



**AIR FORCE MOTOR VEHICLE TRAFFIC
SUPERVISION**

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The OPR for this supplement is 45SFS/SFAR and 45SFS/SFOX. This supplement implements and extends the guidance of Air Force Instruction (AFI) 31-204, *Air Force Motor Vehicle Traffic Supervision*, 14 July 2000. The AFI is published word-for-word without editorial review. The 45th Space Wing (45SW) supplemental material is indicated in bold face. This supplement describes 45SW procedures for use in conjunction with the basic AFI. Upon receipt of this integrated supplement, discard the Air Force basic publication.

SUMMARY OF REVISIONS

This revision deletes paragraph **3.4.4.3.**; adds paragraph **3.5.6.2. (Added)** Individuals who plan to enter their vehicles into a consignment status at an off-base car dealership must terminate their vehicle base registration and remove the DD Form 2220 from their vehicle before placing the vehicle into consignment status. Although the car title remains in the existing owner's name until sold, leaving the DD Form 2220 on the vehicle during consignment is a potential security risk; changes paragraph **4.8.5.15.** to read, Privately procured rental vehicles (i.e., U-Haul, Ryder, etc.) and trailers are prohibited from parking on the installation. For exceptions see para **4.8.5.18. (Added)**; adds paragraph **4.8.5.17. (Added)** Privately owned trailers, personal watercraft, sailboats, recreational vehicles and campers are prohibited from parking on the installation except in the following areas: Fam Camp, Outdoor Recreation(boat dock--rental boats), Recreational vehicle lot(Services Compound), Auto Sales (For sale lot) and the Marina (Yacht Club). These vehicles must be properly registered with the 45th Services Squadron; and adds paragraph **4.8.5.18. (Added)** To provide limited service for those personnel who are executing a "Do It Yourself" move or are staying in temporary lodging, an area has been designated at the parking lot south of North housing adjacent to Riverside TLF. This lot will allow base customers to store small trailers and privately rented moving trucks for a seven day period on a cost free, space available basis. Boats, recreational vehicles and POV's are not permitted in this lot. Upon check-in at lodging or base housing, staff will inform

guests where they may park their trailers and to contact 45 SFS for permit instructions. Personnel may receive a permit from Security Forces by visiting the law enforcement desk that will be valid for a 7 day period. Trailers and vehicles not moved after the allotted time will be cited and owners contacted for immediate removal. Trailers and equipment parked in the designated short-term lot not registered with Security Forces will be considered illegally parked. Impound action may be initiated if equipment is left abandoned for more than 72 hours, per AFI31-204. A bar (|) indicates changes from the previous edition.

1.1.2.1. Personnel at Antigua Air Station and Ascension Auxiliary Airfield are subject to the host country driving codes.

1.3. **Delegation of Authority.** At Patrick AFB (PAFB), the 45 MSG/CC is the authority for suspension or revocation of driving privileges. The Det 1, 45 MSG/CC is the authority for suspension or revocation of driving privileges for Cape Canaveral Air Force Station (CCAFS) and Florida Annexes. Antigua Air Station and Ascension Auxiliary Airfield Commanders are the authority for their installations.

2.1.1.1. Maintain privately owned vehicle registration in the vehicle or on the driver's person while operating the vehicle.

2.1.1.2.1. (Added) International driver's licenses are accepted for transient vehicle operation. The AF Form 2293, **U.S. Air Force Motor Vehicle Operator Identification Card**, is not required for contractor-operated vehicles. However, if the contractor operates government provided equipment that is waived from commercial licensing under P. L. 99-540 (such as fire fighting equipment), issuance of an AF Form 2293 is required. Proof of authorization for government operation consists of a valid, signed AF Form 1800, **Operator's Inspection Guide and Trouble Report**, and a valid state license. Military personnel with an expired driver's license are governed by issuing state requirements.

2.1.1.4. Maintain proof of a current POV insurance policy in the vehicle or on the drivers' person.

2.1.1.5. (Added) PAFB Flight Line Driver's Certification Operators on the PAFB flight line or aircraft taxiway/parking apron must possess an AF Form 483, **Certificate of Competency** (Flight Line Certification), or an AF Form 2293 stamped with "AUTH-FLT LINE PAFB".

2.2.1.2.1. (Added) Vehicles and personnel are subject to random inspections at installation entry gates in accordance with procedures set forth in AFI 31-204, paragraph 2.2. and SWI 31-102, paragraph 4.6. Security Forces should cite POVs with defects or POVs in violation of the law when conducting entry checks.

2.2.1.2.2. (Added) Individuals who refuse consent to Security Forces during a commander-directed random vehicle inspection while on any 45 SW installation. The period of suspension shall be for 1 year from the date of notification.

2.5.1.2.1. (Added) For all individuals who are issued a citation for not wearing a seatbelt while operating a government/private owned vehicle on any 45th Space Wing Installation, the period of suspension shall be for 1 month for the first offense and 1 year for every offense thereafter. Suspension period begins on the date of notification.

2.5.1.3.2. Blood Alcohol Content (BAC): Charge non-active duty persons with a BAC of .08 or more with Driving Under the Influence (DUI); charge non-active duty persons with a BAC of .05 -.08 with Driving While Impaired. (FS 316.193 (a), (b), and (c)).

2.5.2.1.2.1. (Added) For individuals receiving administrative action for driving under the influence of alcohol by on base security forces or civilian law enforcement agencies, the period of suspension shall be for 1 year from the date of notification.

2.5.2.5. (Added) Individuals who accumulate 12 traffic points in a 12 month period, or 18 points in a 24 month period must attend a Florida Department of Transportation approved traffic school at their own cost in order to re-instate driving privileges. A list of approved schools can be obtained from 45 SFS/SFA.

2.7.2.2.1. (Added) Security Forces personnel will immediately issue preliminary suspension letters to individuals detained for DUI or DWI. 45 MSG/CC will sign letters for members assigned to, or incidents occurring at, at PAFB and CCAFS. Pre-signed letters will be effective upon receipt.

2.7.2.3.2. Any individual issued a suspension of installation driving privileges letter who believes compelling reasons exist to modify or terminate the suspension, may submit a written request to 45 SFS/SFAR through their unit commander, if applicable. Request will then be forwarded to the 45 MSG/CC for final disposition.

2.10.1. Send requests for partial or restricted driving privileges or applications for an administrative hearing to 45 SFS/SFAR through their unit commander, if applicable, or for CCAFS MSG/CC via the Det. 1, 45 MSG/CC. Request will then be forwarded to the 45 MSG for final disposition.

2.10.3. (Added) Individuals with revoked or suspended installation driving privileges cannot operate a government vehicle unless granted restricted privileges. Unit commanders must ensure these individuals do not keep their government driver's license or AF Form 483 for flight line operations. Forward government driver's license documents to 45 SGS/LGTO and AF Form 483 to 45 OSS/DOG for entry in the individual's permanent driving record.

3.1.1.3. (Added) All personnel who live or work on PAFB, or frequently use the facilities, must register POVs within 30 days of their assignment to PAFB/CCAFS or the date of vehicle purchase. Individuals badged for access to CCAFS may present their badge for access to Patrick AFB in lieu of registering their vehicle.

3.1.1.4. (Added) Renew POV registration in the sponsor's birth month in the year of expiration.

3.1.1.5. (Added) Dependents whose active duty sponsor is assigned overseas must show sponsor's orders to register a POV. Family members under the age of 18 must show registration in both the sponsor's and the family member's name or a letter from the sponsor giving authorization to operate and register the POV.

3.1.1.6. (Added) To register a motorcycle, individuals must possess a valid state driver's license (with motorcycle endorsement if required by the state), registration, and proof of insurance. Military and DoD civilians (to include NAF) must possess a motorcycle safety foundation (MSF) course completion card. If personnel do not have a MSF card, they must complete the 45 SW/SE motorcycle safety course or equivalent, and carry this card while operating the motorcycle. If personnel have not attended the course, issue them an AF Form 75, **Visitor/Vehicle Pass**, which expires on the completion date of the next scheduled class. For scheduled class dates call 45 SW/SEG. Registered owners of motorcycles are responsible for incidents and accidents if they loan their motorcycle to a person who has not attended the motorcycle safety course.

3.1.1.6.1. (Added) Personnel not wearing personal protective equipment (PPE) according to DODI 6055.4 and AFI91-207 will:

3.1.1.6.2. (Added) Be refused entry at installation gates. Military personnel will be cited and required to park their motorcycle until the appropriate PPE can be obtained.

3.1.1.6.3. (Added) Be issued a DD Form 1408, **Armed Forces Traffic Citation**, escorted to the nearest gate, and assessed four points according to AFI31-204, **Table 5.2.** A copy of tickets issued to Air Force personnel will be forwarded to their unit commander. A copy of tickets issued to a contractor will be forwarded to 45 CONS. A copy of tickets issued to all other individuals will be forwarded to 45 MSG/CC (if at PAFB) or to the Det 1, 45 MSG/CC (if at CCAFS).

3.1.5.2. (Added) To receive an AF Form 75 at PAFB, sponsored visitors must show a valid state driver's license and proof of current state registration and insurance.

3.1.5.3. (Added) Upon sponsor's request, passes may be renewed (extended) after 30 days. Extended passes are issued during duty hours at building 577, Pass and Registration Section. The sponsor must be present.

3.1.5.4. (Added) The AF Form 75 is not required when:

3.1.5.4.1. (Added) TDY and PCS personnel (with orders) who operate rental vehicles (maintain rental agreement in the vehicle).

3.1.5.4.2. (Added) Group activities (parties, tournaments, classes, etc.) with more than 10 guests will submit requests in writing to 45 SFS/SFO at least 3 duty days prior to the event. Include the event, time, date, location, names of guests, and the sponsors telephone number. The sponsor is responsible for all the guests while they are on the installation.

3.1.5.4.3. (Added) Individuals and organizations contracted to provide services will be issued a badge by 45 SFS/SFOP for the length of the contract (not to exceed 1 year). Contractors may renew badges 30 days prior to expiration.

3.1.5.4.4. (Added) Marked commercial vehicles with a PAFB bill of lading, invoice or work order. Customer identification and contact telephone numbers are required.

3.1.5.4.5. (Added) Taxis entering the installation carrying a passenger with a military identification card or other valid forms of identification. Taxis arriving to pick up passengers must provide verification they have authority to enter the installation.

3.1.5.4.6. (Added) Federal, state, county or city owned vehicles are authorized entry when on official business and the driver produces identification from that agency.

3.4.1. The DD Form 2220 is not honored on CCAFS or its Florida Annexes. POV operators must comply with the registration requirements in AFI31-204, paragraph 3.2.

3.4.1.1. (Added) When re-registering POVs, individuals must provide the number from the previously issued DD Form 2220, **DoD Registered Vehicle**. A new decal will be issued if the old decal is mutilated, overly worn, faded or otherwise unreadable.

3.4.1.2. (Added) Remove decals from the vehicle and return it to the Visitor's Control Center when registration is terminated or the vehicle is sold or otherwise transference of registration occurs.

3.4.1.3. (Added) An unauthorized person will not use a registered POV to gain entry to PAFB. (Vehicles registered on the installation must not be used by unauthorized personnel to enter PAFB. When loaning registered vehicles, the owner must warn personnel of the prohibition.)

3.4.4.1. (Added) Place decals in the top center or driver's side bottom corner of POV windshield. (POVs with windshield wipers that travel over the top of the windshield place decal slightly off-center.) Place the decals on a visible front portion of motorcycles. The decal must be permanently attached to the vehicle

(not on a separate placard). POV operators with faded, expired or mutilated decals must obtain a new one. Retired Generals, Colonels, and Chief Master Sergeants are entitled to a decal depicting their appropriate rank emblem. Family members of deceased Generals, Colonels, and Chief Master Sergeants are not authorized the rank emblem.

3.4.4.2. (Added) If the sponsor owns the vehicle, then the family member will need a notarized letter from the sponsor giving authorization to operate and register the POV. When this occurs, the vehicle will be registered in both the family member and sponsor's names.

3.4.4.3. (Delete) DOD, Non-Appropriated Fund (NAF) civilians, and contractors (and family members) must register their vehicles on base. Civilian and NAF personnel will receive a DD Form 2220.

3.5.6.1. (Added) If the vehicle is sold to personnel having no affiliation with PAFB or you are leaving the area under PCS orders, ensure the DD Form 2220 is removed and returned to 45 SFS/SFOP; registration will be terminated.

3.5.6.2. (Added) Individuals who plan to enter their vehicles into a consignment status at an off-base car dealership **must terminate their vehicle base registration and remove the DD Form 2220 from their vehicle before placing the vehicle into consignment status.** Although the car title remains in the existing owner's name until sold, leaving the DD Form 2220 on the vehicle during consignment is a potential security risk.

3.6.1. (Added) Storage trailers entering CCAFS must have written permission from the Det 1, 45 MSG/CC and a valid license plate permanently affixed in plain view. Storage trailers entering PAFB only require a valid license plate permanently affixed in plain view. Office modular trailers must display a facility identification number issued by Facilities Planning (45 CES/CERR). Immediately anchor trailers to the job site as required by Florida Division of Motor Vehicles.

4.2.3.1. Only operators ride mopeds - no passengers.

4.2.3.1.1. (Added) A rearview mirror is attached to each side of the handlebars on Two Wheeled Vehicles (TWV).

4.2.3.1.2. (Added) Operator and any passenger must wear protective equipment as follows:

4.2.3.1.2.1. (Added) Protective helmet. According to AFI91-207, paragraph 14, helmets must be properly worn, fastened and at a minimum meet Department of Transportation (DoT) standards. Helmets approved by either the SNELL Memorial Foundation or American National Standards Institute meet standards set forth by the DoT. Operator and any passenger must wear impact resistant goggles or a full-face shield on their helmet.

4.2.3.1.2.2. (Added) Impact or shatter resistant goggles or a full-face shield properly attached to the helmet. A windshield or eye glasses alone are not proper eye protection.

4.2.3.1.2.3. (Added) Brightly colored or contrasting vest or jacket as an outer upper garment during the day and reflective during the night. Outer upper garment will be clearly visible and not covered (bright colors include colors such as: hot pink, lemon-lime, international orange, bright red, or any fluorescent color etc.).

4.2.3.1.2.4. (Added) Long sleeved shirts or jackets, full fingered motorcycle gloves or mittens, and long trousers.

4.2.3.1.2.5. (Added) Sturdy footwear: Leather boots or over the ankle shoes are strongly encouraged.

4.2.3.1.2.6. (Added) Individuals will not ride TWVs while carrying any package, bundle, or other article that prevents them from keeping both hands on the handlebars.

4.2.3.1.2.7. (Added) Operation of TWVs and all other vehicles off roadways is prohibited unless for official reasons.

4.2.3.1.2.8. (Added) TWV headlights must be on at all times, according to AFI91-207, *The U.S. Air Force Traffic Safety Program*.

4.2.3.2.1. Persons driving or riding in a motor vehicle on the installation will use installed occupant protective devices (restraints, air bags, child safety seats, etc.). Vehicle operators will be ticketed and assessed four points if anyone in the vehicle is observed not wearing occupant protective devices per AFI31-204, **Table 5.2.**

4.2.3.2.2. All persons driving or riding in government vehicles on or off the installation must use protective devices. **EXCEPTION:** AFOSI on-duty agents and Security Forces (who are acting as augmentees for AFOSI agents) not driving, but performing protective services operations will use seat belts at their discretion.

4.2.3.2.3. Infant and child restraint devices (car seats) are required for children five years of age or younger. Children must be one year of age *and* weigh 20 pounds or more before they ride in a forward facing position (FS 316.613(1)(a)).

4.2.3.2.4. Vehicles of model years 1965 and newer must have installed occupant protective devices within the passenger compartment of the vehicle. Vehicles manufactured before 1966 must have occupant restraints installed if required by the state of Florida.

4.2.3.3. Wearing of portable headphones, use of handheld cellular phones, and other similar devices while operating a motor vehicle is prohibited. Vehicle operators will be ticketed and assessed three points for the use of these items while driving. **NOTE:** Use of a single earphone for cellular telephone use is authorized.

4.2.6. All Terrain Vehicles (ATV): An ATV is a motorized vehicle with three or more wheels, low tire pressure, a wheel base of 50 inches or less, an overall weight of 600 pounds or less, and a seat to be straddled by the operator. **NOTE:** POVs may not be used as off road vehicles.

4.2.6.1. (Added) ATV operators will wear protective equipment (listed in paragraphs **4.2.3.1.2. (Added)** through **4.2.3.1.2.5. (Added)**) and complete an approved ATV Safety Course.

4.4. **Speed-measuring Devices.** Laser and radar speed measuring devices are routinely used by Security Forces Personnel at CCAFS/PAFB. Radar and laser detection devices are prohibited. Devices used to transmit simulated erroneous speeds (jammers) are also prohibited.

4.4.2.1.1. (Added) The RADAR Training program includes use of RADAR and laser speed measuring devices. RADAR training is conducted by the Brevard County Sheriff Office (BCSO) on a quarterly basis. Classes are held at the Brevard Community College Campus.

4.5.1. Security Forces at PAFB and CCAFS and Florida Annexes, and RTSC Fire/Security Patrols at Antigua Air Station and Ascension Auxiliary Airfield complete an AF Form 1315, **Accident Report**, (or equivalent) for accidents requiring detailed investigation.

4.5.1.2.1. (Added) Conduct detailed investigation of accidents where, in the opinion of the investigating officer, damage exceeds \$10,000.00 (for POVs or private property) or \$2,000.00 (for GOVs).

4.5.3. (Added) Complete AF Form 1315 when accidents involve disabling damage or injuries. An AF Form 1315 must be accomplished if the facts acquired from investigation indicate lack of correlation between damage and accident chain of events or fraudulent insurance claim anticipated, etc. Forward completed AF Form 1315 to 45 SW/SEG when accident involves government vehicles, property, or equipment.

4.5.3.1. (Added) A vehicle that cannot be driven under its own power, in its customary manner, without further damage or hazard to itself or to other traffic elements on the roadway, must be towed.

4.5.4. (Added) Hit and Run (fleeing the scene) Accidents. Hit and run is a motor vehicle traffic accident where a driver attempts to evade the responsibility of revealing their identity or giving aid. These accidents are investigated to identify causes and to attempt to locate and identify the fleeing driver and vehicle.

4.5.4.1. (Added) Property Damage: The driver of any vehicle, which collides with or is involved in an accident with any vehicle or property which is unattended resulting in any damage to such vehicle or property shall immediately stop and attempt to locate/notify the operator/owner of the vehicle/property. If unable to locate they will securely attach a written notice giving the drivers name, address, and registration number of the vehicle he/she is driving, and without delay notify the security forces.

4.5.5. (Added) Request state law enforcement investigate accidents with serious bodily injury or death occurring in proprietary jurisdiction.

4.5.6. (Added) Security Forces or RTSC Fire/Security Patrols respond to all on-base accidents to accomplish accident management measures.

4.5.7. (Added) Complete a blotter entry and an Accident Information Worksheet on accidents with non-disabling damage and on minor accidents reported by the owner.

4.5.8. (Added) Issue a citation if an obvious traffic violation has occurred.

4.5.9. (Added) Blotters at PAFB and CCAFS will be reviewed daily by the appropriate security office. Any information addressing accidental damage to government vehicles, property, equipment or damage to private property that resulted from an Air Force operation will be forwarded to 45 SW/SEG. Transmission may be by phone or E-mail.

4.8. **Parking.** Parking (reference *Manual on Uniform Traffic Control Devices and Military Traffic Management Command Traffic Engineering Agency*).

4.8.5. (Added) Prohibited Parking:

4.8.5.1. (Added) In yellow hashed areas or where posted.

4.8.5.2. (Added) On grassed or seeded areas.

4.8.5.3. (Added) In such a manner as to impede traffic flow or the movement of legally parked vehicles.

4.8.5.4. (Added) Blocking driveways, fire lanes, or loading docks.

4.8.5.5. (Added) Within 50 feet of liquid propellant storage tanks or within 25 feet of lines containing liquid propellants.

4.8.5.6. (Added) Within 25 feet of buildings or fences where parking is not already designated or within restricted or controlled area 30-foot clear zones.

4.8.5.7. (Added) Any place not designated for parking.

4.8.5.8. (Added) On navy wharves (applies only to POVs).

4.8.5.9. (Added) Within 15 feet of an intersection.

4.8.5.10. (Added) In the opposite direction of traffic flow.

4.8.5.11. (Added) Motorcycle parking is permitted at the end of parking lanes in yellow-hashed areas.

4.8.5.12. (Added) Leaving Children Unattended in Motor Vehicles: Children under 6 years-of-age may not be left unsupervised or unattended in a vehicle for any reason. Security Forces may use whatever means necessary to safeguard a child found unattended to include forcibly entering a vehicle. If the child is removed due to an emergency (heat stroke, overheating, etc.), written notification is left on the vehicle if the guardian cannot be immediately located. Children between the ages of 6 and 12 may not be left unattended for periods longer than 15 minutes, for any reason.

4.8.5.13. (Added) Leaving Animals Unattended in Vehicles. Animals may not be left unattended in a vehicle for a period longer than 15 minutes for any reason. Security Forces will forcibly enter a vehicle to remove an animal.

4.8.5.14. (Added) Cite all unauthorized personnel parked in accessible parking and on sand dunes using the DD Form 1805 according to AFI51-905, *Use of Magistrate Judges for Trial of Misdemeanors Committed by Civilians*.

4.8.5.15. (Added-45SW) Privately procured rental vehicles (i.e. U-Haul, Ryder, etc) and trailers are prohibited from parking on the installation. For exceptions see para **4.8.5.18. (Added)**

4.8.5.16. (Added) Three parking violations within 90 days or five parking violations within one year shall result in a three-month suspension of on-base driving privileges. Parking violations in excess of these numbers shall result in a 6-month suspension of on-base driving privileges. CCAFS uses a traffic point system of 12 points in 12 months or 18 points within 18 months.

4.8.5.17. (Added) Privately owned trailers, personal watercraft, sailboats, recreational vehicles and campers are prohibited from parking on the installation except in the following areas: Fam Camp, Outdoor Recreation(boat dock--rental boats), Recreational vehicle lot(Services Compound), Auto Sales (For sale lot) and the Marina (Yacht Club). These vehicles must be properly registered with the 45th Services Squadron.

4.8.5.18. (Added) To provide limited service for those personnel who are executing a "Do It Yourself" move or are staying in temporary lodging , an area has been designated at the parking lot south of North housing adjacent to Riverside TLF. This lot will allow base customers to store small trailers and privately rented moving trucks(Uhaul, Ryder, etc.) for a seven day period on a cost free, space available basis. Boats, recreational vehicles and POV's are not permitted in this lot. Upon check-in at lodging or base housing, staff will inform guests where they may park their trailers and to contact 45 SFS for permit instructions. Personnel may receive a permit from Security Forces by visiting the law enforcement desk that will be valid for a 7 day period. Trailers and vehicles not moved after the allotted time will be cited and owners contacted for immediate removal. Trailers and equipment parked in the designated short-term lot not registered with Security Forces will be considered illegally parked. Impound action may be initiated if equipment is left abandoned for more than 72 hours, per AFI31-204.

4.8.6. (Added) The 45th Space Wing Traffic Control Board/Sign Committee chaired by the 45 MSG/CD approves all requests for reserved parking. Reserved parking requests will be submitted for all parking areas/spaces. Requests will be considered for the following: short-term customer (time limited between

15-minutes and 1-hour), delivery/service, visitors, key personnel, volunteers, organizations with unusual working requirements, and government-owned or leased vehicles.

4.8.6.1. (Added) The board will address traffic safety problems and reserve parking issues at PAFB and CCAFS.

4.8.6.2. (Added) Be made up, as a minimum, of the 45 CES Traffic Engineer and a representative from 45 SFS, 45 SW/SEG, and 45 CES/CEO.

4.8.6.3. (Added) Meet with the sign committee off-line if issues cannot wait for a scheduled meeting. Proposed actions from off-line meetings will be reviewed and approved by 45 MSG/CD.

4.8.6.4. (Added) Traffic safety problems will include issues that stem from personal observations, results of 45 SFS or SE mishap investigations, Hazard Report Evaluations, and safety inspection findings.

4.8.6.5. (Added) Assign reserved parking spaces according to the following priorities, based on the shortest walking distance to work/service areas: handicapped accessible, official vehicles used during duty hours, van and car pools, and single occupant vehicles.

4.8.6.6. (Added) Mark spaces with appropriate signs according to the base striping and sign standards.

4.8.6.7. (Added) If reserved parking spaces are not used according to their assignment or there is a change in the requirement for the space, the space is reviewed for removal. Report changes to the 45th Space Wing Traffic Control Board/Sign Group via the 45th Civil Engineer Squadron Customer Service Desk.

4.8.6.8. (Added) Reserved parking spaces are valid 24-hours a day, 7-days a week. Vehicles parking in the reserved spaces without a permit or proper justification are subject to traffic enforcement. Organizations with reserved parking spaces are responsible for reporting violations to the 45th Security Forces Squadron.

4.8.6.9. (Added) Allotted reserve parking spaces are determined according to several factors.

4.8.6.10. (Added) Organization commanders may request a limited number of parking spaces, normally not to exceed 10% of the total area (including accessible spaces) available for parking at the building/activity. Of this 10%, up to one-half may be assigned to key personnel. The remaining spaces should be reserved for government-owned or leased vehicle, functional specific vehicle, and accessible parking.

4.8.6.11. (Added) Accessible spaces will be designated according to the most current Americans with Disabilities Act Accessibility Guidelines (ADAAG) or Uniform Federal Accessibility Standards (UFAS), whichever is more stringent. More accessible spaces than required will be considered on a case-by-case basis. Some areas may need more spaces due to entrance locations or function. Accessible parking spaces will be located immediately adjacent to the nearest building entrance.

4.8.6.12. (Added) Clearly mark visitor parking at convenient locations.

4.8.6.13. (Added) Reserved parking in community areas will receive more strict scrutiny in order to better facilitate the customer. Community areas include the BX, Commissary, Mini-mall, Medical Clinic, Dental Clinic, Satellite Pharmacy, Fitness Center, and Base Library. They will be limited to only Wing Commander, Vice Wing Commander, accessible, volunteer by permit, motivational/ incentive-based, and short-term spaces. No more than 5% of the parking in these areas may be reserved.

4.8.6.14. (Added) Certain community areas on base have been identified as multi-use facilities. These facilities are classified "multi-use" because of their unique nature; they can serve as either their primary

function or as a meeting place for official business (commander's call, retirement ceremony, formal functions, etc.). The locations are listed, along with the number of reserved and accessible spaces allotted for each. Parking is typically reserved at these facilities for positions such as 45 SW/CC, 45 SW/CV, 45 SW/CCC, Flag officers, colonels, etc.

Table 4.1. (Added) Reserved Parking Allocations for Special Multi-Use Facilities.

Facility	Total Accessible Spaces Required	Reserved Spaces (Non-Accessible)
Officers' Club	8	4
NCO Club North	6	3
NCO Club South (AFTAC East)	6	1
Riverside Dining Facility	5	4
Manatee Cove Golf Course	8	3
Marina	3	2
Bowling Alley	3	2

4.8.6.15. (Added) Reserved parking for key personnel is limited to, but not necessarily include, all of the following: Installation commander, senior commanders with the grade of O-6 or above, squadron commanders, first sergeants, civilians with the grade of GM-15 or above, deputy commanders/directors and persons specifically designated by the installation commander.

4.8.6.16. (Added) Organizations requesting reserved parking spaces must submit their request in writing to the 45th Civil Engineer Squadron Customer Service Desk. The request will be on an AF Form 332, signed by the Unit Commander. The AF Form 332 must contain the name, grade, office symbol, and duty phone of the requesting official and have an exact description of the parking space location. Upon approval, CE will install the appropriate reserved/restricted parking signs, bumper blocks, pavement striping, and/or curb markings.

4.9.2. Use the DD Form 1805, **Violation Notice**, to refer violators to the U.S. Magistrate system. Violations/Personnel not chargeable through the U.S. Magistrate are referred to the violator's supervisor using the DD Form 1408, **Armed Forces Traffic Ticket (PAFB)** or the **KSC/CCAFS Citation (CCAFS)**.

4.9.3.1. (Added) Make DD Form 1408, **Armed Forces Traffic Ticket**, appeals to 45 MSG/CC and **KSC/CCAFS Citation** appeals to Det 1, MSG/CC. For PAFB personnel, appeals must be in writing and submitted within five working days of the citation date through the individual's unit first sergeant and commander to 45 SFS/SFAR and 45 SFS/CC. Upon review, appeals will be sent to 45 MSG/CC for final disposition. For KSC/CCAFS personnel, appeals must be in writing and submitted within five working days of the citation date through the individual's unit first sergeant and commander to the Det 1, 45 MSG/CC for final disposition. To appeal the issuance of a DD Form 1805, **United States District Court Violation Notice**, the cited party has the right to appear before a U.S. Magistrate Judge at the U.S. District Court in Orlando, FL. Contact procedures are on the DD Form 1805. Upon final adjudication by the U.S. Magistrate Judge, the applicable points will be assessed against the individual's base driving record. In the event the court dismisses the citation, no points will be assessed. If the individual fails to pay or appear in court on the scheduled date, a federal warrant may be issued for the individual's arrest. If a warrant is issued, the individuals base driving privileges will be automatically revoked and temporarily denied access to PAFB and CCAFS until resolution of the warrant.

4.9.5. See **Attachment 4 (Added)** for CCAFS Jurisdiction.

4.9.6. (Added) Florida State Procedural Law Chapter 901.15(8) (FS 901.15(8)) provides that Security Forces may, with probable cause and by sworn affidavit (**Attachment 3 (Added)**), request the arrest of civilian violators on military property over which the State of Florida has jurisdiction (PAFB South Hous-ing.) If the offense is a misdemeanor, it must occur in the presence of the Security Forces official or be a statutory exception to the misdemeanor rule. Security Forces officials may detain the offender until civilian law enforcement personnel arrive. Civilians who commit the following criminal offenses in prop-rietary jurisdiction are referred to a county court based upon a sworn affidavit provided to a Brevard County Sheriff's Deputy by the Security Forces official:

4.9.6.1. (Added) Fleeing or attempting to elude a police officer (violation of FS 316.1935).

4.9.6.2. (Added) Leaving the scene of an accident (violation of FS 316.027 and FS 316.061).

4.9.6.3. (Added) Driving or being in actual physical control of any vehicle while under the influence of alcohol; any chemical substance set forth in FS 877.11; or any substance controlled under Chapter 893 (violation of FS 316.193); or while driving with an unlawful blood alcohol level.

4.9.6.4. (Added) Reckless driving (violation of FS 316.192).

4.9.6.5. (Added) Making false accident reports (violation of FS 316.067).

4.9.6.6. (Added) Willfully failing or refusing to comply with any lawful order or direction of any police officer or member of the fire department (violation of FS 316.072(3)).

4.10.3. State of Florida certification is required for breath testing device operators.

4.14.6. (Added) A person may be charged with driving under the influence of alcohol or a controlled sub-stance without evidential blood, breath, or urine testing. The charge is based on other evidence of intoxi-cation available at the time.

4.17. **Off-installation Traffic Activities.** Civilian traffic violations reported to Security Forces are pro-cessed the same as if committed on base. Administrative action is taken in accordance with established procedures. The State of Florida and the state where the violator is licensed are notified of revocation actions.

4.17.1. (Added) Make a blotter entry for off-base driving under the influence (DUI) cases involving active duty military assigned to PAFB. The unit of assignment maintains liaison with 45 SFS/SFAR to provide updates and changes to court dates.

4.20. (Added) **The Florida Uniform Traffic Controls Laws.** Chapter 316, of the State of Florida Code, apply to all pedestrians, individuals operating motor vehicles, bicycles, motorcycles, motor driven cycles, or off-road type vehicles within the boundaries of PAFB, CCAFS, and the Florida Annexes. Motor vehi-cles are defined as an automobile, motorcycle, truck, trailer, semi-trailer, truck tractor, semi-trailer combi-nation or any other vehicle operated on the roads of this state, used to transport persons or property, and propelled by power other than muscular power, but the term does not include traction engines, road roll-ers, such vehicles as run only upon a track, bicycles, or mopeds. In addition to these provisions of the state of Florida, the following rules and regulations apply:

4.20.1. (Added) Comply with the financial responsibility laws of the State of Florida when operating a motor vehicle on the installation.

- 4.20.2. (Added) At CCAFS the maximum speed is 50 mph unless otherwise posted. However, no person will exceed a speed that is reasonable, prudent, and safe for existing road conditions.
- 4.20.3. (Added) At PAFB the maximum speed is 25 mph unless otherwise posted. However, no person will exceed a speed that is reasonable, prudent, and safe for existing road conditions.
- 4.20.4. (Added) The maximum speed in parking lots is 5 mph.
- 4.20.5. (Added) Do not operate a vehicle at such a slow enough speed as to impede traffic unless road conditions so warrant.
- 4.21. (Added) **Bicyclists.** Bicyclists are required to obey all traffic laws, signals, signs, etc. When dismounted, pedestrian regulations apply.
- 4.21.1. (Added) Bicyclists shall only ride a bicycle upon or astride a permanent and regular attached seat.
- 4.21.2. (Added) Bicycles, or bicyclists, shall not carry more persons at one time than the number for which the bike is designed and equipped.
- 4.21.3. (Added) Bicycles, or bicyclists shall not be attached to any moving vehicle while being operated on the roadway.
- 4.21.4. (Added) Bicyclists shall ride as near to the right side of the roadway (with the flow of traffic) as practicable. Exercise due care when passing a standing vehicle or one proceeding in the same direction.
- 4.21.5. (Added) Bicyclists shall not ride abreast of another bicycle except on paths or roadways set-aside for the exclusive use of bicycles.
- 4.21.6. (Added) Bicyclists shall keep at least one hand on the handlebars.
- 4.21.7. (Added) Bicycles used between sunset and sunrise must be equipped with a lamp on the front and with a red reflector and lamp on the rear. The lamp on the front will emit a white light visible from a distance of at least 500 feet to the front. The red lamp and reflector on the rear will be visible at distances of 600 feet.
- 4.21.8. (Added) Bicycles must be equipped with a brake or brakes that will enable the operator to stop the bicycle within 25 feet from a speed of 10 mph on dry, level, clean pavement.
- 4.21.9. (Added) Bicycles shall not be parked on paved roadways.
- 4.21.10. (Added) Bicycles shall not be operated on or across Phillips Parkway at CCAFS during the hours of 0600-0830 and 1430-1730, Monday through Friday. Do not operate on the PAFB section of South Patrick Drive. At PAFB riders must use the Bike Path, which begins after entering the South Gate and continues through Central Housing.
- 4.21.11. (Added) Bicyclists must wear high visibility colored clothing when operating bicycles, especially during periods of limited visibility. Reflective gear is also recommended.
- 4.21.12. (Added) Bicycles must be secured in a bike rack, to a fixed object, or at a secured area when not in use.
- 4.21.13. (Added) Bicyclists shall not wear portable headphones, earphones, or other similar devices while operating a bicycle in a traffic environment (roadways, parking lots, industrial and launch complexes, etc.).

4.21.14. (Added) All personnel (including military, civilian, NAF, retirees, contractors, etc.) who ride bicycles on PAFB and CCAFS must wear an approved (i.e. American National Standards Institute (ANSI) or Snell Memorial Foundation) bicycle helmet. Violators are cited utilizing DD Form 1408, **Armed Forces Traffic Ticket**.

4.21.14.1. (Added) Workers operating bicycles in areas that require the use of ANSI-approved helmets (hard hats) for protection from falling and flying objects are allowed to use those helmets instead of approved bicycle helmets. The hard hat must be held firmly in place by its strap.

4.21.14.2. (Added) Personnel operating bicycles in industrial and flight line areas designated as no-hat areas due to potential of FOD do not need to wear a bicycle helmet.

4.21.14.3. (Added) Security Forces who believe a bicycle is unsafe or its equipment is not in proper adjustment or repair may stop the cyclist and inspect it for proper operation and adjustment.

4.21.14.4. (Added) Personnel operating bicycles or other modes of transportation on jogging paths will yield to pedestrian traffic.

4.22. (Added) **Vehicles.**

4.22.1. (Added) Security Forces or fire department personnel controlling traffic have precedence over posted traffic control devices. Traffic signs, markings, and signals will govern at all other times.

4.22.2. (Added) Do not follow a vehicle so closely that, if the first vehicle comes to a halt, the following vehicle will block an intersecting street.

4.22.3. (Added) Drivers will not follow another vehicle more closely than is reasonable and prudent, having due regard for the speed of such vehicles and the traffic upon, and the condition of the roadway.

4.22.4. (Added) Operate tugs, forklifts, tractors, and other slow moving vehicles and equipment to the right.

4.22.5. (Added) Yield the right-of-way to street cleaning equipment when operational.

4.22.6. (Added) Do not drive over fire hoses except as directed by security forces or fire protection personnel.

4.22.7. (Added) Do not overtake and pass a vehicle stopped at a marked crosswalk or intersection for the purpose of off loading the pedestrians to cross the roadway. When dropping off/picking up passengers, vehicle operators should move to the right as far as possible.

4.22.8. (Added) Use headlights from sunset to sunrise during periods of reduced visibility and whenever windshield wipers are used.

4.23. (Added) **Drivers Permits.** It is unlawful for any person to commit any of the following acts:

4.23.1. (Added) Display or have in their possession any driver's license or learner's permit, which is fictitious or has been altered. Displays or represents as one's own driver's license or learner's permit not issued to the person displaying the license or permit.

4.23.2. (Added) Lend or knowingly permit the use of one's driver's license or learner's permit to an unlicensed driver.

4.24. (Added) **The "Florida Litter Law"**. FS 948 applies to PAFB, CCAFS, and the Florida Annexes.

4.25. (Added) **Oversized Vehicle Escort Requirements.**

4.25.1. (Added) Movements of over-dimensional equipment and vehicles on CCAFS. The movement of very large vehicles or loads on CCAFS main traffic ways is avoided, whenever possible, Monday through Friday 0500 – 0800, 1500 – 1700, and 2300-2400.

4.25.2. (Added) Two security police units escort vehicles transporting fueled and pressurized payloads. One security police escort unit in the front and one security police escort unit in the rear of the convoy.

4.25.3. (Added) Two security police units escort vehicles transporting DoD category I Arms and Munitions. One security police escort unit in the front and one security police escort unit in the rear of the convoy.

4.25.4. (Added) Two security police units escort movements of vehicles, which exceed 14 feet in width. Flag load on each corner of the equipment/vehicle, have “Wide Load” warning signs on the front and rear of the equipment/vehicle. One security police escort unit in the front and one security police escort unit in the rear of the convoy.

4.25.5. (Added) Two security police units escort movements of vehicles, which oppose the flow of normal traffic. Flag loads on each corner of the equipment/vehicle and have “Wide Load” warning signs on the front and rear of the equipment/vehicle. One security police escort unit in the front and one security police escort unit as point vehicle.

4.25.6. (Added) If a convoy must travel against the flow of traffic this procedure is followed:

4.25.6.1. (Added) When the roadway is clear of traffic, the front security police escort unit crosses the roadway and travels against the flow of traffic. The front security police escort unit becomes a point security escort unit and proceeds approximately 1/8 of a mile in front of the convoy. Utilizing the PA system to request approaching traffic to move off the roadway and stop until the convoy passes.

4.25.6.2. (Added) Once the convoy vehicle is safely traveling against the flow of traffic. The rear security police escort unit goes around the convoy vehicle and becomes the front security police escort unit.

4.25.6.3. (Added) When the convoy vehicle gets ready to return to the normal flow of traffic the front security police escort unit drops back and becomes the rear security police escort unit. Do this before the convoy vehicle enters the normal flow of traffic.

4.25.6.4. (Added) Two security police escort units or two user vehicle escorts for loads or vehicles that exceed 85 feet in length. Flag loads on each corner of the equipment/vehicle and at the rear-most extension of the load. One security police escort unit or user escort vehicle in front and one security police escort unit or user escort vehicle in the rear of the convoy. Security concurrence must be obtained prior to user’s escorting the vehicle without security.

4.26. (Added) **User Escort Requirements.**

4.26.1. (Added) Oversized Vehicles/Requirements.

4.26.1.1. (Added) Flag loads that are:

4.26.1.1.1. (Added) Between 12 feet and 13 feet wide on each corner of the equipment/vehicle, and have “Wide Load” warning signs on the front and rear of the equipment/vehicle. Escort with one user escort vehicle. The escort vehicle is in the front of a two-lane roadway and in the rear of a four-lane roadway. The user escort vehicle must be equipped with an amber flashing light and have an “Escort in Progress” sign visible to affected traffic.

4.26.1.1.2. (Added) Over 13 feet wide on each corner of the equipment/vehicle, have "Wide Load" warning signs on the front and rear of the equipment/vehicle. Escort with two user escort vehicles. There is one escort vehicle in the front and one escort vehicle in the rear of the load. The user escort vehicle must be equipped with an amber flashing light and have an "Escort in Progress" sign visible to affected traffic.

4.26.1.1.3. (Added) Between 75 feet and 85 feet in length at each corner of the equipment/vehicle and at the rear most extension of the load. One user escort vehicle is required in the rear of the convoy.

4.26.2. (Added) Over Height Requirement.

4.26.2.1. (Added) Escort loads or vehicles that meet the following requirements:

4.26.2.1.1. (Added) Exceed 13 feet 6 inches but are less than 16 feet in height with one user escort vehicle. On a two-lane roadway, the escort vehicle is in the front of the load. On a four-lane roadway, the escort vehicle is in the rear of the convoy. The user escort vehicle must be equipped with an amber flashing light and have an "Escort in Progress" sign visible to affected traffic.

4.26.2.1.2. (Added) Exceed 16 feet in height with two user escort vehicles, one user escort vehicle goes in front and one user escort vehicle goes in the rear of the load. The user escort vehicle must be equipped with an amber flashing light and an "Escort in Progress" sign visible to affected traffic.

4.26.2.1.3. (Added) All loads or vehicle that exceed 13 feet, 6 inches and must oppose traffic to bypass an overhead obstruction are escorted by two security police escort units for that portion of the convoy.

4.27. (Added) **No Escort Required.**

4.27.1. (Added) Flag loads or vehicles that meet the following requirements:

4.27.1.1. (Added) Do not exceed the maximum height and length, but are between 8 feet and 6 inches and 10 feet wide on each corner of the equipment/vehicle.

4.27.1.2. (Added) Are between 10 feet and 12 feet wide on each corner of the equipment/vehicle and have "Wide Load" warning signs on the front and rear of the equipment/vehicle.

4.27.1.3. (Added) Exceed 60 feet in length but are less than 75 feet in length on each corner of the equipment/vehicle and at the rear most extension of the load.

4.28. (Added) **Other Escort Requirements.**

4.28.1. (Added) Equipment/vehicles that exceed the width of a single lane of traffic at any place along the proposed route must be properly escorted. The user of such equipment provides escorts. Slow moving equipment vehicles must be in compliance with Florida Statutes while on CCAFS and KSC.

4.28.2. (Added) Coordinate over-dimensional movements with the SGS Duty Office.

4.28.3. (Added) Slow moving convoys should stop and allow for traffic to pass to relieve congestion when the traffic behind them becomes congested.

4.29. (Added) **Pedestrian Safety.**

4.29.1. (Added) Pedestrians obey the instructions of traffic control devices and direction of Security Forces personnel, Fire Protection officials, or on-scene commander.

4.29.2. (Added) Personnel exposed to traffic hazards wear appropriate personal protective equipment (high visibility/light reflective vests). For example, road construction, maintenance crews, etc.

4.29.3. (Added) Pedestrians have right-of-way at intersections at designated crosswalks.

- 4.29.4. (Added) Joggers and walkers using roadways jog or walk against traffic flow in a single file.
- 4.29.5. (Added) Do not wear portable headphones, earphones, or other similar devices while jogging, walking, or running in a traffic environment (roadways, parking lots, industrial and launch complexes, etc.).
- 4.29.6. (Added) Joggers should use jogging trails when available.
- 4.29.7. (Added) When the hazardous operations light is activated near the Skid Strip jogging trail, personnel must use an alternate jogging path and must not enter the trail adjacent to the aircraft parking area.
- 4.29.8. (Added) Joggers and walkers using roadways between sunset and sunrise should wear light colored clothing with reflector tape visible to approaching traffic or carry an illumination device (flashlights, head lamps, etc.).
- 4.29.9. (Added) Vehicles must slow down to less than 15 mph if a pedestrian is so close to the roadway that a hazard is present.
- 4.30. (Added) **Skateboards, axle-skate, bikes, scooters, roller-skates, and in line skates (roller blades).**
- 4.30.1. (Added) Per AFI91-207, *USAF Traffic Safety Program*, paragraph 11, these devices are not permitted during duty hours on the PAFB main base (area located north of hangar 800 and south of North Housing) or CCAFS Industrial Area. The bike/running path may be used during duty hours. **EXCEPTION:** Approved functions and military formations are exempt from this paragraph.
- 4.30.2. (Added) Personnel using these devices will not attach themselves to any moving vehicles (privately owned vehicle, motorcycle, moped, bicycle, etc.).
- 4.30.3. (Added) These devices will not be used in occupied parking areas, base exchange, or hospital complex.
- 4.30.4. (Added) These devices are permitted on marked bicycle lanes, athletic complexes, and in unoccupied parking areas.
- 4.30.5. (Added) Personnel using these devices must use an approved helmet, elbow and knee pads, wrist guards, and gloves for the device or sport.
- 4.31. (Added) **Golf Carts and Utility Carts.**
- 4.31.1. (Added) Do not operate on the following public roadways (Phillips Parkway, Pier Road, and Hangar Road).
- 4.31.2. (Added) Carts operating in a traffic environment must meet Florida Statute 316. They must be equipped with seatbelts (for all passengers), headlights, brake lights, turn signals, a rearview mirror, a windshield, and a red slow moving vehicle placard on the front and rear.
- 4.32. (Added) **Right of Way.** Vehicles must yield to ordnance convoys in the Navy Port, and troop formations and movements on PAFB and CCAFS.
- 4.33. (Added) **Traffic Control.** No person will willfully fail or refuse to comply with individuals who are authorized to direct, control, or regulate traffic. Anyone found guilty of fleeing from security forces personnel will have their base driving privileges suspended for one year.
- 4.34. (Added) **Military Convoys.** Motorists approaching an escorted, marked convoy from the rear shall not pass the convoy or get within 100 feet of the trail (last) vehicle.

4.35. (Added) **Negligence of a Minor.** The owner of any motor vehicle or person who causes or allows a minor (under 18) to operate their motor vehicle is jointly liable for any damages caused by the minor's negligence or willful misconduct while driving.

4.36. (Added) **Open Loads.** Cover open loads of material, gravel, rocks, trash, or other substances. This applies to any material that may cause injuries to the feet of people or animals, to tires of vehicles, or in any way create litter on the streets. The cover of the loads will be sufficient to ensure no material is blown off the vehicle when it is in transit.

4.37. (Added) **Emergency Vehicles.** Traffic yields the right-of-way to emergency vehicles when they approach from any direction. The driver of the vehicle pulls over as far as possible to the right side of the roadway and comes to a complete stop until the emergency vehicle passes. Motorists within an intersection clear the intersection immediately and as safely as possible.

4.38. (Added) **Responding Emergency Vehicles.**

4.38.1. (Added) Drivers will not operate emergency vehicles in a way that endangers the lives of other motorists, pedestrians, or themselves.

4.38.2. (Added) Lights or siren do not give drivers an automatic "right-of-way." Emergency vehicles must slow down when approaching intersections to ensure the intersection is clear.

4.38.3. (Added) Emergency vehicles will not travel too fast for conditions (rain, fog, snow, ice, etc.).

4.38.4. (Added) The driver of the emergency vehicle may be held responsible for damages the vehicle causes if an accident should occur. Reckless passing of vehicles or running unyielding vehicles off the roadway is illegal. The driver of the emergency vehicle involved may be held liable or personally responsible.

4.39. (Added) **Passengers.** Passengers in motor vehicles remain seated while the vehicle is in motion and keep head, arms, and legs within the vehicle. Passengers will not ride on any exterior part of the vehicle or in any part of the vehicle not designated specifically for passenger use (i.e., bed of pick-up truck, etc.).

4.40. (Added) **Skid Strip Motor Vehicle Operation.**

4.40.1. (Added) Entry to the Skid Strip is controlled by the Control Tower at all times when aircraft operations are in progress. POVs are authorized entry on a case-by-case basis.

4.40.2. (Added) Vehicles shall not be operated on or across the Skid Strip except as specifically authorized by the Control Tower Operator or Cape Support when the control tower is not staffed.

4.40.3. (Added) Vehicle operators shall ensure equipment is properly secured and vehicles are inspected for objects that may cause damage to aircraft before operating on the airfield. When dual-wheeled vehicles are operated on unpaved surfaces, the operator removes all objects wedged between tires or treads before again operating on the airfield.

4.40.4. (Added) Vehicle operators shall maintain continuous radio communication with control tower personnel when on the runway. Personnel without radios continuously scan the tower for light signals. This is pre-coordinated with the tower.

4.40.5. (Added) Control Tower Light Signals:

4.40.6. (Added) Steady Green Light - Cleared to Cross.

4.40.7. (Added) Steady Red Light - Stop.

4.40.8. (Added) Flashing Red Light - Clear Active Runway Immediately.

4.40.9. (Added) Flashing White - Return to Starting Point.

4.40.10. (Added) Red and Green Light - General Warning, Exercise Extreme Caution.

4.40.11. (Added) Vehicle headlights shining toward a moving aircraft at night are turned off immediately to prevent pilot blinding or night vision loss. The vehicle emergency warning flashers are turned on to indicate its position until the aircraft is clear.

4.40.12. (Added) **Speed Limits.**

4.40.12.1. (Added) Ramps - 15 mph.

4.40.12.2. (Added) Taxiways - 15 mph.

4.40.12.3. (Added) Runways - 25 mph.

4.40.12.4. (Added) Around Parked Aircraft - 5 mph.

4.40.13. (Added) Vehicles must approach parked aircraft with the driver's side of the vehicle toward the aircraft. **NOTE:** Special purpose vehicles with aircraft support or launch equipment approach aircraft from the driver's side. A guide is posted and equipment repositioned to the proper position for safe aircraft servicing.

4.40.14. (Added) Vehicles will not be operated in reverse, except for loading and off-loading operations. Guides are posted and a pre-positioned chock is placed on the ground at a safe distance to protect aircraft from contact. Chock vehicle when parked.

4.40.15. (Added) Loading and Unloading Aircraft. The trucks or forklifts loading or unloading bulky or heavy cargoes may be stopped adjacent to aircraft cargo doors. A spotter is used to assist the vehicle operator in maneuvering close to the aircraft. A 25-foot clearance must be left between vehicle and aircraft except during operations and fire equipment.

4.40.16. (Added) Vehicles are not driven under any part of an aircraft.

4.40.17. (Added) Catalytic converter equipped vehicles may operate on the flight line but will not stand or park within 50 feet of any fuel spill or any refueling operation.

4.40.18. (Added) No vehicle will be driven, parked, or left unattended within 25 feet in front of or 200 feet to the rear of an aircraft with engines running. When an aircraft has an engine running, passing or parking of vehicles will be accomplished to the side or rear allowing maximum clearance at all times. Unless an emergency dictates otherwise, only alert or emergency vehicles may operate in the vicinity of moving aircraft. Aircraft ALWAYS have the right-of-way.

4.40.19. (Added) Engines must be shut off, hand or foot brake set, and gearshift lever placed in low or reverse gear (park position for automatic transmissions) at any time the vehicle is unattended. **NOTE.** Keys are left in the ignition when parked near an aircraft or on the flight line. If the vehicle handbrake is inoperative or the vehicle is not equipped with a handbrake, chocks are used.

4.40.20. (Added) No vehicle will stand or park in front of an aircraft when the aircraft's engine or engines are in operation or about to be put into operation.

4.40.21. (Added) No vehicle (except the FOLLOW ME vehicle) will stand, park, or drive in the path of a taxiing aircraft.

4.40.22. (Added) Motor vehicles shall not pass between the wing tips of parked aircraft or under the wings/stabilizers of parked or moving aircraft.

4.40.23. (Added) When the Skid Strip is active, unattended vehicles or machinery must never be left on or within 300 feet of the runway, extensions of runways, or taxi strips.

4.40.24. (Added) Foreign Object Damage (FOD): Trash or loose objects on the airfield which could be ingested by an aircraft engine, must be removed.

4.40.25. (Added) All vehicles except those supporting aircraft operations, scheduled test, or engaged in maintenance are forbidden on the CCAFS Skid Strip. When on-duty, the aircraft controller must approve all Skid Strip traffic.

5.2. **The Traffic Point System.** The traffic point system is applicable to all motor vehicle operators on PAFB, CCAFS, the Florida Annexes, and the downrange stations. The point system in KHB 1610.1 is used for violations on CCAFS.

Table 5.2.. Point Assessment for Moving Violations.

Violation	Points Assessed
Driving vehicle while impaired (blood-alcohol content more than 0.05 percent and less than 0.08, in the state of Florida.	6
Failure of operator or occupants to use available restraint system devices while moving (operator assessed points)	4
Failure of operator or occupants to use personal protective equipment (operator assessed points)	4
Wearing/use of handheld cellular phones/ of headphones/earphones while driving motor vehicles (two or more wheels.) NOTE: Hands-free mode or use of a single earphone for handheld cellular phones are authorized.	3

6.3.1.1. (Added) The installation wrecker service tows POVs for violations of the traffic code or involvement in criminal activity under the direct supervision of the investigating law enforcement agency.

6.3.1.2. (Added) Civilian wrecker services use impoundment areas approved by the sheriff's department and provide accountability and security of towed POV.

6.3.3. A POV will be towed and impounded if it interferes with traffic, threatens public safety or convenience, is involved in criminal activity, contains evidence of criminal activity, or is stolen or abandoned. Impoundment is justified when it interferes with or is involved in one of the following:

6.3.3.1. (Added) Vehicles are parked and interfere with the orderly flow of traffic.

6.3.3.2. (Added) Vehicles are parked on a sidewalk, within an intersection, on a crosswalk, on a railroad track, in a fire lane, or blocking a driveway so that the vehicle interferes with operations or creates a safety hazard to other roadway users or the general public.

6.3.3.3. (Added) When blocking an emergency exit door of any public place.

6.3.3.4. (Added) Parked in a "tow-away" zone that is clearly marked with signs.

6.3.3.5. (Added) Street cleaning operations after 72 hours and a reasonable number of attempts to contact the owner fail.

- 6.3.3.6. (Added) Emergency operations during a natural disaster, fire, or other emergency.
- 6.3.3.7. (Added) The owner or person in charge of the vehicle is apprehended and therefore unable (or unwilling) to arrange removal of the vehicle.
- 6.3.3.8. (Added) The POV is mechanically defective and is a menace to others using the public roadways.
- 6.3.3.9. (Added) The POV is disabled by a traffic accident and the operator is unavailable or physically incapable of having the vehicle towed to a place of safety for storage or safekeeping.
- 6.3.3.10. (Added) Law Enforcement personnel reasonably believe the vehicle is abandoned (left unattended for 72 hours or more and reasonable amounts of attempts to contact owner have failed).
- 6.3.3.11. (Added) A spotter must be used when backing a vehicle with restricted rear vision.
- 6.4. **Procedures for Impoundment.** 45 SFS/SFOI impounds POVs at PAFB. The JBOSC Chief, Security Police impounds POVs at CCAFS and the Florida Annexes. The local Range Technical Services Fire/Security Chief impounds at downrange stations. Violators are charged according to the contract implemented at the time of towing.
- 6.4.1.5. (Added) Prior to vehicles being stored in the impound lot, the following administrative tasks must be accomplished:
- 6.4.1.5.1. (Added) Blotter entry.
- 6.4.1.5.2. (Added) AF Form 52, **Evidence Tag** (For vehicle seized as evidence only).
- 6.4.1.5.3. (Added) AF Form 3545, **Incident Report** (If needed).
- 6.4.1.5.4. (Added) DD Form 2505, **Abandoned Vehicle Removal Authorization** (for abandoned vehicles only).
- 6.4.1.5.5. (Added) DD Form 2506, **Vehicle Impoundment Report**. Provide one copy to the wrecker service.
- 6.4.1.5.6. (Added) Vehicles will not be stored in the impound lot at an owner's request. Refer routine requests to 45th Services Squadron
- 6.4.1.5.7. (Added) If a vehicle is suspected of being abandoned, accomplish a DD Form 2504, **Abandoned Vehicle Notice**. Place one copy conspicuously on the vehicle, informing the owner to contact Security Forces Investigations (SFOI). Attempt to make contact with owner during your shift and if no contact can be made forward the original copy of the DD Form 2504 to SFOI. SFOI will attempt to locate the owner's organization (military or civilian) to determine if he/she is TDY, PCS, or discharged. The owner will have 3 days from the date the vehicle is tagged to remove it before impoundment action is initiated.
- 6.4.2. If a vehicle is to be impounded as evidence, the element leader will ensure DD Form 2505, **Abandoned Vehicle Removal Authorization**, and DD Form 2507, **Notice of Vehicle Impoundment**, is completed prior to calling the on-call investigator.
- 6.4.2.1. SFOI will normally call the towing company, but at the direction of the on-call investigator, the SFCC may call the towing company to avoid time delays. The on-call investigator will respond and escort the vehicle to the impound lot and complete all necessary forms. **NOTE.** The vehicle will not be moved until SFOI arrives to ensure a proper chain of custody.

Attachment 3 (Added)

SAMPLE AFFIDAVIT

A F F I D A V I T

Defendant's name: _____

Photo
(If Available)

Incident/Complaint Report Number _____

Sheriff's Department Case Number _____

BEFORE me, the undersigned authority, personally came _____ who being duly sworn, says on the ____ day of _____, in Brevard County, Florida, that at _____ hours the above named defendant was observed by the affiant entering or remaining on the property of the Cape Canaveral Air Force Station, which is a military installation. The defendant was not authorized, licensed, or invited to be on the property. I want the defendant prosecuted for Trespass (F.S. Section 810.09) (Title 18, US Code, Chapter 67, Section 1382). All of the above occurred in Brevard County, Florida. I understand that once criminal proceedings have been initiated, they will not be dropped. I will be able to recognize the defendant at the time of the trial.

Affiant: _____

Address: _____

Phone: _____

ID No. _____

Sworn to and subscribed before me, this ____ day of _____

Notary Public or Law Enforcement Officer (FL Law Enforcement Officer or AFOSI)
(Florida State Statute 117.10)

Remarks

EVERETT H. THOMAS, Colonel, USAF
Vice Commander