy begins only at convoy commander's signal.

(7) All drivers have a minimum of 8 hours rest within 12 hours after departure.

(8) In event of accident, main column does not stop to provide assistance. The next following vehicle provides immediate assistance to accident vehicle. The first officer or NCO at accident scene takes charge and makes maximum effort to clear traffic lanes of accident vehicles.

(9) Personnel have proper clothing and equipment for expected conditions.

(10) Weather briefing and updates provided prior to and for duration of the convoy.

b. The following instructions in addition to that provided to the supervisory personnel above given to all drivers or assistant drivers.

(1) Always follow civilian police instructions when given.

(2) Maintain close interval, proper following distance for speed and visibility until reaching main convoy route.

(3) Use acceleration lane, when available, to reach convoy speed and gradually attain proper vehicle interval once on main convoy route.

(4) Weather permitting, drive with windows and vents open to prevent fatigue.

(5) Operate all vehicles with headlights on at all times and when required, use warning devices correctly.

11. Refueling and Maintenance Halts. Sufficient supplies of gasoline and oil must be available. Place maintenance vehicles and equipment at rear of convoy.

12. Vehicles transporting explosive and hazardous materials shall be inspected and provided a DD Form 626 (Motor Vehicle Inspection) and DD Form 836.

13. Pre-accident plans include reporting and trail officer to care for injured and damaged vehicles.

<table>
<thead>
<tr>
<th>EXECUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL ORGANIZATION OF CONVOY: BY BUMPER NUMBER</td>
</tr>
<tr>
<td>TIME SCHEDULE</td>
</tr>
<tr>
<td>CONVOY COMMANDER’S SIGNATURE</td>
</tr>
</tbody>
</table>

AK Form 385-11 A-R-E, SEP 18
Appendix D
Vehicle Commander’s Checklist

<table>
<thead>
<tr>
<th>VEHICLE CHECKLIST</th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. BRIEF THE DRIVER/ CREW</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Friendly Situation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Enemy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>2. VEHICLE STATUS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. The vehicle has been dispatched properly and PMCS’s in accordance with the appropriate – 10 manual</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. If necessary, vehicle commander has approved a deficient vehicle for movement through the convoy commander or alternate approving authority.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Ensure that the vehicle has adequate fuel for the next movement</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. 100% accountability of all equipment has been conducted and all deficiencies have been annotated</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>e. All equipment has been tied-down/ secured prior to movement.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>f. Ensure one dedicated driver is assigned per vehicle and that an additional driver per three vehicles is on stand-by during 24 hour operations to mitigate driver fatigue.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>g. Ensure you and the driver are aware of the characteristics, limitations, and blind spots of the vehicle you are operating. In addition, if you are operating a FMTV series vehicle, ensure it has the appropriate “Fish-eye” mirror and that you and the driver have adjusted that mirror to minimize the blind spot prior to operation.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>3. DRIVER AND CREW KNOW:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Next location</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Route to next location</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Checkpoints</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. Rally points</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>e. Order of march</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>f. Procedures for vehicle malfunction/ vehicle breakdown</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>4. VC HAS A MAP</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>5. COMMO CHECKS HAVE BEEN MADE AND VERIFIED</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>6. DRIVER AND CREW ARE TRAINED IN PROCEDURES FOR:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Blocked ambush</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Unblocked ambush</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Vehicle rollover</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>7. APPROPRIATE FLAGS ARE DISPLAYED FOR:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Lead vehicle</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Trail vehicle</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Convoy commander</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

AK Form 385-11 B-R-E, SEP 2018
Appendix E
Emergency Points of Contact List

Convoy Commanders may utilize this listing for emergency points of contact if problems occur during their movement.

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>DSN</th>
<th>Commercial or Cell Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Camp Casey MP</td>
<td>730-4417/4418</td>
<td>05033-30-4417</td>
</tr>
<tr>
<td>Traffic Section</td>
<td>730-4409</td>
<td>05033-30-4409</td>
</tr>
<tr>
<td>Seoul/Yongsan Garrison MP</td>
<td>724-4275/4276</td>
<td>02-7914-4275/4276</td>
</tr>
<tr>
<td>Camp Humphreys MP</td>
<td>755-9917</td>
<td>0503-355-9917</td>
</tr>
<tr>
<td>Camp Carroll MP</td>
<td>765-8310</td>
<td>0503-365-8310</td>
</tr>
<tr>
<td>Camp Walker MP</td>
<td>764-4141</td>
<td>0503-364-4141</td>
</tr>
</tbody>
</table>
Appendix F
Combined Highway Clearance Request

<table>
<thead>
<tr>
<th>1. CLEARANCE NO.</th>
<th>승인번호</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. DEPART DTG</td>
<td>출발일시</td>
</tr>
<tr>
<td>ETA</td>
<td>도착예정일시</td>
</tr>
<tr>
<td>RTN DTG</td>
<td>복귀일시</td>
</tr>
<tr>
<td>3. MOVING UNIT</td>
<td>이동부대</td>
</tr>
<tr>
<td>POC</td>
<td>담당자</td>
</tr>
<tr>
<td>PHONE NUMBER</td>
<td>전화번호</td>
</tr>
<tr>
<td>4. PURPOSE</td>
<td>목적</td>
</tr>
<tr>
<td>5. ORIGIN</td>
<td>출발지</td>
</tr>
<tr>
<td>DESTINATION</td>
<td>도착지</td>
</tr>
<tr>
<td>6. PERSONNEL</td>
<td>병력</td>
</tr>
<tr>
<td>7. CARGO</td>
<td>화물</td>
</tr>
<tr>
<td>MAX VEHICLE WEIGHT / Length, Width, Height</td>
<td>최대차중(적재물 포함)</td>
</tr>
<tr>
<td>8. NUMBER / TYPE VEHICLE(S)</td>
<td>차량수/차량종류</td>
</tr>
<tr>
<td>9. REQUESTED ROUTE</td>
<td>계획노정</td>
</tr>
<tr>
<td>10. MAJOR CHECKPOINT/TIME</td>
<td>주요지점/통과시간</td>
</tr>
<tr>
<td>11. ASSIGNED ROUTE</td>
<td>지정노정</td>
</tr>
<tr>
<td>12. CONVOY COMMANDER</td>
<td>인솔자</td>
</tr>
<tr>
<td>13. REMARKS</td>
<td>비고</td>
</tr>
<tr>
<td>14. OFFICE CONTACTED</td>
<td>관련부서</td>
</tr>
<tr>
<td>DATE</td>
<td>일자</td>
</tr>
<tr>
<td>TIME</td>
<td>시간</td>
</tr>
<tr>
<td>TEL NUMBER</td>
<td>전화번호</td>
</tr>
<tr>
<td>RANK/NAME</td>
<td>계급/성명</td>
</tr>
</tbody>
</table>

CHQ FORM 25EK, 1 MAR 95
INSTRUCTION
For Combined Highway Clearance Request (CHQ Form 25EK)

Follow this guide in filling out CHQ Form 25EK, the Combined Highway Clearance Request form for ground transportation support in the Korean Theater of Operations.

Block 1: Leave Blank

Block 2:
Departure DTG: Zulu Time Date Group (DTG) of the movement
ETA: Leave Blank
RTN DTG: Leave Blank

Block 3:
Moving Unit: Full name of the moving unit at the battalion/squadron level. In example 1st BN 6th Marines, or Marine Attack Squadron 224. Also include TPFDD ULN(s) this form will move.
POC: Rank and Name of unit Embarkation Officer or NCOIC. In example MAJ Love or SGT Allen.
Phone Number: Full DSN phone number of the requester (in example: 725-3030). Requester cell phone numbers must be provided via the LMCC once deployed.

Block 4: Purpose:
For Deployment: Port of entry to exercise lodgment movement.
For Redeployment: Exercise lodgment to departure port movement.

Block 5:
Origin (Coordinates): Name of specific camp, port or airfield and an identifiable location aboard that node (Pyongtaek Port, parking lot adjacent Building 2304)
Destination (Coordinates): Name of specific camp, port or airfield and an identifiable location aboard that node (Camp Humphreys, Football Field near base gym building 21)

Block 6: Personnel: If a passenger movement, specify the number of officers and enlisted to be transported.

Block 7:
Cargo: If a passenger movement, identify the number and type of bags per passenger (in example, 1 sea bag and 1 ruck sack per passenger). If a cargo movement, describe the equipment, supplies or vehicles in English (in example, 25 warehouse pallets of MREs, 25 light trucks, 17 tracked vehicles).

Block 8:
Number/Type Vehicle(s): List quantity for each type of vehicle. Describe the vehicles using model number and nomenclature, do not use TAMCN or abbreviations (in example, 10 X M998 5/4 ton utility truck).
Max V WT/LOA: Enter weight in kilograms, length, width and height in meters.

Block 9: Requested Route: Provide your desired route on approved Main Supply Routes (MSR) or Alternate Supply Route (ASR) using USFK map identified MSR’s and ASR’s.

Block 10: Major Checkpoint / Time: Leave Blank

Block 11: Assigned Route: Leave Blank
Block 12: Convoy Commander: Rank and Name of Convoy commander

Block 13: Remarks: Any amplifying information or further description of the requirement, if necessary.

Block 14: Leave Blank
Appendix G  
8A Tactical Vehicle Roadside Inspection Checklist

EIGHTH ARMY TACTICAL VEHICLE ROADSIDE INSPECTION CHECKLIST
For use of this form, see AK Reg 385-11; the proponent agency is 8A Safety  
As of 10 September 2020

UNIT:        ADMIN:
OPERATOR:    MODEL:
SECOND OCCUPANT TOXIC: FOV:
COMMANDER:   MSC:
LOCATION:    UNIT PHONE:
DATE:        VEHICLE REG:

WITH TRAILER: YES

EVALUATION RESULTS

<table>
<thead>
<tr>
<th>EVALUATION</th>
<th>ADMINISTRATIVE CHECKS</th>
<th>OPERATOR’S SIGNATURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM</td>
<td>SAT</td>
<td>UNSAT</td>
</tr>
<tr>
<td></td>
<td>N/A Go No/Go INITIALS</td>
<td></td>
</tr>
</tbody>
</table>

1. OPERATOR / TC QUALIFICATIONS

<table>
<thead>
<tr>
<th>1. OPERATOR / TC QUALIFICATIONS</th>
<th>N/A</th>
<th>Go</th>
<th>No/Go</th>
<th>INITIALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Does vehicle operator have a DA Form 5654 in his possession and are they licensed for the equipment they are operating?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Military Operator Licence signed by commander?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. Military Operator Licence signed by operator?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D. Operator License issued/expired date correct or issued beyond 5 years?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E. Does Operator License list the permit type (Army Standard, Limited, etc.)?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F. Does the Operator have an OF 346 signed by the testing official in the ROK?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>G. Is Vehicle Commander certified and annotated either on 5654E or 8A TC/VC Card within one year?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. OPERATIONAL FORMS & RECORDS

<table>
<thead>
<tr>
<th>2. OPERATIONAL FORMS &amp; RECORDS</th>
<th>N/A</th>
<th>Go</th>
<th>No/Go</th>
<th>INITIALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Equipment Records Folder (Logbook)</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Equipment Dispatch Form (DA Form 5687-E) / Risk Assessment</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. Equipment Maintenance and Inspection Worksheet (DA Form 5655-E)</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D. Technical Manual</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. SAFETY EQUIPMENT CHECKS

<table>
<thead>
<tr>
<th>3. SAFETY EQUIPMENT CHECKS</th>
<th>N/A</th>
<th>Go</th>
<th>No/Go</th>
<th>INITIALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Servicable and charged fire suppression system for applicable vehicles?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Serviceable fire extinguisher(s) with safety seal?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. First Aid Kit or CLS Bag is present?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D. 3 Highway Warning Triangles present?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E. At least one check block on hand (specific size for vehicle)?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F. Is there access to the vehicle’s Bill?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>G. Is the Bill complete?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>H. Does the vehicle have reflective vest(s)?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I. Does the vehicle have 2 Reflective Sheets (Delimeter Plates) on the rear of vehicle?</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

COMMENTS:

∑ GO / SERVICABLE / NO ISSUES
X NO-GO / NOT SERVICABLE / NOT PRESENT
/ GO / PASSED, BUT HAD A FAULT

AK Form 385-11 C.R.E, AUG 2018  Page 1 of 2
# EIGHTH ARMY TACTICAL VEHICLE ROADSIDE INSPECTION CHECKLIST

## VEHICLE / EQUIPMENT CHECKS

### 4. AR 385-10 SAFETY CHECKS

<table>
<thead>
<tr>
<th>A) Service lights and horn</th>
<th>N/A</th>
<th>Go</th>
<th>No/Go</th>
<th>INITIALS</th>
<th>REFERENCES USED</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Are all service lights / signals operational?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>AR 385-10 PARA 11-3-2(a) and applicable -16 manual</td>
</tr>
<tr>
<td>2. Is the horn operational? And annotated as a safety deadline, if inoperative?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>AR 385-10 PARA 11-3-2(a) and applicable -16 manual</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B) Tires &amp; wheels</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>AR 385-10 PARA 11-3-2(b) and applicable -16 manual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are all tires and wheels operational?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C) Windshields &amp; Mirrors</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>AR 385-10 PARA 11-3-2(c) and applicable -16 manual</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Is there any damage, cracks or blurriness on the windshield that would impact the driver's vision?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Is the windshield washer system operational? And annotated as a safety deadline, if inoperative?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>AR 385-10 PARA 11-3-2(c) and applicable -16 manual</td>
</tr>
<tr>
<td>3. Are the &quot;Fish-eye&quot; mirrors located on appropriate vehicles (FMTV series and above)?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>AR 385-10 PARA 11-3-2(d) and applicable -16 manual</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D) Occupant Restraint systems / Vehicle Parking Brakes</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>AR 385-10 PARA 11-2-9(e) and applicable -16 manual</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Are seat belts present and serviceable?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Is the hand brake / parking brake operational?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>AR 385-10 PARA 11-3-3(c) and applicable -16 manual</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>E) Fluid leaks</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>AR 385-10 PARA 11-3-2(f) and applicable -16 manual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is there any Class III leaks?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>F) Any unsafe condition that endangers personnel and/or equipment</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>AR 385-10 PARA 11-3-2(g) and applicable -16 manual</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Unsafe transport of personnel (troop strap when transporting personnel)?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Unsecured load or vehicle loaded beyond capacity?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>AR 385-10 PARA 11-3-2(h) and applicable -16 manual</td>
</tr>
<tr>
<td>3. Exterior antennas extending more than 15 ft above ground are tied down and secured under clips, if applicable?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>AR 385-10 PARA 11-3-2(i) and applicable -16 manual</td>
</tr>
</tbody>
</table>

### 5. AK REG 385-11 Specific Requirements

**CONVOYS ONLY** Additional Requirements (4 OR MORE VEHICLES)

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Is a convoy Commander's briefing on hand IAW Appendix B.</td>
<td>AK REG 385-11, Appendix B.</td>
</tr>
<tr>
<td>2. Was a safety / convoy brief conducted?</td>
<td>AK REG 385-11, PARA 1-4.9.</td>
</tr>
<tr>
<td>3. Convoy Commander must be in the rank of E-7 or E-6 serving in an E-7 position.</td>
<td>AK REG 385-11, PARA 2-1.6.</td>
</tr>
<tr>
<td>4. Is the convoy Commander Certification within one year and annotated on the DA Form 5964E or 8A TC/WC Card?</td>
<td>AK REG 385-11, PARA 2-1.6.</td>
</tr>
<tr>
<td>5. The Convoy Commander is not a driver in the convoy.</td>
<td>AK REG 385-11, PARA 2-1.6.</td>
</tr>
<tr>
<td>6. Are vehicles with internal communications 100% functional (off post ONLY)?</td>
<td>AK REG 385-11, PARA 1-4.9.5.</td>
</tr>
<tr>
<td>8. Is there a map strip to their destination in the vehicle (off post ONLY)?</td>
<td>AK REG 385-11, PARA 1-4.1.2.1.</td>
</tr>
<tr>
<td>9. Does the driver know the route?</td>
<td>AK REG 385-11, PARA 1-4.1.2.1.</td>
</tr>
<tr>
<td>10. Is the driver trained in roll-over procedures (at minimum, given during convoy brief)?</td>
<td>AK REG 385-11, PARA 1-4.1.2.1.</td>
</tr>
<tr>
<td>11. Other requirements as outlined in AK REG 385-11 Specify in comments below</td>
<td>AK REG 385-11</td>
</tr>
</tbody>
</table>

**Comments:**

**Policy Information**

**IMPORTANT INFORMATION**

Any No-Go annotated, will receive an overall UNSAT rating. The issue will be annotated in the comments section and will then be reported to higher.

**Passed, but had a fault**

**Recorded Name:**

**Date:**

AK Form 385-11 C-R-E, AUG 2018

Page 2 of 2

AK REG 385-11, 21 April 2021
Appendix I
8A Track/Vehicle Commander (TC/VC) Certification Card

EIGHTH ARMY
TRACK/VEHICLE COMMANDER
CERTIFICATION CARD

NAME:
RANK:
UNIT:
CERTIFICATION DATE:
EXPIRATION DATE:
ISSUING OFFICIAL:

TRACK/VEHICLE COMMANDER CERTIFICATION

I have successfully completed the required training as outlined in AK REG 385-11 and was certified by my Company Commander. I also understand my responsibilities as a Track/Wheeled Vehicle Commander.

______________________________
Soldier Signature

AK FORM 385-11D, AUG 2020

EIGHTH ARMY
TRACK/VEHICLE COMMANDER
CERTIFICATION CARD

NAME:
RANK:
UNIT:
CERTIFICATION DATE:
EXPIRATION DATE:
ISSUING OFFICIAL:

TRACK/VEHICLE COMMANDER CERTIFICATION

I have successfully completed the required training as outlined in AK REG 385-11 and was certified by my Company Commander. I also understand my responsibilities as a Track/Wheeled Vehicle Commander.

______________________________
Soldier Signature

AK FORM 385-11D, AUG 2020

EIGHTH ARMY
TRACK/VEHICLE COMMANDER
CERTIFICATION CARD

NAME:
RANK:
UNIT:
CERTIFICATION DATE:
EXPIRATION DATE:
ISSUING OFFICIAL:

TRACK/VEHICLE COMMANDER CERTIFICATION

I have successfully completed the required training as outlined in AK REG 385-11 and was certified by my Company Commander. I also understand my responsibilities as a Track/Wheeled Vehicle Commander.

______________________________
Soldier Signature

AK FORM 385-11D, AUG 2020
Appendix J
8A Convoy Commander (CC) Certification Card

CONVOY COMMANDER CERTIFICATION
I have successfully completed the required training as outlined in AK REG 385-11 and was certified by my Battalion Commander. I also understand my responsibilities as a Track/Wheeled Convoy Commander.

______________________________
Soldier Signature

CONVOY COMMANDER CERTIFICATION
I have successfully completed the required training as outlined in AK REG 385-11 and was certified by my Battalion Commander. I also understand my responsibilities as a Track/Wheeled Convoy Commander.

______________________________
Soldier Signature

CONVOY COMMANDER CERTIFICATION
I have successfully completed the required training as outlined in AK REG 385-11 and was certified by my Battalion Commander. I also understand my responsibilities as a Track/Wheeled Convoy Commander.

______________________________
Soldier Signature
MEMORANDUM FOR RECORD

SUBJECT: 8A Track Commander/Vehicle Commander Certification

1. The following personnel have completed all requirements to be a TC/VC in tactical vehicles, per AK 385-11, Chap 2-2, Table 2-1.

<table>
<thead>
<tr>
<th>NAME</th>
<th>RANK</th>
<th>UNIT</th>
</tr>
</thead>
</table>

2. The certification is good for one year and will expire xx XXX xx (1 year from issue date).

3. POC for this memorandum is XXX XXXXX, XXXXX at DSN 7XX-XXXX or xxxxx.x.xxxxxx.mil@mail.mil.

XXXXX X. XXXXX
CPT, XX
Commanding
MEMORANDUM FOR RECORD

SUBJECT: 8A Convoy Commander Certification

1. The following personnel have completed all requirements to be a CC in tactical vehicles, per AK 385-11, Chap 2-2, Table 2-2.

<table>
<thead>
<tr>
<th>NAME</th>
<th>RANK</th>
<th>UNIT</th>
</tr>
</thead>
</table>

2. The certification is good for one year and will expire xx XXX xx (1 year from issue date).

3. POC for this memorandum is XXX XXXXX, XXXXX at DSN 7XX-XXXX or xxxxx.x.xxxxxx.mil@mail.mil.

XXXXX X. XXXXX
LTC, XX
Commanding
## Appendix M
### Delineator Plate Placement Guide

### ORDERING INFORMATION

<table>
<thead>
<tr>
<th>NSN</th>
<th>Description</th>
</tr>
</thead>
</table>
| 9390-01-382-8308 | Item: SHEETING, REFLECTIVE  
|                | Description: (MVD) 25 each 7.87-in square red/yellow delineator, self-adhesive, no backing plate |
| 9390-01-382-8369 | Item: SHEETING, REFLECTIVE  
|                | Description: (MVD) 25 each 15.75-in square red/yellow delineator, self-adhesive, no backing plate |
| 9390-01-382-8325 | Item: SHEETING, REFLECTIVE  
|                | Description: (MVDP) 25 each 7.87-in square red/yellow delineator, self-adhesive, mounted on a polycarbonate backing plate |
| 9390-01-382-8460 | Item: SHEETING, REFLECTIVE  
|                | Description: (MVDP) 25 each 15.75-in square red/yellow delineator, self-adhesive, mounted on a polycarbonate backing plate |
Appendix N
Warning Triangles Placement Guide

HIGHWAY PLACEMENT

100 METER

100 METER

200 METER

CITY PLACEMENT

25 METER

50 METER

100 METER
### Appendix O
Toll Booth Ticket Example

**TACTICAL VEHICLE**

<table>
<thead>
<tr>
<th>License Plate Number</th>
<th>BN, UNIT, BUMPER #</th>
</tr>
</thead>
<tbody>
<tr>
<td>031-227-1873</td>
<td></td>
</tr>
<tr>
<td>031-8059-0730</td>
<td></td>
</tr>
<tr>
<td>031-8059-0768</td>
<td></td>
</tr>
</tbody>
</table>

**GOV/TMP VEHICLE**

<table>
<thead>
<tr>
<th>License Plate Number</th>
<th>BN, UNIT, BUMPER #</th>
</tr>
</thead>
<tbody>
<tr>
<td>031-227-1873</td>
<td></td>
</tr>
<tr>
<td>031-8059-0730</td>
<td></td>
</tr>
<tr>
<td>031-8059-0768</td>
<td></td>
</tr>
</tbody>
</table>

**LICENSE PLATE NUMBER**

<table>
<thead>
<tr>
<th>License Plate Number</th>
<th>BN, UNIT, BUMPER #</th>
</tr>
</thead>
<tbody>
<tr>
<td>031-373-0283</td>
<td></td>
</tr>
<tr>
<td>031-684-0663</td>
<td></td>
</tr>
<tr>
<td>031-375-0930</td>
<td></td>
</tr>
</tbody>
</table>
### Appendix P

**Example Strip Map: Camp Humphreys off Post Route**

<table>
<thead>
<tr>
<th>Drive Time: 30 Minutes</th>
<th>Miles</th>
<th>Kilometers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do Du-Ri Gate to CP1</td>
<td>.6 MI</td>
<td>1 KM</td>
</tr>
<tr>
<td>CP1 to CP2</td>
<td>2.5 MI</td>
<td>4 KM</td>
</tr>
<tr>
<td>CP2 to CP3</td>
<td>1.8 MI</td>
<td>3 KM</td>
</tr>
<tr>
<td>CP3 to CP4</td>
<td>2.5 MI</td>
<td>4 KM</td>
</tr>
<tr>
<td>CP4 to CP5</td>
<td>3.7 MI</td>
<td>6 KM</td>
</tr>
<tr>
<td>CP5 to CP2</td>
<td>4.3 MI</td>
<td>7 KM</td>
</tr>
<tr>
<td>CP2 to CP1</td>
<td>2.5 MI</td>
<td>4 KM</td>
</tr>
<tr>
<td>CP1 to Do Du-Ri Gate</td>
<td>.6 MI</td>
<td>1 KM</td>
</tr>
</tbody>
</table>

![Map of Camp Humphreys off Post Route](image-url)
1. EXIT DO DU-RI GATE, FOLLOW ROAD TO HWY 17
2. GET ONTO 43 AND TAKE EXIT 1
3. STAY IN LEFT LANE AND FOLLOW 38 TO PYEONGTAEK
4. TAKE NEXT EXIT RIGHT TO 315, VEER RIGHT, FOLLOW TO RT 6 (ANJUNG)
5. FOLLOW RT 6, KEEP GOING STRAIGHT
6. FOLLOW RT 6, KEEP GOING STRAIGHT, TAKE NEXT LEFT AHEAD
7. FOLLOW 43 AND TAKE CP HUMPHREYS EXIT
8. FOLLOW ROAD, VEER LEFT AND DO DU-RI GATE AHEAD
Appendix Q
Example Strip Map: Camp Casey off Post Route

<table>
<thead>
<tr>
<th>DRIVE TIME: 30 MINUTES</th>
<th>MILES</th>
<th>KM</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASEY GATE TO CP1</td>
<td>.6 MI</td>
<td>1 KM</td>
</tr>
<tr>
<td>CP1 TO CP2</td>
<td>2.5 MI</td>
<td>4 KM</td>
</tr>
<tr>
<td>CP2 TO CP3</td>
<td>.7 MI</td>
<td>1.3 KM</td>
</tr>
<tr>
<td>CP3 TO CP4</td>
<td>.5 MI</td>
<td>1 KM</td>
</tr>
<tr>
<td>CP4 TO CP5</td>
<td>3.7 MI</td>
<td>6 KM</td>
</tr>
<tr>
<td>CP5 TO CP1</td>
<td>3 MI</td>
<td>5 KM</td>
</tr>
<tr>
<td>CP1 TO CASEY GATE</td>
<td>.4 MI</td>
<td>.7 KM</td>
</tr>
</tbody>
</table>
1. EXIT ECP, GO STRAIGHT ACROSS THE STREET
2. GET INTO RIGHT LANE AND TAKE RIGHT TOWARD YEONCHEON
3. GO STRAIGHT UNTIL; T-INTERSECTION, TAKE RIGHT ON RT 3 ,TOWARDS UIJEONGBU
4. FOLLOW ROAD, GO STRAIGHT THRU NEXT INTERSECTION, TAKE RIGHTAT THE TRAFFIC CIRCLE
5. FOLLOW RT 3, VEER OFF 364 (YANGJU) EXIT
6. TAKE RIGHT ON 364, TOWARDS CITY HALL
7. FOLLOW 364 UNTIL ECP
Appendix R
Example Driver’s Packet

<table>
<thead>
<tr>
<th>DOCUMENTS</th>
<th>YES</th>
<th>NO</th>
<th>DATE</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commander’s Interview</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copy of U.S. Driver’s License</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copy of IMR Record (MEDPROS)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copy of AK 385-1-E (GOV License Request)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copy of OF346 (TMP License)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copy of GOV DA Form 348</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current DA Form 348 (Manual) (if applicable)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copy of current DA Form 348-E (if applicable)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copy of TC/VC Card (if applicable)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copy of CC Card (if applicable)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Road Test Score Sheet (DA Form 6125)(each vehicle)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Written Test Score Sheet (if applicable)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Historical DA Form 348/348-E (if applicable)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>USFK Form 237-E (Background)(if applicable)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ammo 67 (if applicable)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ammo 45 (if applicable)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fuel Certs (if applicable)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Misc Certs</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Appendix S

### Request for GOV License Worksheet

**REQUEST FOR GOV VEHICLE LICENSE (OF346) WORKSHEET**

For use of this form, see AK Reg 385-11; the proponent agency is 8A Safety.

**Authority:** DoDM 4500.36, Management, Acquisitions, and Use of DoD Non-Tactical Vehicles and AR 59-1.

**Principle Purpose:** To ensure personnel applying for government driver’s license understand their duties as a driver, and could be punishable under UCMJ.

**Disclosure is Voluntary:** Disclosure of your personal information is voluntary; however, failure to disclose it may delay processing of your application.

### SECTION I - INDIVIDUAL DATA (Fill out legibly blocks 1 thru 15)

<table>
<thead>
<tr>
<th>1. Name: (Last, First, MI)</th>
<th>2. Grade</th>
<th>3. Sex:</th>
<th>4. DOB: DD/MMM/YY</th>
<th>5. SSN Last 4:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### SECTION II - LICENSING FACILITY USE ONLY

**VISUAL ACUITY:**

**REACTION TEST:**

**TEST SCORE:**

### SECTION III - INTERACTIVE DISCUSSION

**Briefing Instructions:** Discuss training, experience, liabilities, safety equipment, and responsibilities with a person requesting a license for an NTV. This worksheet is not intended to prohibit personnel from being licensed on an NTV, but to ensure they are familiar with the hazards, risks, and liabilities associated with operating an NTV in Korea. Ensure the individual understands the need to exercise sound judgment and self-discipline and not to put life, limb, or the performance of their duties at risk. **NOTE:** IAW AR 600-55-3-2, personnel obtaining a government license require a Commander’s Interview and this form will not suffice as the interview. **NOTE:** Commanders that suspect a driver’s license has been revoked may request assistance from the local provost marshal/military police station to validate the operator’s driver record.

### Operator’s Initials

<table>
<thead>
<tr>
<th>AREAS OF DISCUSSION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training: To receive an NTV License (OF346), personnel must take the U.S. Forces Korea Driver Licensing Course and pass the exam on JKO, and must present a valid U.S. Driver’s License as a prerequisite to obtaining an OF346. Additionally, this is a requirement to operate Tactical Vehicles as part of SOFA &amp; AK Reg 385-11.</td>
</tr>
</tbody>
</table>

**Risks:** Driving an NTV in Korea involves some risks not encountered when driving in the United States.  
- If never driven in Korea, it will be the driver’s and unit’s responsibility to ensure they are trained accordingly. It will be unit specific to enforce training, prior to operating an NTV.  
- Drivers must be very attentive and obey the Korean traffic laws.  
- Have situational awareness when approaching intersections, especially with red flashing lights. Vehicle is supposed to stop, but be aware of other vehicles behind when stopping.  
- Have situational awareness when approaching crosswalks; pedestrians may walk across without looking and may walk without a GREEN light on the crosswalk.  
- Other motorists and motorcycles will make sudden lane changes that could impact your driving habits, don’t get frustrated or become hostile.  
- If involved in an accident, assess the situation (take care of injured, if applicable), call MPs, do not move the vehicle until told to do so by KN/P/MPs, take pictures (if applicable), fill out SF Form 91/DD Form 518.  

**PMCS/Safety Equipment/Dispatching:**  
- Personnel operating a government vehicle must conduct a PMCS, identify any faults and annotate the date prior to operation of vehicle.  
- While performing a PMCS, ensure at a minimum, warning triangles and a first aid kit are present; fire extinguisher, if applicable.  
- Drivers will only operate the vehicle if properly licensed, physically have the OF346 License, and have signed the dispatch as the operator appropriately.  

**Highway Condition Codes (USFK Regulation 190-1):** Highway conditions color codes are used to categorize risk associated with using roads in the local reporting area. They are regulatory in nature when driving a GOV.  
- **GREEN** – road conditions are normal  
- **AMBER** – only GOVs essential for official business will be allowed to exit the installation. Approval authority for government owned vehicle operations during amber road conditions is the Company / Detachment Commander, an officer with the rank of Captain (O-3) or above, a Warrant Officer in the grade of CW3 or above, or civilian supervisors in the grade of GS-10 or KS-10 or above;  
- **RED** – only essential and emergency missions are authorized to operate on or exit the installation. Approval authority for government owned vehicle operations during red road conditions is an officer with the rank of lieutenant colonel (O-5) or above, or civilian supervisors in the grade of GS-13 or KS-13 or above;  
- **BLACK** – road is not passable. Commanders in the grade of colonel (O-6) or above must personally authorize the use of emergency vehicles.  

**NOTE:** During peak holidays of Chuseok and Lunar New Years, road conditions will range from AMBER to BLACK. During this time, GOV use ONLY on installation is authorized.
**SECTION IV - INTERACTIVE DISCUSSION**

**Misuse of Government Vehicles:** Allegations concerning fraud, waste, or abuse of Government property and resources are frequent, particularly regarding the misuse of Government owned/controlled non-tactical vehicles (NTV). In Korea, most Soldiers are not authorized POVs and rely heavily on unit assigned NTVs for transportation. Unfortunately, many Soldiers also use the poor excuse of “I did not know” when confronted with an allegation of NTV misuse. Ultimately, leaders are responsible for enforcing the proper use and control of their assigned NTVs, and are also responsible for informing their subordinates regarding the proper use of NTVs within their commands and sections.

<table>
<thead>
<tr>
<th>Operator’s Initials</th>
<th>AREAS OF DISCUSSION</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Penalties for Misuse of Government Vehicles (AR 58-1, para 2-5): Government vehicles are for official purposes only and will not be used for personal advantage or convenience. Employees must protect and conserve Government property and use it (or allow its use) for authorized purposes only. The unauthorized or willful misuse of Army-owned or Army-controlled NTVs (includes all vehicles, no matter how they were funded) may cause be cause for disciplinary action as follows:</td>
</tr>
<tr>
<td></td>
<td>- Civilian Personnel: Any employee of the Government who willfully uses or authorizes the use of any Government-owned or Government-leased NTV except for official purposes as authorized by 31 USC 1344, will be suspended from duty, without compensation, for not less than 30 days, and will be suspended for a longer period or summarily removed from office if circumstances warrant (see 31 USC 1349(b)).</td>
</tr>
<tr>
<td></td>
<td>- Military Personnel: Military personnel who willfully use or authorize the use of any Government-owned or Government-leased motor vehicle except for official purposes as authorized by 31 USC 1344 may be disciplined under provisions of the Uniform Code of Military Justice or other administrative procedures deemed appropriate.</td>
</tr>
<tr>
<td></td>
<td>- Financial Liability: Financial liability may be assessed against Soldiers of the Army (including members of the Army Reserve and National Guard) and DAC employees when Government property is lost, damaged, or destroyed, as a result of their negligence, willful misconduct, deliberate unauthorized use, or failure to operate the vehicle in a safe manner in accordance with applicable traffic safety laws.</td>
</tr>
<tr>
<td></td>
<td>Depending on facts and circumstances, the criminal sanctions of 18 USC 641, may apply to the misuse of a Government NTV. The statute provides for a fine or imprisonment for up to 10 years or both.</td>
</tr>
<tr>
<td></td>
<td>Damage (AR 58-1, para 2-10): If a unit and/or activity is responsible for damages, it will bear all cost for removing and repairing the vehicle. If the vehicle is damaged beyond repair, the unit will be charged all costs, of the vehicle, including fair market value, less any salvage value.</td>
</tr>
<tr>
<td></td>
<td>Prohibitions (AR 58-1, para 2-4):</td>
</tr>
<tr>
<td></td>
<td>- Official motor vehicle transportation requirements do not include: transportation to private social functions; personal errands or side trips for unofficial purposes; transportation of Family members or visitors without an accompanying official; or supporting non-DOD activities.</td>
</tr>
<tr>
<td></td>
<td>- Government vehicles will not be used for transportation to, or be parked at, commissaries, post exchanges (including all concessions), bowling alleys, MWR clubs, commercial on-post restaurants, or any non-appropriated fund activity unless personnel using the vehicles are on official Government business or are TDY away from the Soldier’s or DAC’s home station. Assigned military police (MP), DAC police, DA security guards as well as Fire and Emergency Services (F&amp;ES) personnel are exempt from this restriction provided the occupants and operators of the NTV are first responders on official Army duty.</td>
</tr>
<tr>
<td></td>
<td>- NTVs will not be used to transport personnel over all or any part of the route between their domiciles and places of duty or employment.</td>
</tr>
<tr>
<td></td>
<td>- NTVs will not be used to transport Army personnel and/or their family members to, from, or between Government facilities or commercial establishments for the purpose of conducting personal business or engaging in other activities of a personal nature. For example, NTVs will not be used to transport personnel to pick up or deliver any items or supplies that are required for any unofficial functions or activities such as office coffee funds, office luncheons, or office parties.</td>
</tr>
<tr>
<td></td>
<td>- Military personnel will not wear civilian clothing, including PT uniforms, while operating NTVs, unless specifically authorized by the commander or staff office director of the requesting activity.</td>
</tr>
<tr>
<td></td>
<td>- Personnel will not use headphones, earbuds, or any other listening device while operating a motor vehicle IAW AR 600-55, para 11-4.d.</td>
</tr>
<tr>
<td></td>
<td>- Toll booths: Drivers will not use Hi-Pass and will use available lanes to either take a ticket, turn in ticket, or tollbooth personnel need to write down the license plate number. Ticket will be legibly annotated with the license plate number.</td>
</tr>
<tr>
<td></td>
<td>- Restricted Bus Lanes will ONLY be used in a 9 passenger vans or larger, with 6 or more personnel.</td>
</tr>
<tr>
<td></td>
<td>By signing this document, the applicant has previously received a Commander’s Interview IAW AR 600-55, para 3-2. This document is not a replacement of the Commander’s Interview.</td>
</tr>
<tr>
<td></td>
<td>Date</td>
</tr>
<tr>
<td></td>
<td>Date</td>
</tr>
</tbody>
</table>
Appendix T
Movement Request Flow Chart

<table>
<thead>
<tr>
<th>Request Type</th>
<th>Movement Type</th>
<th>Submission Timeline</th>
<th>Required Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Combined Highway Clearance Request (CHCR)</td>
<td>Convoy (4-25 tactical vehicles)</td>
<td>5 working days</td>
<td>• CHQ Form 25FK CHCR</td>
</tr>
<tr>
<td></td>
<td>Oversized/Overweight/one (1) or more Tracked Vehicle (moving under own power)</td>
<td>5 working days</td>
<td>• Strip Map (or route filled out on CHCR)</td>
</tr>
<tr>
<td></td>
<td>Transporting Sensitive Items (any type of vehicle) or HAZMAT/AMMO (above 50. cal)</td>
<td>10 working days</td>
<td>• CHQ Form 25EK CHCR</td>
</tr>
<tr>
<td></td>
<td>Eighth Army directed U.S. MP escorts for certain high visibility or sensitive movements</td>
<td>10 working days</td>
<td>• Strip Map (or route filled out on CHCR)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Police Escort Information Requirements Worksheet</td>
</tr>
</tbody>
</table>

**Notes:**
- Late submissions (<5 working days of departure) require a letter of lateness signed by an O5/GS13 in the requesting unit’s chain of command.
- Highway clearance requests are not processed on weekends and ROK/US holidays.
RAWLS Data Sheet

Rotating Amber Warning Light System (RAWLS):

- Lead and rear escort vehicles
  (Less than 2.6 meters x 7 meters: HMMWV Variants, FMTV, MATV, JLTV)

- All oversized vehicles
  (Greater than 2.6 meters x 7 meters HEMTT Variants, M915/916 series, HET)

- All tracked vehicles

<table>
<thead>
<tr>
<th>VEHICLE</th>
<th>NSN</th>
</tr>
</thead>
<tbody>
<tr>
<td>HMMWV</td>
<td>2590-01-107-9696</td>
</tr>
<tr>
<td>5 TON EXPANSIBLE VAN</td>
<td>6220-01-219-7621</td>
</tr>
<tr>
<td>COMMERCIAL UTILITY CARGO VEHICLE (CUCV)</td>
<td>2590-01-107-9696</td>
</tr>
<tr>
<td>OLDER 2.5-5T TRUCK</td>
<td>6220-01-219-7620</td>
</tr>
<tr>
<td>NEW 2.5-5T TRUCK</td>
<td>6220-01-195-1791</td>
</tr>
<tr>
<td>FMTV</td>
<td>6220-01-423-2337</td>
</tr>
<tr>
<td>HEMTT</td>
<td>6220-01-250-5190</td>
</tr>
<tr>
<td>LHS/PLS</td>
<td>6220-00-947-7535</td>
</tr>
<tr>
<td>M915 SERIES</td>
<td>6220-01-495-2851</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>VEHICLE</th>
<th>NSN</th>
</tr>
</thead>
<tbody>
<tr>
<td>M1070 HET</td>
<td>6220-01-449-1239</td>
</tr>
<tr>
<td>M1000 HET TRLR</td>
<td>6220-01-107-9696</td>
</tr>
<tr>
<td>M967 TANKER</td>
<td>6220-01-355-4371</td>
</tr>
<tr>
<td>M969 TANKER</td>
<td>6220-01-355-4371</td>
</tr>
<tr>
<td>M1062 TANKER</td>
<td>6220-01-355-4371</td>
</tr>
<tr>
<td>M747 SEMI-TRLR</td>
<td>2590-01-107-9696</td>
</tr>
<tr>
<td>M871/872 SEMI-TRLR</td>
<td>2590-01-107-9696</td>
</tr>
<tr>
<td>TRACKED VEHICLES (M1/2/3, M60, M88)</td>
<td>2590-01-107-9696</td>
</tr>
</tbody>
</table>

*References:
- AR 385-10: Army Safety Program
- AR 600-55: Army Driver and Operator Program
- TB 9-2590-510-23: Kit, Warning Light
## Appendix V
### Vehicle Dimensions (Lengths)

<table>
<thead>
<tr>
<th>Image</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Image" /></td>
<td>15 ft (4.6m)</td>
</tr>
<tr>
<td><img src="image2.png" alt="Image" /></td>
<td>27 ft (8.2m)</td>
</tr>
<tr>
<td><img src="image3.png" alt="Image" /></td>
<td>21 ft (6.4m)</td>
</tr>
<tr>
<td><img src="image4.png" alt="Image" /></td>
<td>21 ft (6.4m)</td>
</tr>
<tr>
<td><img src="image5.png" alt="Image" /></td>
<td>21 ft (6.4m)</td>
</tr>
<tr>
<td><img src="image6.png" alt="Image" /></td>
<td>23 ft (6.9m)</td>
</tr>
<tr>
<td><img src="image7.png" alt="Image" /></td>
<td>22 ft (6.7m)</td>
</tr>
<tr>
<td><img src="image8.png" alt="Image" /></td>
<td>42 ft (13m)</td>
</tr>
<tr>
<td><img src="image9.png" alt="Image" /></td>
<td>33 ft (10.2)</td>
</tr>
<tr>
<td><img src="image10.png" alt="Image" /></td>
<td>50 ft (15m)</td>
</tr>
<tr>
<td><img src="image11.png" alt="Image" /></td>
<td>53 ft (16m)</td>
</tr>
</tbody>
</table>
Appendix W
Example Tactical Movements (CHCR Requirements)

Required: (DAY OR NIGHT)

Required: (DAY OR NIGHT)

Required: (DAY OR NIGHT)

Required: (DAY OR NIGHT)

Required: (ONLY 2000-0600)

Not Required: (DAY OR NIGHT)
Appendix X
Example Tactical Movements thru AREA II

X-1. Example Tactical Movements thru AREA II (CHCR Requirements)

CHCR Required: (DAY OR NIGHT)

CHCR NOT Required: (DAY OR NIGHT)

CHCR Required: (ONLY 2000-0600; must clear Seoul by 0500)

CHCR Required: (ONLY 2000-0600; must clear Seoul by 0500)

Legend:

LEAD VEHICLE CONVOY FLAG  CONVOY SIGN (LEAD)
TRAIL VEHICLE CONVOY FLAG   CONVOY SIGN (TRAIL)
CONVOY COMMANDER FLAG        CONVOY AHEAD
RAWLS
X-2. Example Tactical Movements thru AREA II

4 or more tactical vehicles WILL NOT move through the restricted area from 0500-2000
Appendix Y
Transportation Smart Sheet

CHCR required for the following:

Convoy = four or more wheeled vehicles
Lead & Trail vehicles required

Tracked Vehicle Movements = lead & trail escort required.
Note: Only 2000-0600 are authorized movement times.

HET = Lead & Trail vehicles required
Note: Only 2000-0600 are authorized movement times.

Vehicles (including NTV’s) carrying weapons, armed Soldiers, or towing weapons (peacetime only)

Hazardous Cargo: Bulk fuel, any vehicle carrying ammunition larger that .50 cal. Rounds

Any oversized/overweight vehicle: Greater than 100” in width, 154” in height, 275” in length, or over 80,000 lbs
## Glossary
### Abbreviations

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>8A</td>
<td>Eighth Army</td>
</tr>
<tr>
<td>ACofS</td>
<td>Assistant Chief of Staff</td>
</tr>
<tr>
<td>AD</td>
<td>Assistant Driver</td>
</tr>
<tr>
<td>AK</td>
<td>Army in Korea</td>
</tr>
<tr>
<td>CC</td>
<td>Convoy Commander</td>
</tr>
<tr>
<td>DRAW</td>
<td>Deliberate Risk Assessment Worksheet</td>
</tr>
<tr>
<td>FMTV</td>
<td>Family of Medium Tactical Vehicles</td>
</tr>
<tr>
<td>HAZMAT</td>
<td>Hazardous Material</td>
</tr>
<tr>
<td>HEMTT</td>
<td>Heavy Expanded Mobility Tactical Truck</td>
</tr>
<tr>
<td>HET</td>
<td>Heavy Equipment Transports</td>
</tr>
<tr>
<td>HN</td>
<td>Host Nation</td>
</tr>
<tr>
<td>KATUSA</td>
<td>Korean Augmentees to USA</td>
</tr>
<tr>
<td>KPH</td>
<td>Kilometer Per Hour</td>
</tr>
<tr>
<td>KTO</td>
<td>Korean Theater of Operations</td>
</tr>
<tr>
<td>MATV</td>
<td>MRAP All-Terrain Vehicle</td>
</tr>
<tr>
<td>MFR</td>
<td>Memorandum for Record</td>
</tr>
<tr>
<td>MP</td>
<td>Military Police</td>
</tr>
<tr>
<td>MPH</td>
<td>Miles Per Hour</td>
</tr>
<tr>
<td>MRA</td>
<td>Maneuver Rights Area</td>
</tr>
<tr>
<td>MRAP</td>
<td>Mine-Resistant Ambush Protected</td>
</tr>
<tr>
<td>MSC</td>
<td>Major Subordinate Command</td>
</tr>
<tr>
<td>OPCON</td>
<td>Operational Control</td>
</tr>
<tr>
<td>PMCS</td>
<td>Preventative Maintenance Checks &amp; Services</td>
</tr>
<tr>
<td>RAWLS</td>
<td>Rotating Amber Warning Light System</td>
</tr>
<tr>
<td>Acronym</td>
<td>Description</td>
</tr>
<tr>
<td>---------</td>
<td>------------------------------------</td>
</tr>
<tr>
<td>ROK</td>
<td>Republic of Korea</td>
</tr>
<tr>
<td>ROKA</td>
<td>Republic of Korea Army</td>
</tr>
<tr>
<td>SOFA</td>
<td>Status of Forces Agreement</td>
</tr>
<tr>
<td>SOP</td>
<td>Standing Operating Procedure</td>
</tr>
<tr>
<td>SP</td>
<td>Start Point</td>
</tr>
<tr>
<td>TAA</td>
<td>Tactical Assembly Area</td>
</tr>
<tr>
<td>TACSOPO</td>
<td>Tactical Standing Operating Procedures</td>
</tr>
<tr>
<td>TC</td>
<td>Training Circular</td>
</tr>
<tr>
<td>TC</td>
<td>Track Commander</td>
</tr>
<tr>
<td>TCP</td>
<td>Traffic Control Point</td>
</tr>
<tr>
<td>TM</td>
<td>Technical Manual</td>
</tr>
<tr>
<td>TMP</td>
<td>Transportation Motor Pool</td>
</tr>
<tr>
<td>TOC</td>
<td>Tactical Operations Center</td>
</tr>
<tr>
<td>TSAK</td>
<td>Training Support Activity Korea</td>
</tr>
<tr>
<td>USFK</td>
<td>United States Forces Korea</td>
</tr>
<tr>
<td>VC</td>
<td>Vehicle Commander</td>
</tr>
</tbody>
</table>