

**BY ORDER OF THE COMMANDER,
PACIFIC AIR FORCES**



AIR FORCE INSTRUCTION 91-207

PACIFIC AIR FORCES COMMAND

Supplement 1

17 MAY 2004

Safety

**THE US AIR FORCE TRAFFIC SAFETY
PROGRAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: HQ PACAF/SEG (MSgt Todd Parish)
Supersedes AFI 91-207_PACAFSUP1,
14 June 2002

Certified by: HQ PACAF/SEG (MSgt Todd Parish)
Pages: 5
Distribution: F

This supplement applies to: all people in or on moving motor vehicles and bicycles on PACAF Air Force installations; Air Force employees operating a motor vehicle while conducting official duties off base; Air Force military personnel in any moving motor vehicle; and foreign students in training with the Air Force (who must complete applicable traffic safety courses). (**Note:** this standard includes Air Force Reserve personnel and Air National Guard personnel anytime they are operating a vehicle on base, and when operating vehicles off base while serving in an active duty or training status.)

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

New or revised material is indicated by an (I).

AFI 91-207, 1 October 1995, is supplemented as follows:

1.3.2.1. (Added) Unit Commanders will:

1.3.2.1.1. (Added) Ensure all motorcyclists are promptly identified and scheduled for training and testing.

1.3.2.1.2. (Added) Appoint, in writing, a person to serve as the unit motorcycle monitor (UMM). Unit Safety Representatives can fill this position.

1.3.2.2. (Added) Unit Motorcycle Monitors (UMMs) will:

1.3.2.2.1. (Added) Serve as the focal point for training, licensing, and registration information.

1.3.2.2.2. (Added) Ensure supervisors provide an annual briefing to their personnel on motorcycle training and registration and the policy prohibiting the loaning or borrowing of motorcycles to or from personnel who are not properly trained and licensed.

1.3.2.2.3. (Added) Survey unit motorcycle operators to ensure motorcycles have been registered and operators have been trained.

1.3.2.2.4. (Added) Develop a unit pre-departure briefing for deploying personnel informing them whether on-and/or off-duty motorcycle use is allowed at the deployed site. If motorcycle use is allowed, deploying personnel will be informed of the rules for use of motorcycles at the deployed site. If motorcycle use is permitted, deploying personnel planning to use motorcycles at the deployed site must produce a valid Motorcycle Safety Foundation (MSF) qualification/certification card and must comply with deployed site rules for use of motorcycles and motorcycle safety policies.

1.4. (Added) Security Forces (SF) will:

1.4.1. (Added) Partner with base Safety to conduct seat belt and motorcycle personal protective equipment (PPE) compliance checks.

1.4.1.1. (Added) The partnership between SF and safety could include training and certification by SF on the legal and administrative requirements of issuing citations.

1.4.2. (Added) Ensure Security Forces Management Information System (SFMIS) and/or AF Form 1313, Driver Record, are appropriately annotated when seat belt and motorcycle Personal Protective Equipment (PPE) violations are identified.

1.4.3. (Added) Ensure all nonuse of occupant protective devices; i.e., seat belts, motorcycle PPE, etc., is enforced as a primary traffic violation, meaning these violation alone are justification for traffic stop and grounds for citation.

5.4. (Added) Wing/Base Commanders will ensure monthly seat belt and motorcycle PPE checks are accomplished on their bases. A minimum of 100 combined Government Motor Vehicles (GMVs), and Private Motor Vehicles (PMVs), and motorcycles will be checked monthly. Statistics will be compiled and forwarded through the NAF to PACAF/SEG NLT the 10th of each month.

5.4.1. (Added) Checks will be accomplished in areas that will guarantee base-wide coverage.

5.4.2. (Added) DD Form 1408, Armed Forces Traffic Citation, will be issued to all violators with requirement for the violator to notify his/her commander/first sergeant within 24 hours. The violator's commander will suspend driving privileges immediately IAW the Driving Privilege Suspension Table located in **Figure 1**. below. SFMIS, and/or AF Form 1313, Driver Record, will be appropriately annotated to reflect the suspension. Commanders will ensure the member is afforded due legal process as outlined in AFI 301-204 paragraph 2.7.

Figure 1. Driving Privilege Suspension Table.

*Driving Privilege Suspension Table	
Number of Offenses	Period of Suspension*
1st Offense	1 week
2nd Offense within a 12 - month period	1 month
3rd Offense within an 18 - month period	1 year

NOTE: *Commanders will also suspend the off-base driving privileges of personnel in areas where DoD is the licensing authority (i.e., Japan and Korea).

13. (Added) Safety course training requirements (i.e., Course IVA, MRC:RSS, or Course IVB, ERC), including hands-on training and evaluation, apply to all PACAF military personnel regardless of where they operate their motorcycles, even if outside the PACAF theater.

13.1. (Added) MSF instructors will not issue an MSF card to those individuals who, in the judgment of the instructor, have demonstrated the need for additional training. MSF Instructors will notify the Ground Safety Manager (GSM) when this occurs. The GSM will notify the member's commander of the situation immediately.

13.2. (Added) Operators may be issued a temporary training permit (temporary base pass/registration) until the next scheduled training date, but not for a period exceeding 15 days. Prior to the individual receiving a temporary pass, the individual's immediate supervisor must perform and document an Operation Risk Assessment (ORA), (PACAF CARES or similar tool) to determine if the level of risk warrants the temporary pass. Successive 15-day training permits are authorized only if approved by the operator's Group Commander, after reviewing members completed ORA.

13.2.1. (Added) All newly assigned motorcycle operators, regardless of training and riding experience, will have an ORA performed by the unit verifying the member's riding history.

13.2.2. (Added) The ORA will include a review of the prospective motorcycle operator's on-base driving history. SF can provide this through SFMIS.

13.2.3. (Added) Commanders will use the results of the ORA to help determine if a member is ready to operate a motorcycle. The purpose of commander's review is to identify items that may impair the operators driving ability or present a substantial risk to the operator or other personnel.

13.2.3.1. (Added) Commanders will require proof of prior motorcycle riding experience and/or completion of an ORA by the immediate supervisor before recommending the individual for a temporary training permit, base pass, or licensing.

13.2.3.1.1. (Added) This proof will be either a state driver's license with motorcycle endorsement, an MSF card, or other evidence showing completion of a DoD recognized motorcycle safety course.

13.2.3.2. (Added) The UMMs will indorse the ORA indicating whether the trainee is an experienced rider with more than one year's riding experience or an inexperienced rider.

13.2.3.2.1. (Added) The ORA will then be indorsed by the first sergeant and unit commander. Note: Unit commanders may deny a member permission to operate a motorcycle if the commander believes there are substantial risks to the member or other personnel based on review of the ORA. The commander should make a reasonable attempt to help the member correct unacceptable risk behaviors through referral to appropriate agency.

13.2.3.2.2. (Added) Wing Safety will check the ORA and confirm proof of experience prior to indorsing the temporary training permit, base pass, or licensing paperwork. New riders must first take and pass the MSF Basic Riders Course (BRC).

13.2.3.2.3. (Added) SF (Pass and Registration) will confirm proof of experience prior to issuing the temporary training permit, base pass or licenses with motorcycle endorsements.

13.2.3.2.3.1. (Added) Inexperienced riders will receive a stamp on their MSF Card stating "RESTRICTED TO LESS THAN 600 CC (4-STROKE) and LESS THAN 200 CC (2-STROKE)".

13.2.3.2.4. (Added) Inexperienced riders are prohibited from carrying passengers during their first year of riding.

13.2.3.2.5. (Added) Operators will not be allowed to register a motorcycle larger than the CC or stroke type used to complete the training.

13.2.3.2.6. (Added) After one year of riding experience, riders may take the MSF Experienced Rider Course (ERC) with a larger motorcycle to remove the motorcycle size restriction from their licenses.

13.2.3.2.7. (Added) Members are exempt from the size restriction if the motorcycle in question was owned by the member prior to the date of this publication. The member must provide proof of prior ownership to be exempted.

13.3. (Added) Recurring MSF training must be accomplished every three years. Training must also be accomplished to graduate to a motorcycle with greater than 600 CC (4 stroke) or greater than 200 CC (2 stroke) engines.

13.4. (Added) Commanders will encourage and support the formation of a motorcycle club/mentoring program. The purpose of these programs is to foster safe riding. If you need guidance on developing a program, contact PACAF/SEG.

13.5. (Added) Personnel are prohibited from loaning motorcycles to other personnel who are not properly trained and licensed. The lender must verify by observing the borrower's state driver's license with motorcycle endorsement, or MSF card, or other evidence showing completion of a DoD recognized motorcycle safety course.

13.5.1. (Added) Personnel seeking qualification in Korea and Japan may borrow a motorcycle for training purposes, if all the requirements of paragraphs **13.2. (Added)-13.3. (Added)** of this supplement are met.

14.1. (Added) Lightweight motorized scooters (Go-Peds or similar machines) are prohibited from nighttime operation on installation roadways unless equipped with a headlight and taillight.

14.2. (Added) All motorcycle and lightweight motorized scooter (Go-Ped or similar machine) operators and passengers will wear reflective vests with a minimum of 138 square inches. For example, an appropriate vest would have a reflective strip at the top and bottom of vest on both back and front of vest.

14.2.1. (Added) The reflective vest will not be covered by a backpack or similar item.

14.2.2. (Added) Within PACAF, the only approved reflective vest colors are international orange and lime green.

14.3. (Added) Security Forces (SF) personnel will not allow motorcyclists access to base unless they are wearing all required personnel protective equipment (i.e., properly fastened protective helmet that meets Department of Transportation or host nation standards, impact resistant goggles or full-face shield, long-sleeve shirt or jacket, long trousers, full fingered gloves, reflective vest, and sturdy footwear).

14.3.1. (Added) Personnel who fail to wear personnel protective equipment will be issued DD Form 1408, Armed Forces Traffic Citation, in accordance with the provisions outlined in paragraph **5.4.2. (Added)**

20. All personnel (including dependents and retirees) who roller-skate, in-line skate, skateboard, or use lightweight motorized (Go-Peds or similar machines) or foot-propelled scooters (Razors or equivalent) on PACAF installations must wear an approved Consumer Product Safety Commission (CPSC), American National Standard Institute (ANSI), Snell Memorial Foundation, or host-nation certified helmets. The use of elbow pads, kneepads, and wrist guards is highly encouraged.

A2.2. This course is renamed Course II, Local Conditions/Personal Risk Management for PACAF.

A2.2.1. Provide a brief overview of Personal Risk Management (PRM), to include ACT (Assess the environment for risk. Consider options to limit risk, Take appropriate action). This should be tailored to the installation's environment and include local non-traffic hazards as well.

A2.2.2. All newly assigned military and DAF/NAF civilian personnel will attend Course II, Local Conditions and Personal Risk Management, within 30 days of arrival on station.

A2.2.2.1. "Korea and Japan Only" Regardless of temporary duty (TDY) duration, all personnel temporarily assigned to PACAF must receive a briefing on local driving conditions before operating a motor vehicle.

A2.2.2.2. SEG and LGT will jointly develop required briefing items tailored to their local area.

A2.2.2.3. The briefing will be conducted and documented by the host organization's VCO/VNCO, or other commander's designated representative. Mass/group briefings are authorized.

A2.2.2.4. (Added) Prohibitions against borrowing or loaning motorcycles to or from personnel who are not properly trained and licensed will be briefed during Course II.

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