

**BY ORDER OF THE COMMANDER,
374TH AIRLIFT WING**



AIR FORCE INSTRUCTION 91-207

**374TH AIRLIFT WING COMMAND
Supplement 1**

14 DECEMBER 2001

Safety

**THE US AIR FORCE TRAFFIC SAFETY
PROGRAM (PA)**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

NOTICE: This publication is available digitally on the 374 CS/SCSPE site at: <https://yokota.intranet/publishing/>. If you lack access, contact Publications Management Section (374 CS/SCSPE/225-8733).

OPR: 374 AW/SEG (MSgt E. H. McClain)
Supersedes AFI 91-207/374 AWSUP1, 1 May
2000

Certified by: 374 AW/SE (Lt Col J. S. Spear)
Pages: 4
Distribution: F

The following changes have been made to align this supplement with current Headquarters Pacific Air Forces Safety (HQ PACAF/SE) guidance. Any unnecessary guidance has been eliminated to the maximum extent possible. Adds additional information regarding authorized use and personal safety equipment required for mini-scooter on Yokota Air Base (AB). Clarifies guidance on the use of bicycles on the south overrun. Clarifies guidance on the use of headphones, earphones, or cell phones while jogging or running on designated paths. Clarifies guidance or requirements and the process by which to obtain motorcycle training and licensing. Clarifies guidance regarding the appropriate safety goggles and reflective vests required during motorcycle operations. New or revised material is indicated by a (|).

AFI91-207, 1 October 1995, is supplemented as follows.

1.3.1.1. (Added) (374 AW). Have the following publications available and be knowledgeable of the motorcycle safety requirements contained in them: AFI 91-207, *The US Air Force Traffic Safety Program*, 5 AFI 31-201, *Motor Vehicle Operations in Japan (PA)*, 5 AFI 31-201/374 AWSUP1, *Motor Vehicle Operations in Japan (PA)*, and this instruction.

1.3.2.1. (Added) (374 AW). Ensure personnel under their command who ride two-wheel vehicles (bicycles, motor scooters, mopeds, and motorcycles) are aware of the mandatory provisions of this instruction. Riding motorized two-wheel mini-scooters is prohibited at Yokota AB.

1.3.2.2. (Added) (374 AW). Commanders with units who have five or more motorcycle, motor scooter, or moped operators assigned must appoint a motorcycle safety representative and inform 374 AW Ground Safety (374 AW/SEG) in writing. The representative must be a motorcycle, motor scooter, or moped operator. Units with less than five operators will have their unit safety representative serve as the motorcycle safety representative.

1.3.2.3. (Added) (374 AW). Unit motorcycle safety representatives will maintain a current roster of all motorcycle, motor scooter and moped operators within the unit. Ensure that motorcycle safety materials are distributed to two-wheel vehicle operators within the unit.

1.3.2.4. (Added) (374 AW). Brief the following items to new applicants for two-wheel vehicle operator's permit (USFJ Form 4EJ, **U.S. Forces, Japan Operator's Permit for Civilian Vehicle [PA]**) prior to scheduled motorcycle safety training. Personal protective clothing, equipment, motorcycle operator training, motorcycle inspection, insurance, licensing, and registration requirements (see 5 AFI 31-201).

1.4. (Added) (374 AW). Motorcycle Safety Foundation (MSF) certified instructors will:

1.4.1. (Added) (374 AW). As a minimum teach two and assist in two classes yearly.

1.4.2. (Added) (374 AW). Coordinate 30 days prior to each new quarter with the 374 AW/SEG for instructor availability dates to teach and assist in conducting MSF certified training courses.

1.4.3. (Added) (374 AW). Complete PACAF Form 161, **Notification of Civilian/Military Injury or USAF Property Damage Ground Mishap Report**, on mishaps that occur during training courses conducted. Submit the completed PACAF Form 161 to 374 AW/SEG within 5 duty days. Notify 374 AW/SEG by phone call when the mishap occurs.

11.1. (Added) (374 AW). Pedestrians. Pedestrians are subject to traffic controls (signs and devices) and will be accorded all privileges provided by such controls. At all other places, they will yield the right-of-way to motor vehicles and bicycles. Reflective vests or belts are required for flight line and other industrial areas. Reflective armbands are not a suitable replacement for reflective vests or belts. They may be worn in addition to the reflective vest or belt.

11.2. (Added) (374 AW). Individuals are not authorized to jog, run, skate, blade, skateboard, ride scooters, or walk on roadways at anytime, unless authorized by the 374 AW Commander (374 AW/CC) or 374th Support Group Commander (374 SPTG/CC). The use of streets and roadways on Yokota AB as a play area is prohibited. Roller skates, in-line skates, scooters (to include kick-scooters), and skateboards are not to be worn or ridden inside any base facility. Use of scooters inside the base skate park is prohibited. Joggers will use designated areas, sidewalks, and paths. There will be no pedestrian traffic on the south over-run. Bicyclist are allowed on the south over-run as long as they do not impede traffic flow.

11.3. (Added) (374 AW). Non-motorized vehicles. The following requirements cover all Status of Forces Agreement (SOFA) sponsored personnel; bicycle riders on the roadway are subject to the same traffic laws as drivers of motorized vehicles. Sidewalks are not an authorized travel path for bicycles, except children in family housing, when it does not interfere with pedestrian traffic. Riders must wear an approved American National Standard Institute (ANSI), Snell Memorial Foundation, or host-nation certified helmet. The chinstrap must be properly fastened under the chin while wearing the helmet. When operating at night, riders will ensure bicycles are equipped with a light visible for 500 feet in front of the bicycle. A rear reflector, visible from 300 feet, should be affixed to the rear of the bicycle. Bicycle helmets must be equipped with an adjustable chinstrap. The chinstrap must be properly fastened under the chin while wearing the helmet. At night, it is highly recommended riders wear a reflective vest or belt.

11.4. (Added) (374 AW). All personnel (including dependents, family members, retirees, etc.) who roller skate, in-line skate, skateboard, or ride "Razor" style kick-scooters, on a PACAF installation must wear an approved ANSI, Snell Memorial Foundation, or host-nation certified helmet. The chinstrap must be properly fastened under the chin while wearing the helmet. The wear of elbow and kneepads are required (wrist guards are recommended) in the base skate park. At other times, the use of elbow pads, kneepads,

and wrist guards are optional but highly encouraged. All personnel who ride kick-scooters at night will have as a minimum, a half-inch wide strip of reflective tape wrapped (spiraled) around the full length of the vertical support bar and reflective tape on each side of the horizontal footboard (from front to back), to provide additional visibility. Scooter riders will yield to pedestrians walking on sidewalks at all times.

11.5. (Added) (374 AW). The wearing of portable headphones, earphones, use of cell phones, or other listening devices, while operating a motor vehicle, jogging, running, bicycling, riding a scooter, skating, or skate boarding at Yokota AB is prohibited. **(Exception: Use of headphones, earphones, or cellphones is permissible while jogging or running on designated paths.)** Do not wear any listening device, which would impede hearing and detection of impending danger.

13.1. (Added) (374 AW). Motorcycle training and licensing. Individuals who desire a license to operate a motorcycle, motor scooter, or moped must report to 374 AW/SEG. Individuals will have their motorcycle safety training evaluated to determine the appropriate course of action to become an authorized driver. Individuals will receive the 374 AW Motorcycle Information Package and a scheduling letter for safety training or evaluation. The letter must be coordinated with the individuals, unit motorcycle safety representative, and unit commander or designated representative before they are scheduled for training.

13.1.1. (Added) (374 AW). Motorcycle categories: Operators will be licensed to operate two-wheeled motor vehicles based on the size of the vehicle used for training or evaluation. The categories are as follows:

Category I: 0 - 50 cc moped or 0 - 250 cc motor scooter.

Category II: Motorcycles 125 cc or less.

Category III: Motorcycles 400 cc or less.

Category IV: Motorcycles 750 cc or less.

Category V: No restrictions to engine size.

13.1.2. (Added) (374 AW). Applicants who show proof of completion of an approved motorcycle safety course and Course II (local conditions) will be issued a student permit and will be scheduled for the Motorcycle Operator's Skill Test (MOST II) evaluation. Applicants who desire to operate a motorcycle, and do not show proof of an approved MSF operator training course, or equivalent, will attend the Motorcycle Rider Course: Riding and Street Skills (MRC: RSS). The approved courses include: MSF course, Specialty Vehicle Institute of America (SVIA), or MSF-based state-approved curriculum (taught by certified or licensed instructors; hands on training and a performance-based and knowledge-based evaluation). **NOTE:** Temporary permits are restricted to riding on base during daylight hours. Applicants must demonstrate their competency during the MOST II evaluation and upon successful completion of the MOST II evaluation, the MSF instructor will complete and issue the 374 AW Form 52, **Motorcycle Operator Test Report**, to the applicants. The 374th Security Forces Squadron Pass and Registration (374 SFS/SFOP) will issue a permanent permit in the appropriate category. Failures will be evaluated by the MSF instructor and appropriate training recommended on a case-by-case basis.

13.1.3. (Added) (374 AW). Before operation of any motorcycle, personnel shall successfully complete Course II (local conditions), and an approved rider, or operator safety course: MRC: RSS or Experienced Rider Course (ERC). Upon successful completion of the MRC: RSS, applicants will be given a completed 374 AW Form 52 and 374 SFS/SFOP will issue the permanent permit in the appropriate category. **NOTE:** Individuals scheduled to attend the MRC: RSS are authorize to operate their motorcycle to and from the training location. Those individuals who fail to successfully complete the MRC: RSS must report to 374 AW/SEG to be rescheduled for the next course.

13.1.4. (Added) (374 AW). Individuals who subsequently desire to operate a motorcycle in a higher category or carry passengers must go to 374 AW/SEG with a signed 374 AW Form 50, **Application for Operator's Permit for Civilian Vehicle (PA)**, to be scheduled for a MOST II evaluation.

NOTE: Motorcycle driver's permit will state in the remarks block "PASSENGER NOT AUTHORIZED" until the operator has met the 1-year experience requirement for riders who are initially licensed in Japan and have successfully completed the MOST II. Motorcycle operators who have, at least, 12-months riding experience upon arrival in Japan will not be "PASSENGER AUTHORIZED" until the operator has met, at least, a 3-month local riding acclimation period. Motorcycle operators (initially licensed in Japan or licensed prior to arrival) will not be authorized to upgrade to operate a higher category motorcycle until they have met, at least, a 3-month local riding acclimation period in Japan. A temporary permit will be issued for use until the MOST II evaluation. Temporary permits are restricted to riding on base during daylight hours. Upon successful completion of the MOST II, the individual will receive a completed 374 AW Form 52. 374 SFS/SFOP will issue a permit reflecting the upgrade.

14.1. (Added) (374 AW). Personal protective clothing and equipment: The following requirements cover all SOFA-sponsored personnel who operate or ride as a passenger on two-wheeled motor vehicles in Japan.

14.1.1. (Added) (374 AW). A motorcycle safety helmet will be worn with the chinstrap properly fastened. The helmet must meet ANSI, Snell Memorial Foundation, or US Department of Transportation (DOT) standards, and be at least a three-quarter inch or greater hard shell. Foreign made helmets may be worn, provided they meet or exceed these standards. Japanese Bureau of Safety

Standards (green and white sticker) approved helmets meet these standards.

14.1.2. (Added) (374 AW). Impact or shatter resistant goggles, or full-face shield, properly attached to the operator's helmet are required. A windshield or eyeglasses alone are not proper eye protection. Tinted face shields or goggles will not be worn at night.

14.1.3. (Added) (374 AW). Over-the-ankle footwear is required. Boots with non-slip soles, leather construction hi-top athletic shoes with thick soles, and purpose-made motorcycle safety shoes or boots are permitted.

14.1.4. (Added) (374 AW). Brightly colored reflective vests (reflective at night) or Japanese National Police vests (international orange, red, or green), with a minimum of 138 square inches of reflective material, are required to be worn at ALL times for motorcycle, motor scooter, and moped operations on and off Yokota AB. The reflective vest will be worn as designed. The reflective vest will be worn as an outer garment, and will be clearly visible and not covered or faded. Vest will be worn over backpacks. Reflective safety belts are not an authorized substitute for the brightly colored reflective vest. Reflective safety belts can be worn in addition to the reflective traffic vest, but not in lieu of.

21. (Added) (374 AW). Form Prescribed. 374 AW Form 52, Motorcycle Operator Test Report.

MARK E. STEARNS, Colonel, USAF
Commander