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AFI 91-207 dated 1 October 1995, is supplemented as follows: This supplement provides guidance and requirements for the wearing of personal protective equipment by motorcycle riders. It implements the procedures for completing Course V, Driver Improvement Program and Motorcycle Safety Courses IVA and IVB. This supplement also provides guidance and requirements for personnel riding in the back of step-vans, pick-up trucks, stake-bed trucks, and vans. Guidance is provided on using spotters while operating government vehicles.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

Changes have been made in reference to motorcycle personal protective equipment and requirements for spotters in government vehicles.

3. Reimbursement for Motorcycle Safety and Driver Improvement Courses.

3.1. (Added) Motorcycle Safety Course Reimbursement.

3.1.1. (Added) Active duty military personnel who successfully complete the Novice Motorcycle Safety Course or the Experienced Rider Motorcycle Safety Course can be reimbursed for the cost of either course. Only the cost of the course is reimbursable. Food, travel, gas, and the student's time are not reimbursable.

3.1.1.1. (Added) In order to get reimbursed for the motorcycle safety course, active duty military personnel must bring their motorcycle safety course completion card to the 436th Airlift Wing Safety Office. Wing Safety office personnel will issue the student a voucher for the cost of the course. The student will then take the voucher to the finance office for reimbursement.

3.2. (Added) Course V: Driver Improvement Program Reimbursement.

3.2.1. (Added) The 436th Airlift Wing Safety Office does not reimburse personnel for taking Course V, Driver Improvement Program.

3.2.2. (Added) Reimbursement for Course V is optional and done at the discretion of the Squadron Commander.

3.2.3. (Added) See paragraphs [A2.5.1.](#) of this supplement for information on Course V, Driver Improvement Program.

5. Seat Belt Checks.

5.1. Wing Safety conducts monthly no-notice seat belt checks on Dover AFB at random locations.

5.1.1. (Added) Names of active duty military personnel not wearing their seat belts will be provided to unit commanders. Names of Air Force Civil Service and Nonappropriated Fund employees found not wearing a seat belt will be submitted to their first line supervisor for corrective actions. Further actions will be dictated by current senior leadership.

7.1. (Added) Passengers in Pick-Up Truck Beds, Stake-Bed Trucks, Step-Vans, Multi-Step Vans, and Vans.

7.1.1. (Added) Pick-Up Trucks and Stake-Bed Trucks.

7.1.1.1. (Added) Personnel are not allowed to ride in the beds of government owned pick-up trucks and stake-bed trucks.

7.1.1.1.1. (Added) Squadron Commanders may waive paragraph [7.1.1.1. \(Added\)](#), if mission or contingency requirements necessitate that personnel must ride in the beds of government owned pick-up trucks and stake-bed trucks.

7.1.1.1.2. (Added) If the Squadron Commander wishes to waive paragraph [7.1.1.1. \(Added\)](#), they must utilize the Risk Management Process and submit a waiver letter to the 436th Airlift Wing Safety Office. The waiver letter must state the reasoning behind the decision and specify the controls that will be used to protect passengers riding in the beds of pick-up trucks and stake-bed trucks.

7.1.1.1.3. (Added) If the exception to paragraph [7.1.1.1. \(Added\)](#) is used, the following precautions must be taken:

7.1.1.1.3.1. (Added) Passengers must be seated on the floor of the pick-up truck or stake-bed truck.

7.1.1.1.3.2. (Added) Passengers must sit at least 4 feet away from the tailgate/rear of the vehicle.

7.1.1.1.3.3. (Added) All the gates on the stake-bed trucks must be erected before the vehicle moves.

7.1.1.1.3.4. (Added) Cargo (except personal toolboxes) must be restrained with cargo straps to prevent the load from moving and crushing passengers.

7.1.1.1.3.5. (Added) Passengers will not sit, stand and/or lean on cargo or other objects in the bed of the vehicle.

7.1.1.1.3.6. (Added) Passengers will not sit, stand and/or lean on tool/cargo boxes that are installed in the beds of pick-up trucks.

7.1.1.1.3.7. (Added) The vehicle may not exceed 10 mph.

7.1.1.1.3.8. (Added) Passengers will not be required to hold cargo to prevent it from moving and/or falling while the vehicle is moving.

7.1.2. (Added) Step-Vans/Multi-Step Vans.

7.1.2.1. (Added) Passengers will not ride in the back of step-vans with the rear doors in the open position. **EXCEPTION:** Passengers can ride in the back of step-vans with the rear doors in the open position if a cargo net completely encloses the opening. Using units are responsible for the procurement of the nets, installation hardware, and the installation. Written coordination with 436th Logistics Readiness Squadron Vehicle Maintenance is required before hardware and nets are added to a vehicle.

7.1.2.1.1. (Added) The net must be installed so that the completed structure is strong enough and capable of preventing a passenger from being ejected from the vehicle.

7.1.2.1.2. (Added) The net must be installed so there are no gaps greater than 30 inches high and 18 inches wide through which persons may fall.

7.1.2.2. (Added) Passengers will not ride in the back of step-vans if they can be caught in between and/or crushed by cargo. **EXCEPTION:** Passengers can ride in the back of step-vans with cargo if the cargo can be safely restrained to prevent it from crushing passengers.

7.1.2.3. (Added) All rear and side doors on all types of vans must remain closed when off Dover AFB property, including all base housing areas.

7.1.3. (Added) Vans.

7.1.3.1. (Added) Passengers will not ride in the back of vans with the side sliding door and/or the rear doors in the open/retracted position. **EXCEPTION:** Passengers can ride in the back of vans with the side sliding door and/or the rear doors in the open/retracted position if a net completely encloses the opening. Using units are responsible for the procurement of the nets, installation hardware, and the installation. Written coordination with the 436th Logistics Readiness Squadron, Vehicle Maintenance is required before hardware and nets are added to a vehicle.

7.1.3.1.1. (Added) The net must be installed so that the completed structure is strong enough and capable of preventing a passenger from being ejected from the vehicle.

7.1.3.1.2. (Added) The net must be installed so there are no gaps greater than 30 inches high and 18 inches wide through which persons may fall.

7.1.3.1.3. (Added) All rear and side doors on all types of vans must remain closed when off Dover AFB property, including all base housing areas.

13.1. (Added) **Motorcycle Safety Courses.**

13.1.1. (Added) Personnel who are required to take a motorcycle safety course IAW para 13 of AFI 91-207, *USAF Traffic Safety Program*, must take Course IVA or Course IVB. Course IVA is a class designed for the novice motorcycle rider. Course IVB is a class designed for the experienced rider. Personnel do not have to take both Course IVA and Course IVB. Only one motorcycle safety course is needed to meet the requirements of AFI 91-207.

13.1.2. (Added) Active duty military personnel are also required to take Course IVA or Course IVB if they will be operating a motorcycle, motor scooter, or moped off the installation (off base).

13.1.3. (Added) Motorcycle safety courses are no longer taught on Dover AFB due to mission requirements, reduced manning, and budget constraints.

13.1.4. (Added) Personnel who are required to complete the motorcycle safety courses IAW para 13 of AFI 91-207, must now complete these courses through the Delaware Department of Transportation.

Motorcycle safety courses are taught at three locations throughout Delaware in Sussex County, Kent County, and New Castle County.

13.1.5. (Added) Personnel are required to register for the motorcycle safety courses themselves. The 436th Airlift Wing Safety Office maintains and publishes a list of motorcycle safety course locations and phone numbers that can aid the individual in registering for the course.

13.1.6. (Added) Personnel who are required to take the Motorcycle Safety Course must pay for the course themselves. However, the 436th Airlift Wing Safety Office will reimburse active duty military who successfully complete the course. See paragraph **3.1. (Added)** of this supplement for Motorcycle Safety Course reimbursement procedures.

14. Motorcycle Rider Personal Protective Equipment.

14.1. (Added) Safety glasses may be worn in lieu of impact resistant goggles or a full-face shield if they are equipped with a strap to keep them firmly on the face.

14.2. (Added) A brightly colored outer upper garment must be worn at all times when operating a motorcycle. Approved colors are as follows: fluorescent lime-yellow, fluorescent red-orange, or fluorescent red. The outer upper garment must be a vest, a jacket, a long-sleeved shirt, a short-sleeved shirt, or coveralls. Tank tops, half-tops, halter tops, or bathing suit tops are not authorized. A long sleeved shirt or jacket must also be worn if the brightly colored outer upper garment is short sleeved or sleeveless.

14.3. (Added) The brightly colored outer upper garment must also be reflective when worn between dusk and dawn (night). During these hours, a reflective belt, worn across the upper torso from shoulder to waist, may be worn instead of reflective material on the brightly colored outer upper garment. The reflective belt does not replace the requirement to wear the brightly colored outer upper garment.

14.4. (Added) Full fingered motorcycle gloves or mittens, long sleeved shirt or jacket, long trousers and sturdy footwear must be worn.

21. (Added) Spotters.

21.1. (Added) Drivers of Government Owned Vehicles will utilize spotters in the following situations:

21.1.1. (Added) When required by other directives, standards, technical orders, Dover AFB Instructions, Air Force Instructions and Operating Instructions.

21.1.2. (Added) When backing vehicles into tight and congested areas.

21.1.3. (Added) When driving/pulling vehicles into tight and congested areas.

21.1.4. (Added) When backing into heavy traffic flow.

21.1.5. (Added) When backing into an area with a heavy pedestrian traffic flow.

21.1.6. (Added) Whenever the vehicle operator's field of vision is obstructed by cargo being carried on or in the vehicle.

21.1.7. (Added) Whenever obstructions, such as buildings, signs, barriers, posts, other vehicles, materials, equipment, etc. block the vehicle operator's field of vision.

21.1.8. (Added) Whenever the driver feels that it is unsafe to move the vehicle without a spotter.

21.1.9. (Added) Whenever there is a passenger in the vehicle, regardless of the location.

A2.5.1. Course V, Driver Improvement Program Information

A2.5.1.1. (Added) Course V, Driver Improvement Program is no longer taught at Dover AFB due to mission requirements, reduced manning, and budget restraints.

A2.5.1.2. (Added) The Defensive Driving Course sponsored by the Delaware Safety Council has been substituted for Course V at Dover AFB. Personnel must register for the Defensive Driving Course themselves whether they are taking it voluntarily or at the direction of their Squadron Commander.

A2.5.1.2.1. (Added) A computer based Defensive Driving Course sponsored by the National Safety Council is available on the global drive under the wing safety (WINGSE) folder.

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