



DEPARTMENT OF THE NAVY

U.S. NAVAL AIR FACILITY
ATSUGI, JAPAN
FPO AP 96306-1209

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NAF ATSUGI INSTRUCTION 5800.6H CHANGE TRANSMITTAL 1

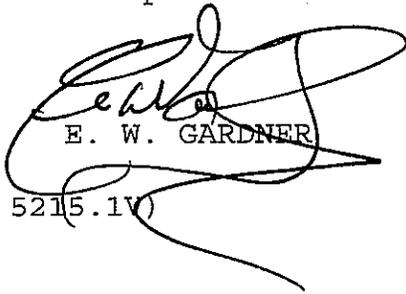
Subj: VEHICLE REGISTRATION, CONTROL OF TRAFFIC AND MOTOR
VEHICLE OPERATIONS

1. Purpose. To establish uniform policies, standards, procedures and regulations for motor vehicle operations, control of traffic, and administrative disposition of traffic offenses.

2. Action

a. On page 2-2, paragraph 212, change to read:

212. Portable Electronic Devices. Wearing portable headphones, earphones, cellular hands-free devices, iPods, or other listening devices while running, jogging, walking, bicycling, skating, skate boarding, or operating a motor vehicle on roadways and streets is prohibited with the exception of the designated jogging paths. These devices are authorized on sidewalks and jogging paths but once a member comes to a crosswalk they must remove their headphones.


E. W. GARDNER

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U.S. NAVAL AIR FACILITY
ATSUGI, JAPAN
FPO AP 96306-1209

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NAF ATSUGI INSTRUCTION 5800.6H

Subj: VEHICLE REGISTRATION, CONTROL OF TRAFFIC AND MOTOR
VEHICLE OPERATIONS

Ref: (a) Status of Forces Agreement, U.S. and Japan (SOFA)
(b) OPNAVINST 5100.12G
(c) OPNAVINST 11200.5D
(d) USFJ Policy Letter 125-2, January 1997
(e) COMNAVFORJAPANINST 5800.9Q
(f) COMNAVFORJAPANINST 5800.7L
(g) COMNAVFORJAPANINST 5100.5
(h) NAFATSUGIINST 5800.1A
(i) NAFATSUGIINST 11240.1B
(j) OPNAVINST 5350.4 (series)
(k) DoD 7000.14 (series), DoD Finance Manual
(l) NAFATSUGIINST 5800.1A

Encl: (1) Traffic Control and Motor Vehicle Operations Manual

1. Purpose. To establish uniform policies, standards, procedures and regulations for motor vehicle operations, control of traffic, and administrative disposition of traffic offenses.

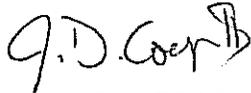
2. Cancellation. NAFATSUGIINST 5800.6G. This instruction has been re-written in its entirety and should be comprehensively reviewed.

3. Scope. This instruction applies to all military and DoD personnel and their family members, contractors, and their employees present in Japan and assigned to U.S. Naval Air Facility (NAF) Atsugi, U.S. Naval Support Facility (NSF) Kamiseya, and tenant commands pursuant to the provisions of Article XIV of reference (a) and to appropriated and non-appropriated fund activities and organizations of the Navy and Marine Corps in Japan.

4. Action. USFJ personnel are responsible for ensuring that they and their family members are familiar with the provisions of this instruction before operating a motor vehicle.

APR 19 2007

5. Policy. The operation of a privately owned motor vehicle on or off base constitutes a conditional privilege extended by the Commanding Officer. Personnel found violating base regulations or any part of this instruction shall be subject to disciplinary or administrative action.



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APR 19 2007

NAF ATSUGI
VEHICLE REGISTRATION,
TRAFFIC CONTROL,
AND
MOTOR VEHICLE OPERATIONS
MANUAL

APR 19 2007

TABLE OF CONTENTS

CHAPTER 1

Vehicle Registration and Operational Standards

Part 1:	Vehicle Registration, Deregistration, and Abandoned Vehicles	
		<u>Page</u>
101	General.....	1-1
102	Registration.....	1-2
103	Transfer of Registration of a Motorized Vehicle to USFJ Personnel.....	1-3
104	Transfer of Registration of a Motorized Vehicle to USFJ Personnel by Power of Attorney (POA).....	1-4
105	Vehicle Registration.....	1-5
106	Abandoned Vehicle.....	1-5
Part 2:	Special Motorcycle Regulations	
107	General.....	1-6
108	Regulation.....	1-6
109	Motorcycle registration.....	1-7
Part 3:	Loaning or Borrowing a Motor Vehicle	
110	Responsibility.....	1-7
Part 4:	Used Car Lot	
111	Engaging in the purchase and sale of vehicles as an on-base individual dealer.....	1-8
112	Use of Used Car Lot by Personnel within 90 days Of PCS.....	1-8
Part 5:	Operation of Motorized Vehicles and Operational Standards	
113	Privately Owned Vehicles.....	1-8
114	Government Vehicles.....	1-9
115	Motorcycles.....	1-9
116	Rental Vehicles.....	1-11
117	Motorized Vehicle Operation Standards.....	1-11
118	Vehicle Markings.....	1-11
119	License Plates.....	1-11

APR 19 2007

CAPTER 2

TRAFFIC REGULATIONS

Part 1: Traffic Laws and Regulations

201 General.....2-1

202 Government Owned Motor Vehicle.....2-1

203 Required Obedience to Traffic Regulations.....2-1

204 Obedience to Law Enforcement Officers.....2-1

205 Obedience to Firemen.....2-1

206 Bicycles.....2-1

207 Opening and Closing Streets.....2-1

208 Interference with Traffic Devices.....2-1

209 Unauthorized Traffic Devices and Prohibited
Signs and Devices.....2-2

210 Fire Hoses.....2-2

211 Cellular telephones.....2-2

212 Entertainment Devices.....2-2

213 Excessive Vehicle Noise.....2-2

214 Abandoned Vehicles.....2-2

215 Stopping, Standing, or Parking Prohibited in
Specified Places.....2-3

216 Parking in Housing Areas.....2-4

217 Parking on hills.....2-4

218 Parking Tow-wheeled vehicles.....2-4

219 Additional Parking Regulations.....2-4

220 Headlights.....2-5

221 Signals.....2-5

222 Doors.....2-5

223 Tracked Vehicles.....2-5

224 Vehicles with Trailers.....2-5

225 Driving.....2-6

226 Right of Way.....2-6

227 Passing.....2-6

228 Turning.....2-6

229 Stopping.....2-6

230 Backing.....2-7

Part 2: Pedestrian Regulations

231 Pedestrian Right of Way.....2-7

232 Pedestrians Walk on the Right Side of the Road....2-8

233 Hitchhiking.....2-8

234 Crossing in Industrial or Commercial Areas.....2-8

235 Portable Personal Devices.....2-8

236 Special Rules for Joggers and Formation Running...2-8

APR 19 2007

Part 3: Bicycle, Skateboard, Roller Skates, and Roller Blade Regulations

237 Bicycle Registration.....2-8

238 Safety Equipment.....2-9

Part 4: Miscellaneous Rules

239 Obstruction to Driver's View or Driving Mechanism.....2-9

240 Interference with Driver or Mechanism of Vehicle..2-10

241 Unlawful Riding.....2-10

242 Opening and Closing of Vehicle Doors.....2-10

243 Coasting Prohibited.....2-10

244 Throwing lighted substances upon Roadways.....2-10

245 Open Alcohol Containers.....2-10

246 Litter on Roadway Prohibited.....2-10

247 Speed Contests.....2-10

248 One-way Traffic.....2-11

249 Reckless Driving.....2-11

250 Driving Under the Influence of Alcohol or Drugs...2-11

251 Night Driving.....2-11

252 Mufflers.....2-11

253 Use of Red Flag.....2-12

254 Pushing or Towing.....2-12

255 Splash Protection.....2-13

256 Footwear.....2-13

257 Seat Belts.....2-13

258 Use of Reflective Safety Clothing and Equipment...2-14

259 Maximum Passenger Capacity.....2-14

260 Loading and Unloading of Commercial Buses.....2-14

261 School Buses.....2-14

CHAPTER 3

POLICE TRAFFIC SUPERVISION

Part 1: Traffic Violation

301 General.....3-1

302 Rules.....3-1

303 Responsibility.....3-1

304 Random Roadside Inspection.....3-1

305 Driving While Drinking Indicated (DWDI)/Driving Under Influence (DUI)/Driving While Intoxicated (DWI).....3-2

APR 19 2007

Part 2: Alcohol and Drug Countermeasures

306 General.....3-3

307 Blood Alcohol Concentration Standards.....3-4

308 Validity of Chemical Testing.....3-5

309 Medical Considerations.....3-6

Part 3: Chemical Testing Policies and Procedures

CHAPTER 4

TRAFFIC CONTROL

Part 1: Policy

401 Policy.....4-1

Part 2: Compliance with Government of Japan Laws

402 General.....4-1

403 Rule.....4-1

CHAPTER 5

TRAFFIC COURT

501 Installation Traffic Court.....5-1

502 Responsibilities.....5-1

503 Suspension and Revocation.....5-2

504 Restricted Driving Privileges.....5-3

505 Administrative Due Process.....5-3

506 Reciprocal Government of Japan - U.S. Military
Action.....5-4

507 Re-instatement of driving privileges.....5-5

APPENDICES

Appendix A Vehicle Ownership Responsibility Administrative
Remarks (Military Members)

Appendix B Vehicle Ownership Responsibility Administrative
Remarks (Civilian Employees)

Appendix C Civilian Employee Voluntary Repayment Agreement

Appendix D Motorcycle Safety Administrative Remarks

Appendix E Point Assessment for Moving Traffic Violations

APR 19 2007

CHAPTER 1

VEHICLE REGISTRATION AND OPERATIONAL STANDARDS

Part 1: Vehicle Registration, Deregistration, and Abandoned Vehicles

101. General. All personnel assigned to U.S. Naval Air Facility (NAF) Atsugi, U.S. Naval Support Facility (NSF) Kamiseya, and tenant commands shall comply with the following guidelines:

a. Report to the Vehicle Registration Office (VRO) before importing, purchasing, or selling any type of motor vehicles.

b. Register all motor vehicles with the VRO. Personnel are required to maintain all vehicle paperwork at all times and to report all updates to vehicle paperwork to the VRO.

c. One Privately Owned Vehicle (POV) per licensed (USFJ Form 4/4EJ) driver 18 years of age or older, limited to a maximum of three per family are authorized.

Note: Dependents 16-18 years old, with an "ON BASE ONLY" stamp across their licenses do not meet the requirements for an additional vehicle. Motor Safety Foundation (MSF) Rider Coaches may own up to two motorcycles, provided that they provide VRO with written recommendation of such from Traffic Safety Manager.

d. POV can be registered under sponsor's name only. Family members acting on behalf of their sponsor must have a valid original Power of Attorney.

e. Limited to 4 transfers registration transactions within 12 month period (excluding authorized car dealers).

f. Personnel on temporary assignment duty (TAD) to NAF Atsugi, NSF Kamiseya, and tenant commands for 6 months or less are not authorized to register a POV.

g. Personnel must properly dispose of their vehicle(s) and check-out with the VRO prior to departure from Japan on PCS orders. It is strongly recommended that personnel begin the deregistration process a minimum of 2 weeks before their projected rotation date (PRD), regardless of whether they intend to sell, ship, or junk the vehicle. In the event, personnel

APR 19 2007

transfer from Japan and fail to properly dispose of their vehicle(s), they immediately relinquish any and all claims on their vehicle(s). All fees involved in towing, storing, de-registering and disposing of the vehicle(s) will be charged to the owner's parent command/department, who will be responsible for junking/deregistering the vehicle. Commands are authorized to deduct reimbursement of these costs from the vehicle owner's pay as described in reference (k).

h. Transferring from another base within Japan to NAF Atsugi, must report to the VRO to commence registration of their vehicle on base.

i. Must meet or exceed the safety standards as outlined in reference (g).

102. Registration

a. Requirements

(1) Valid military/civilian identification card with a copy of PCS orders, or proof of SOFA employment, if not listed in the Command Alpha Roster.

(2) Valid **original** Power of Attorney if not the sponsor.

(3) Valid Operator's Permit for Civilian Vehicle (USFJ Form 4/4EJ).

(4) E-4 and below must obtain written permission (request chit) from their Commanding Officer or Officer in Charge to purchase a POV. E-6 and below who are under 26 years of age must show proof of completing paygrade-commensurate Drug and Alcohol Awareness training, per reference (j), prior to purchasing their first POV in Japan.

(5) Proof of Ownership of the vehicle (Japanese title).

(6) Minimum of 3 months liability insurance. Minimum liability insurance must cover both bodily injury in the amount of \$300,000 (30,000,000 Yen) and property damage in the amount of \$30,000 (3,000,000 Yen). All vehicles must be insured at all times whether operable or not.

(7) Valid JCI, weight tax, and road tax.

APR 19 2007

(8) Valid vehicle safety inspection.

(9) Personnel living off-base must obtain a Japanese Parking Certificate prior to beginning the vehicle registration process. Personnel living off-base who do not have a designated parking space, do not meet the requirements to purchase a POV. Personnel living on-base must provide parking verification from the Housing Office/CBH.

(10) Motorcycle operators must provide a completion of a Motorcycle Safety Course and signed Motorcycle Safety Administrative Remarks (appendix D), which can be obtained from Traffic Safety Office upon your completion of the course.

(11) Signed Vehicle Ownership Responsibility Administrative Remarks (appendix A for military personnel and appendix B for civilian personnel).

(12) For civilian employees only: Signed Civilian Employee Voluntary Repayment Agreement (appendix C).

(13) MSF Motorcycle Rider course, Riding and Street Skills (MRC:RSS) course completion card (motorcycle registration only).

(14) Certificate of registered personal seal and resident registration card (if purchase off-base).

103. Transfer of Registration of a Motorized Vehicle to USFJ Personnel

a. Bill of Sale for vehicles can only be conducted at the VRO. A Bill of Sale conducted outside of the VRO will not be honored by the VRO or any Government of Japan (GOJ) agency.

b. The buyer, seller, and vehicle must be present at the VRO in order to conduct a Bill of Sale.

c. Requirements

(1) Seller:

(a) Valid military or civilian identification card.

(b) Proof of ownership or original Power of Attorney of vehicle (Japanese title).

APR 19 2007

(c) Valid liability insurance and JCI.

(2) Buyer:

(a) Must meet all requirements listed in paragraph 102 of this manual.

(b) The base decal (USFJ Form 15) will be removed from the vehicle being sold after Bill of Sale has been completed. A five (5) day temporary pass will be issued to allow the new owner sufficient time to change the Japanese title into their name at the land Transportation Office (LTO) and return to the VRO. A new decal will only be issued when all registration requirements as stated in paragraph 103 of this section are met. Failure to complete registration requirements within a 5 working day period will result in a citation being issued and administrative action as necessary.

104. Transfer of Registration of a Motorized Vehicle to USFJ Personnel by Power of Attorney (POA)

a. Per reference (a), when the owner has not yet departed Japan on permanent change of Station (PCS) orders, a POA may be used to effect the deregistration and sale/junking of the vehicle, provided that the attorney is an adult who meets all criteria for owning a vehicle and the POA can be brought to the VRO prior to the owner's departure.

b. Use of POA

(1) The VRO will only accept the Special Power of Attorney Vehicle/Japan issued from the VRO office.

(2) Only personnel still in Japan or still attached to a command in Japan, may use a POA to dispose of their vehicle with the following exceptions:

(a) Vehicle owners transferring to duty stations from the local area are authorized to use a special power of attorney, not to exceed 45 days, to dispose of the vehicle after the effective date of their PCS. Individuals granted a 45-day POA must be eligible to register a vehicle, and are required to remove the base decal (USFJ Form 15) and return it to VRO. A temporary pass will be issued for the duration of the POA. The POA must contain a mandatory clause stating that, "In event of

APR 19 2007

failure to sell or otherwise dispose of the vehicle covered by the POA within the 45 day period, the installation commander or his designee has the authority to completely dispose of the vehicle. Reasonable expenses incurred by installation command, in deregistering and disposing of the vehicle will be charged to the registered owner of the vehicle and/or the grantee and will be a debt owed the United States in addition to any administrative or disciplinary action taken under the UCMJ or civilian personnel regulations."

(3) Commanding Officer, U.S. Naval Air Facility Atsugi may approve requests on a case-by-case basis for an extension of the 45-day period in exceptional or hardship situations. Personnel requesting such an extension should route their request through their chain of command.

105. Vehicle Deregistration

a. Japanese law requires that, prior to permanent change of station (PCS) transfer from Japan, all personnel must have deregistered all POVs that have been previously registered by them. All personnel are prohibited from departing Japan until vehicle deregistration has been accomplished. Commanding Officers shall ensure deregistration requirements are satisfied before delivering orders and allowing an individual to transfer. All personnel are required to report any change in ownership or address of a motor vehicle registered in Japan to military and Japanese authorities.

b. Vehicles will only be deregistered for shipping, or after they have been properly junked.

106. Abandoned Vehicle

a. Disposition of vehicles shall be done in accordance with the requirements of reference (a). Vehicles not properly disposed of and deemed to be abandoned as defined in paragraph 214 of this instruction may be confiscated and stored/decals scrapped/disposed of at the expense of the vehicle owner's parent command/employer.

b. Commands may not issue orders and personnel may not depart Japan on PCS Orders or separation without properly transferring or deregistering and disposing of their vehicle(s).

APR 19 2007

Part 2 Special Motorcycle Regulations

107. General. The term "motorcycle" applies to all motorcycles, motor scooters, motorized bicycles, moped or motor assisted two or three wheel conveyances. Motorcycles are recognized as an efficient and economical means of motor transportation, and many USFJ personnel find them an enjoyable form of recreational transportation. While the small size, responsiveness and maneuverability of the motorcycle can be advantageous, the exposed position of the motorcycle operator can result in severe injuries in the most minor of accidents.

108. Regulation. In view of the fact that operation of a motorcycle requires skills in addition to those required of other motor vehicle operators, it is necessary that added training and testing of these operators be exercised as a part of the motorcycle safety effort. The following licensing, testing, and training requirements shall apply, in addition to other requirements established by this instruction, to all motorcycle operators:

a. Ownership. In order to provide for effective control over possession of a motorcycle, no person shall be allowed to operate a motorcycle unless they are a licensed motorcycle operator in Japan. In the event the motorcycle is to be solely operated by a family member, the sponsor need not be a licensed operator but shall be required to provide proof that such family member is a licensed operator.

b. Licensing. USFJ Form 4/4EJ will be endorsed for motorcycle and/or motor scooter operation in accordance with reference (i).

c. Licensing Categories:

(1) "ON BASE ONLY". This license is issued to allow for initial registration of the motorcycle and completion of required training.

(2) "ON/OFF BASE" license will be issued to operators upon completion of training and testing requirements contained in reference (i).

109. Motorcycle registration

APR 19 2007

a. All motorcycles must meet safety and registration requirements except those designed and utilized only for off-road operations, which are required to be registered with the VRO.

(1) Completion of a Motorcycle Safety Course and signed Motorcycle Safety Administrative Remarks (appendix D) for motorcycle operators.

(2) Owners with a valid "ON BASE ONLY" license will be issued "ON BASE ONLY" license plates and a vehicle pass from the VRO, valid for 60 days.

(3) Owners with a valid "ON/OFF BASE" license will be issued a USFJ decal upon showing verification of Safety course completion.

Part 3: Loaning or Borrowing a Motor Vehicle

110. Responsibility

a. An owner of a motor vehicle shall not loan their vehicle to anyone who does not meet the requirements to drive a POV on-base. The borrower and loaner will be held responsible if driving the vehicle with any registration forms not current/valid.

b. The borrower [except members of the immediate family covered under reference (a)] of any motor vehicle shall obtain, from its registered owner, written permission to operate the vehicle, and shall exhibit it to any person acting in the capacity of a law enforcement officer. Failure to produce written permission for the use of a motor vehicle shall be sufficient cause to impound the motor vehicle pending a determination of proper use.

c. Per reference (b), Navy and Marine Corps personnel will not lend, rent, authorize the use under a POA or otherwise give custody of or control over their vehicles to residents of Japan except for maintenance or repair.

d. No person shall knowingly lend or otherwise entrust a motor vehicle to a person whom the individual knows is intoxicated or under the influence of alcohol or other substances.

APR 19 2007

e. No person shall knowingly lend or entrust a motor vehicle to a person who cannot be expected to operate the vehicle in a safe manner due to overwork, fatigue, illness, or any other condition of impairment.

Part 4: Used Car Lot

111. Engaging in the purchase and sale of vehicles as an on-base individual dealer.

a. Regulations for registering as an on-base dealer can be found in references (g) and (l).

b. Individual car dealers are limited to a maximum of four (4) vehicle sales per calendar year.

112. Use of Used Car Lot by Personnel within 90 days of PCS. Personnel within 90 days of PCS using the used car lot must comply with the following guidelines:

a. PCS personnel must provide VRO a copy of their PCS orders when requesting a space.

b. All vehicles must meet the requirements for registration as stated in Part I, paragraph 3 of this section.

c. The base decal shall be removed and a used car lot pass displayed in the windshield.

d. The vehicle shall not be removed from the used car lot once the decal has been removed, with the exception of test drives and maintenance.

Part 5: Operation of Motorized Vehicle and Operational Standards

113. Privately Owned Vehicles. In order to operate POV, operators must have in their possession the following documents:

a. A current operator's permit (USFJ Form 4/4EJ) for the type of vehicle being driven.

b. A current Japanese Registration.

c. Military Registration and Certificate of Title of Motor Vehicle (DD Form 430).

APR 19 2007

d. The written permission of the owner if the registration does not show the driver as the owner. This includes motorized two-wheeled vehicles, provided that the operator has a valid motorcycle license.

e. Current vehicle inspection certification.

f. Current insurance certificates for both Japanese Compulsory Insurance (JCI) and Liability Insurance indicating coverage for the driver.

g. A current Japanese Road Tax Receipt.

h. Motorcycle Safety Foundation MRC:RSS course completion card (motorcycle operators only).

114. Government Vehicles. In order to operate a government vehicle, operators must have in their possession the following documents:

a. A valid operator's permit for the type of vehicle being driven.

b. A properly completed trip ticket (DD Form 110-1) stamped for off-base use (if required).

c. An accident report form (SF 91).

115. Motorcycles. In order to operate a motorcycle, operators must have in their possession all requirements described in paragraph 1 of this part and must meet these additional requirements.

a. All operators must have a minimum of one (1) year riding experience before being authorized to carry a passenger. Passengers may only be carried on motorcycles which are designed and equipped for passenger riding. Passengers may not be carried on national expressways at any time.

b. The following personal protective equipment (PPE) is mandatory for all persons while operating or riding as a passenger on a motorcycle at all times:

(1) A properly fastened (under the chin) protective helmet certified to meet U.S. Department of Transportation (DOT)

APR 19 2007

standards. If no helmet that meets DOT standards is available for purchase, then a helmet that meets the Snell Memorial Foundation standards or Government of Japan safety standards will be accepted. Four (4) square inches of retro-reflective material attached to each side and back of the helmet is recommended.

(2) Properly worn eye protective devices (impact or shatter resistant goggles, or full-face shield properly attached to the helmet). A windshield, fairing or eyeglasses alone are not proper eye protection.

(3) Properly worn long sleeved shirt or jacket, long legged trousers and full fingered gloves or mittens designed for use on a motorcycle.

(4) Properly worn sturdy footwear (riders are encouraged to wear leather boots or over the ankle shoes). Loafers, sneakers, tennis, or deck shoes are not considered sturdy footwear.

(5) All motorcycle and lightweight motorized scooter operators and passenger will wear brightly color reflective vests or outer garments 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. The reflective vest will not be covered by a backpack or similar item. The only approved colors are international orange and lime green. A properly worn, brightly colored outer upper garment or brightly colored, mesh or fabric safety vest with retro-reflective vertical, horizontal, or diagonal strips front and back during the day. At night, an outer upper garment with retro-reflective material attached or a brightly colored, mesh or fabric safety vest with retro-reflective vertical, horizontal, or diagonal strips front and back is required. The outer upper garment shall be clearly visible from the front and back and not covered with such items as backpacks, etc.

116. Rental Vehicles. Vehicles rented from local economy by U.S. military or civilian personnel stationed at NAF Atsugi and those U.S. Military retirees in Japan will be issued a vehicle pass provided they meet the required registration, insurance, and licensing regulations.

117. Motorized Vehicle Operation Standards

APR 19 2007

a. All privately owned vehicles of USFJ personnel must conform to the operational safety standards in accordance with reference (g).

b. Personnel will not operate a motor vehicle that fails to meet the operational safety standards.

c. To determine compliance with operational safety standards, inspections must be completed every two (2) years in accordance with reference (g).

d. Motorcycles must have headlights turned on at all times while riding on base and a rear view mirror mounted on each side of the handlebars or fairing as applicable.

118. Vehicle Markings. Privately owned motorized vehicles will not be painted or marked in any way to resemble publicly owned motor vehicles. No military or similar markings to include commercial slogans or drawings will be placed on privately owned motor vehicles with the exception of approved identification stickers or decals. In addition, no vehicle will bear images (painted or on decals) with obscenities or gestures that may invite discredit to the United States Armed Forces. Privately owned motor vehicles of guests that fail to meet this requirement will be denied access to the installation.

119. License Plates

a. GOJ Land Transportation Officer authorities will attach Japanese number plates to the front and rear of the vehicle. The rear plate will have a seal affixed to it. This seal shall not be removed or tampered with except by vehicle registration personnel. When these plates become illegible or difficult to read, the seal is broken, or tampered with, new plates shall be obtained. U.S. Forces law enforcement personnel are authorized to direct such replacement.

b. License plate covers of any type and license plate holders that restrict the viewing of license plates are not authorized.

APR 19 2007

CHAPTER 2

TRAFFIC REGULATIONS

Part 1: Traffic Laws and Regulations

201. General. U.S. military personnel are required to obey Japanese traffic laws and regulations and observe all traffic signals employed either by U.S. Forces or the Government of Japan (GOJ). Japanese nationals must obey traffic regulations while aboard NAF Atsugi.

202. Government Owned Motor Vehicle. United States Government owned motor vehicles are permitted to use toll roads free of toll charges. USFJ Form 19EJ must be completed in advance and be ready for presentation upon entering a tollbooth. The supervisor (or "certifier") of the vehicle driver will complete and issue this form before leaving the installation.

203. Required Obedience to Traffic Regulations. It is a violation for any person to do any act forbidden, or to fail to do any act required, by this instruction.

204. Obedience to Law Enforcement Officers. It is a violation to refuse to follow any lawful order, signal, or direction of any law enforcement member.

205. Obedience to Firemen. It is a violation to refuse to follow any lawful order, signal, or direction of any member of the Fire Department, when wearing the badge and insignia of the Fire Department and while acting in the course of his duties of protecting personnel, property and fire department equipment.

206. Bicycles. Every person riding a bicycle shall be granted all the rights but shall be subject to all the duties applicable to the driver of a vehicle by this section, except those provisions, which by their very nature can have no application.

207. Opening and Closing Streets. Closing and opening streets for vehicle traffic is prohibited except when directed by the NAF Atsugi Security Officer.

208. Interference with Traffic Devices. No person shall, without lawful authority, deface injury, attach any material or substance to, knock down or remove any traffic control device, traffic guide post, traffic sign post, or historical marker.

APR 19 2007

209. Unauthorized Traffic Devices and Prohibited Signs and Devices. No person shall place, maintain or display upon, or in view of any roadway any unofficial sign, signal, device or marking or any sign, signal device or marking which purports to be, is an imitation of, or resembles an official traffic control device. Every prohibited sign, signal device or light is a public nuisance and will be removed as directed by the Public Works Officer, Safety Officer, or Security Officer.

210. Fire Hoses. No person shall drive or propel any vehicle or conveyance upon, over, or across or in any manner damage any fire hose or chemical hose used by or under the supervision and control of the Fire Department. However, any vehicle may cross a hose if suitable hose bridges or other appliances are installed to protect the hose.

211. Cellular telephones. The use of a cellular telephone while driving is prohibited except as described in reference (e).

212. Entertainment Devices. Wearing of portable headphones, earphones, or any other listening devices while operating a motor vehicle, bicycle, skates, or skateboard on streets or sidewalks is prohibited.

213. Excessive Vehicle Noise. Vehicle noise and or stereos shall not be audible at a distance of fifty (50) feet nor will they disturb personnel beyond a fifty (50) foot zone.

214. Abandoned Vehicles

a. A vehicle is considered to be abandoned when it meets one or more of the following conditions:

(1) It is parked along a road, other than in an area normally utilized for parking, in excess of 24 hours.

(2) It has been parked in an authorized parking area in excess of 48 hours and gives the appearance of having been temporarily abandoned, e.g., flat or missing tires, broken windows, missing parts, etc.

(3) It is parked and missing a major part or parts, thereby being rendered temporarily or permanently inoperable and/or incapable of passing a safety inspection.

APR 19 2007

(4) It is parked with manufacturer's serial plates, vehicle identification numbers, or other means of identification removed.

(5) It is parked in excess of 48 hours, without current registration plate(s) or USFJ decal, with registration plate(s) or USFJ sticker belonging to another vehicle.

(6) The vehicle's owner has permanently departed from NAF Atsugi without making provisions for its disposition.

b. Abandoned vehicles are a hazard to the health and welfare of the community. They present a danger to children, and detract from the overall appearance of the facility. Abandoned vehicles will be impounded in accordance with reference (c), and may be confiscated, impounded, and or disposed by the Commanding Officer or his designee accordance with reference (e) and as described in appendix A of this manual.

215. Stopping, Standing, or Parking Prohibited in Specified Places. No person shall stop, park, or leave standing any vehicles whether attended or unattended, except when necessary to avoid conflict with other traffic or in compliance with the directions of a traffic officer, in any of the following:

- a. Within 15 feet (5 meters) of a fire hydrant.
- b. Within 15 feet (5 meters) of an intersection.
- c. In intersections, bus stops, or crosswalks.
- d. Blocking building entrances, exits, fire lanes, or any driveway.
- e. In places where restricted by sign or signal. Yellow markings on street curbs are designated as no parking areas.
- f. On narrow roads, steep grades, and bridges.
- g. On the traveled part of a road where shoulders are provided.
- h. Facing the normal flow of traffic (parked on the wrong side of the street).
- i. Double-parked.

APR 19 2007

j. On sidewalks, grass areas or any place not designated for parking.

k. Obstructing the flow of traffic or smooth passage of emergency vehicles.

216. Parking in Housing Areas. Guests' cars may be parked on the main street if authorized. Parking on or across lawns is not allowed. Numbered or designated spots are provided for the residents of the individual housing and their authorized guests only. Non-residents will park in unnumbered or non-designated spaces only.

217. Parking on hills. No person driving, or in control of a motor vehicle shall allow it to stand unattended when on a hill with a grade more than 5 degrees, without blocking the wheels by turning them against the curb or by other means.

218. Parking Two-wheeled vehicles. No person shall stop. Park or leave standing any motor scooter, motorcycle, motor-driven cycle or bicycle whether attended or unattended in any area or parking space normally provided automobiles when designated motorcycle parking areas are provided in the immediate parking lot or area.

219. Additional Parking Regulations

a. Except as otherwise provided in this paragraph, every vehicle stopped or parked where there are adjacent curbs shall do so with the left side wheels of the vehicle parallel to and within 12 inches of the left curb. Where no curb barriers exist the edge of the road will suffice. This paragraph shall not apply to a commercial type vehicle when loading cargo.

b. Angle parking may be permitted where it is indicated by sign posting or markings.

c. When a motor vehicle is parked unattended, the driver must turn off the ignition switch, stop the motor and set the hand brake. Also, the vehicle should be placed in low gear or the selector put in the "Park" position. At no time will vehicles be left with the engine running and unattended by the driver.

220. Headlights

APR 19 2007

a. The driver will turn on vehicle lights from one-half hour before sunset to one-half hour after sunrise. Head lights must also be turned on when there is insufficient light to see persons or vehicles on the road at a distance of 500 feet.

b. When vehicles approach on a roadway at night, drivers will dim their lights or use their low beam.

c. Vehicle headlights shining toward the flight line, parking ramps, apron, or taxiway will be on low beam. Vehicle headlights shining toward any moving aircraft at night will be turned off immediately.

221. Signals

a. During normal situations, drivers will not stop suddenly, decrease speed or change direction without giving an appropriate signal. Automatic mechanical signals are required on all motor vehicles (except combat type, government owned vehicles).

b. In the event that automatic mechanical signals are inoperative or when driving a vehicle such as a bicycle or self propelled support equipment in which signals are not required, proper hand signals will be given.

222. Doors

a. An operator will neither set a vehicle in motion, nor drive it with a door open.

b. The operator will ensure that the tailgate of a vehicle so equipped, is securely fastened prior to operation.

223. Tracked Vehicles. Tracked vehicles will not move on pavement, bricked or macadam roadways without approval of the Security Officer. Wooden or metal dunnage will be used as appropriate. An escort will be provided by Security when necessary.

224. Vehicles with Trailers. Before operations, the brake system must be checked to ensure it is connected to the prime mover and it is in operating condition. This must be done by actual test.

225. Driving

APR 19 2007

a. Parked vehicles will not be set in motion until the driver has ascertained it is safe to move. Moving traffic has the right-of-way.

b. Two-wheeled vehicles will not be ridden abreast but in single file.

226. Right of Way

a. Right of way will be yielded to emergency vehicles (ambulances, fire fighting equipment, or other similar vehicles) when those vehicles are proceeding with lights or sirens.

b. Right of way will be yielded to:

(1) Troops in formation on the highway.

(2) Pedestrians in crosswalks or intersections.

227. Passing

a. Passing is prohibited in intersections and within 30 meters of pedestrian crosswalks.

b. Passing other vehicles on the left is prohibited.

228. Turning

a. A proper signal of intention to turn right or left will be given continuously within 100 feet before turning and until turn is complete.

b. U-turns are not authorized to be made on NAF Atsugi at any time.

229. Stopping

a. The driver approaching an intersection posted with a stop sign shall stop at a limit line as marked, otherwise immediately before entering the intersection. If stopping at a limit line does not afford the driver a clear view of the intersection, he is still responsible for stopping again to determine safety before entering the intersection.

APR 19 2007

b. The driver of a vehicle will stop at the intersection of a through street or road and yield the right of way to any vehicle which has entered the intersection.

c. Vehicles will stop in both directions for school buses when the school bus is stopped for loading and unloading of passengers.

d. Vehicles will stop to the rear of all NAF Atsugi buses stopped for loading and unloading of personnel. After stopping, the bus may be passed on the right side at 5kph, if safe.

230. Backing

a. When backing vehicles with a trailer, large cargo carrying vehicles, and vehicles hauling fuels and explosives, the operator will station another person to the rear to guide the operator while the vehicle is in motion.

b. No personnel will back a vehicle until they have assured themselves it is safe to do so. All backing accidents are preventable.

Part 2: Pedestrian Regulations

231. Pedestrian Right of Way. The driver of a vehicle shall yield the right of way to pedestrians crossing the roadway within a marked crosswalk or at any unmarked crosswalk at an intersection, unless otherwise provided for in this manual.

a. When a vehicle has stopped at a crosswalk or an intersection to let a pedestrian cross the roadway, the driver of any other vehicle approaching from the rear shall not overtake or pass the stopped vehicle.

b. No pedestrian shall suddenly leave a curb or other place of safety and walk or run into the path of a vehicle which is so close as to form an immediate hazard.

c. The driver of a motor vehicle, before driving over or upon a sidewalk shall yield the right of way to any approaching pedestrian(s).

d. Pedestrians crossing a roadway at a point other than within a marked crosswalk or at an intersection shall yield the right of way to all vehicles on the road.

APR 19 2007

e. The provisions of this paragraph shall not relieve the driver of a vehicle from the duty to exercise due care for the safety of any pedestrian on the road.

232. Pedestrians walk on the right side of the road. Pedestrians, who for any reason walk on a road outside of a business or residential district, will walk close to the right hand edge of the road.

233. Hitchhiking. Hitchhiking is prohibited.

234. Crossing in Industrial or Commercial Areas. No person shall cross a roadway in any of the industrial or commercial areas at any point other than within a marked crosswalk.

235. Portable Personal Devices. The wearing of portable headphones, earphones, or other listening device by a pedestrian or the operator of any self-propelled device is prohibited on NAF Atsugi with the exception of the running track at Reid Field.

236. Special Rules for Joggers and Formation Running

a. Joggers are not to run more than 2 abreast unless in military formation, and then the formation will be limited to 3 abreast.

b. Formation running on NAF Atsugi must have road guards forward and aft. These road guards must have high visibility reflective vests.

c. Joggers are to run off the road and shoulders wherever possible. Where this is not possible, joggers may run on the shoulders as far off the road as possible.

d. Joggers, whether individual or in formation, are to run on the side of the road facing the flow of traffic.

e. Joggers are to observe quiet hours, 2200-0600. During these hours joggers shall not sing cadences while running through or near the housing area.

Part 3: Bicycle, Skateboard, Roller-Skates, Roller Blades, and Kick-Scooters Regulation

237. Bicycle Registration

APR 19 2007

a. All personnel attached to or residing on NAF Atsugi or NSF Kamiseya are required to register their bicycles with the Security Pass Office.

b. All bicycles once registered will be given a 4-digit serial number and a decal placed on the right front fork.

c. Due to the limited selections of bicycles sold through AAFEES and NEX, the chances of the same model bike being used by many people is high. At the owners request the Pass Office will engrave the serial number given by the Pass Office in 2 or 3 other locations on the bike so the owner has something unique to identify their bike.

238. Safety Equipment

a. While riding a bicycle, it is mandatory that an approved safety helmet meeting the American National Standards Institute (ANSI) or Snell Memorial Foundation standards be worn. Construction helmets (hard hats) are authorized as long as the individual is transiting from their work center to a job site where a hard hat is required, provided the hard hat meets the ANSI specifications.

b. While riding a skate board, kick-scooter, or using roller skates or roller blades an approved helmet shall be worn.

c. At night, bicycle riders must have a front headlight which illuminates to the front for a minimum of 25 feet, and they must wear a retro-reflective vest.

d. Riding a bicycle or other such device must be done in the same direction as traffic.

e. While crossing at intersections all individuals must follow traffic control devices just as a motor vehicle does (if there is a stop sign, stop, and yield the right of way).

Part 4: Miscellaneous Rules

239. Obstruction to Driver's View or Driving Mechanism. No person shall drive a vehicle when it is loaded with materials or persons as to obstruct the view of the driver to the front, sides or rear of the vehicle or to interfere with the driver's control of the vehicle. It is unlawful to affix any sticker

APR 19 2007

decal to the windshield of a motor vehicle except the decal issued for proof of satisfactory compliance with the safety inspection program or registration.

240. Interference with Driver or Mechanism of Vehicle. No person shall willfully interfere with the driver of a vehicle or with the mechanism thereof to affect the driver's control of the vehicle. The provisions of this paragraph shall not apply to a driver's license examiner or other authorized persons when conducting a road or driving test of the applicant before issuance of an operators license.

241. Unlawful Riding. No person shall ride and no person driving a motor vehicle shall knowingly let any person ride on any portion of a vehicle not designed or intended for use as a seat for passengers.

242. Opening and Closing of Vehicle Doors. No person shall open any door of motor vehicle on the side available to moving traffic unless it is reasonably safe to do so nor shall they leave it open for a period of time longer than necessary to load or unload passengers.

243. Coasting Prohibited. The driver of a motor vehicle, when traveling down grade on a road shall not coast with the gears in neutral or the clutch disengaged.

244. Throwing lighted substances upon Roadways. No person in any vehicle, or any pedestrian, shall throw on a road, public or private, a lighted cigarette, cigar, or any other flaming or glowing substance.

245. Open Alcohol Containers. Open containers of an alcohol beverage are prohibited in or on motor vehicles at all times.

a. Alcoholic beverages will not be transported in the passenger compartment of a motor vehicle after the original cap, stopper, or seal has been broken or removed. No operator or passenger of a motor vehicle shall consume alcoholic beverages inside a vehicle at any time.

246. Litter on Roadway Prohibited. No person shall throw or deposit on or along any road a glass bottle, glass, nail, tack, hoop, wire, can, or any other substance on any roadway.

247. Speed Contests

APR 19 2007

a. No person shall engage in, aid, or abet any motor vehicle speed contest on a road.

b. No person shall, facilitate or aid in any motor vehicle speed contest. Nor shall they obstruct or place any barricade or assist or participate in the placing of any such barricade or obstruction on a road or participate in a speed contest in any way.

248. One-way Traffic. No person shall operate or move a vehicle upon a street or roadway designated for one-way traffic in a direction opposed to that indicated by such designation.

249. Reckless Driving. Any person who drives a vehicle on a road, or in any area, with willful disregard for the safety of persons or property is guilty of reckless driving and is subject to appropriate disciplinary action.

250. Driving Under the Influence of Alcohol or Drugs. Any person who, while under the influence of alcohol or other drugs, drives a vehicle shall be guilty of an offense and shall be subject to appropriate administrative and disciplinary actions. The fact that a person, charged with a violation of this paragraph, is or has been authorized by medical or other authority to use such drugs will not constitute a defense.

251. Night Driving. The driver of a motor vehicle, when driving at night, shall use the following procedures:

a. Dim headlights to low beam at least 500 feet from oncoming traffic.

b. Ensure headlights are adjusted so that the low beams will fall below the level of the oncoming vehicle driver's eyes.

c. Slow down or stop, if blinded from the glare of approaching headlights.

d. When meeting another car, keep eyes on the left-hand edge of the road, not on the headlights of the oncoming car.

252. Mufflers

a. No motor vehicle shall be operated within NAF Atsugi when such vehicle is not equipped with a muffler that

APR 19 2007

effectively eliminates excessive engine exhaust noise. Mufflers will meet specifications as standard equipment by the vehicle manufacture when sold as a new vehicle.

b. Vehicles equipped with the "Hollywood Mufflers", straight exhausts, cutouts, worn out or ruptured exhaust system are considered to emit excessive noise, and will not be operated until in compliance with noise limits. The maximum acceptable noise level is 92db measured 30 feet from the rear of the vehicle.

c. No motor vehicle shall be operated in such a manner as to cause it to emit excessive smoke.

253. Use of Red Flag. Whenever the load of a vehicle extends more than 3 feet beyond its bed or body, there shall be a red flag (at least 18 inches in length and width) displayed at the projecting end of the load. During the hours of darkness, a red or orange light shall be displayed, instead of the required red flag. This light shall be visible for at least 150 feet.

254. Pushing or Towing. No vehicles will be pushed or towed aboard NAF Atsugi or NSF Kamiseya by any other vehicle not designed or authorized for that purpose except as follows:

a. When a well-constructed tow bar and safety chain of adequate size and strength is securely attached to both vehicles and the vehicle towing the other vehicle is of sufficient weight to safely accomplish the towing.

b. When using a tow line, provide a distance not longer than 15 feet between the 2 vehicles vice a tow bar and safety chain arrangement. In such cases, the towline must be of sufficient strength to perform the towing without parting, and the driver of each vehicle must be properly licensed to drive the respective vehicle aboard the facility.

c. Two-wheeled vehicles, are specifically prohibited from being towed except when an approved two-wheeled vehicle-towing device is used. Approval of any such device must be obtained from the Safety Officer before use. Further, no person shall ride or sit upon any two-wheeled vehicle being towed.

d. When towing at night, proper lights must be installed on the towed vehicle.

APR 19 2007

e. Towing of vehicles on NAF Atsugi will be restricted to a maximum speed of 25kph.

255. Splash Protection. No person shall operate a motor vehicle having 3 or more wheels, any trailer, semi-trailer, or mobile equipment, unless equipped with fenders, covers or devices, including flaps, to afford protection to the rear of the vehicle.

256. Footwear. No person shall drive or operate a vehicle without proper footwear for the particular vehicle being utilized. For the purpose of this instruction, proper footwear will be at least a shoe that covers the entire foot with a substantial sole and heel. Tennis shoes, good quality sandals, leather shoes, and boots are examples of proper footwear. Shower shoes, flip-flops, clogs, etc., are not acceptable footwear while driving or operating a vehicle. No person shall operate a motor vehicle barefoot.

257. Seat Belts

a. All military personnel and their family members aboard NAF Atsugi shall wear seat belts while operating U.S. Government or privately owned vehicles whenever the vehicle is in motion.

b. All vehicles aboard NAF Atsugi are required to have lap belts for front shear driver and passenger and at least 2 lap belts for back seat passengers. In vehicles equipped with shoulder belts, the shoulder belts will also be used as intended by the manufacture.

c. Every truck, bus, and multi-purpose vehicle aboard NAF Atsugi is required to have a lap belt assembly in the driver's position.

d. Children 4 years of age or younger who do not exceed 45 pounds in weight shall be placed in an approved child safety seat. The safest location for an installed child safety seat is in the center of the rear seat. Do not install child safety seats in the front seat of a vehicle equipped with a passenger side air bag.

e. The driver or operator of any government or private motor vehicle is responsible for informing all passengers of applicable safety belts, child restraint, and personal protective equipment requirements. It is the responsibility of

APR 19 2007

the senior occupant or rider to ensure compliance by all passengers with these requirements. Failure to comply with the above may result in denied entry to NAF Atsugi, the issuance of a traffic citation or disciplinary action as appropriate.

258. Use of Reflective Safety Clothing and Equipment.

Appropriate fluorescent or retro-reflective equipment shall be provided to, and worn by, all personnel who are exposed to traffic hazards in their assigned duties, e.g., road guards, traffic control personnel and roadway maintenance and construction crews.

259. Maximum Passenger Capacity. Vehicles shall not carry more passengers than the seating capacity for the vehicle or the manufactures' suggested passenger limits.

260. Loading and Unloading of Commercial Buses. Buses shall load or unload passengers in designated bus stop areas only.

261. School Buses

a. Whenever a school bus stops to unload passengers who must cross the street or roadway in order to reach their destination, such passengers shall cross the street in front of the bus. The bus shall not move until the passengers desiring to cross have done so. The operator or monitor shall, if necessary, secure the bus, dismount and act as their escort.

b. No person shall exit from an emergency exit except for a genuine emergency or approved safety drill.

APR 19 2007

CHAPTER 3

POLICE TRAFFIC SUPERVISION

Part I: Traffic Violations

301. General. Consistent with the provisions of the UCMJ and Federal code, the traffic court judge will administer actions required for traffic violations. Non-judicial punishment or other disciplinary actions, if required, will be the responsibility of the Commanding Officer of the individual concerned.

302. Rules. Individuals committing traffic violations aboard NAF Atsugi will be issued an Armed Forces Traffic Ticket (DD Form 1408).

a. One copy of the traffic ticket will be sent to the violator's command.

b. In the event the violator is family member, the copy will be forwarded to the sponsor's command.

Part II: Alcohol and Drug Countermeasures

303. Responsibility

a. Operations Division, Security Detachment will establish special patrol during periods when driving while under the influence violations most frequently occur.

b. Training Division, Security Detachment will train law enforcement personnel in special techniques establishing blood-alcohol concentration standards.

c. The Commanding Officer, U.S. Naval Air Facility Atsugi may revoke driving privileges of personnel whose use of alcohol or other drug demonstrably jeopardize their capacity to operate a motor vehicle safely.

304. Random Roadside Inspection. Operations Division, Security Detachment will conduct random roadside inspection of motor vehicle.

a. These inspections will be conducted to ensure proper administrative procedures are being followed in the licensing

APR 19 2007

and registration of both drivers and vehicles. During random roadside inspections, vehicles will be inspected to ensure that they meet installation safety standards and drivers will be observed to determine possible use of alcohol.

b. The Commanding Officer will designate dates, times, and locations where random roadside inspections are to be conducted and criteria for which the vehicles are to be stopped for inspection.

c. Security Detachment law enforcement personnel will conduct all roadside inspections by signaling the vehicles selected for inspection to proceed off of the roadway and to the inspection area. The driver will produce proper documentation, to include I.D. card or gate pass, drivers license and vehicle registration. During the inspection, law enforcement personnel will observe the driver to determine possible drug or alcohol usage. If alcohol or drug are suspected, the driver will be required to perform a field sobriety test (or tests) to determine his/her coordination. Personnel who are unable to pass the field sobriety test will be transported to the Security Detachment Headquarters and processed for suspicion of driving under the influence.

305. Driving While Drinking Indicated (DWDI)/Driving Under Influence (DUI)/Driving While Intoxicated (DWI)

a. Detection, Apprehension, and Testing

(1) Law enforcement personnel normally detect/DUI/DWI violations by seeing unusual, abnormal, or illegal driver behavior. Operation of vehicles exhibiting such behavior will be stopped immediately to determine the cause of the behavior and appropriate enforcement action will be taken.

(2) Observation for impairment should be made of all drivers involved in traffic mishaps investigated by law enforcement personnel. To the extent practicable, behavioral tests should be made on all persons when there are reasonable grounds to believe that the individual was driving while impaired. An Alcoholic Influence Report form will be utilized by law enforcement agencies in examining, interpreting and recording results of each test. Use of photographs, motion pictures, or video tapes to document, for evidence purposes, behavior tests of individuals apprehended for driving under the influence of intoxicants is directed within available resource.

APR 19 2007

b. Training

(1) At minimum, law enforcement personnel will be trained to:

(a) Recognize indications of alcohol or drug impairment, in connection with motor vehicle operation.

(b) Properly execute the Alcohol Influence Report including the performance of and evaluation of appropriate behavioral tests.

(c) Be alert to the possibility that a person who appears to be intoxicated may be physically or mentally ill and in need of prompt medical attention.

(d) Personnel selected as operators of, as well as the techniques of, using chemical breath screening devices.

(2) Personnel selected as operators of chemical breath testing devices must possess

Part III: CHEMICAL TESTING POLICIES AND PROCEDURES

306. General

a. Under the implied consent policy, any person who operates a motor vehicle on a military installation is deemed to have given their consent to a chemical test(s) of his/her blood, breath, or urine for determining the amount of alcohol or drug content if apprehended, cited or stopped for any offense arising out of acts committed while the person was driving or in actual physical control of a motor vehicle.

b. Tests will be conducted as outlined in NAF Atsugi Security Detachment Standard Operating Procedures.

(1) Persons subject to the UCMJ may be forced to submit to any test of his breath or body fluids for judicial or non-judicial actions.

(2) If a person suspected of driving under the influence refuses the request of an installation law enforcement official to submit to a chemical test, the Commanding Officer will be

APR 19 2007

contacted and command authorization for search and seizure will be sought.

(3) Personnel shall also be advised by the apprehending law enforcement official that he does not have the right to have an attorney present before stating whether he will submit to a test, or during the administration of the test.

b. If a chemical breath screening (qualitative) test administered to a person under the provisions of the preceding paragraph indicates that the person's faculties may be impaired by alcohol, the person may be requested by a law enforcement officer, to submit to a further quantitative chemical test of his blood, breath or bodily substance.

(1) Refusal to submit to this test will justify license revocation action. However, no person may be forced to submit to this second test even though he submitted to the screening test. If required warnings under the 5th Amendment are given, the results of the quantitative test may be used as evidence to establish that the person has been operating the vehicle in violation of the UCMJ and or laws of the Government of Japan.

c. A person, lawfully apprehended for any offense allegedly committed while driving or in actual physical control of a motor vehicle under the influence of intoxicants may request to have a chemical test made of his/her blood, breath or urine for determining the alcohol or drug content.

307. Blood Alcohol Concentration Standards

a. As a uniform basis for administrative revocation of driving privileges taking enforcement action against a driver suspected of driving or being in actual physical control of a motor vehicle while under the influence of alcohol, the amount of alcohol in the person's blood at the time alleged as shown by chemical analysis of his/her blood, urine, breath, or other bodily substance shall give rise to the following presumptions:

(1) If there was at the time less than 0.03 percent by weight of alcohol in the person's blood, it shall be presumed that the person was not under the influence of alcohol.

(2) If there was at the time 0.03 percent to less than 0.05 percent by weight of alcohol in the person's blood, it

APR 19 2007

shall be presumed that the person was driving while drinking indicated (DWDI).

(3) If there was at the time 0.05 percent or more but less than 0.08 percent by weight of alcohol in the person's blood, it shall be presumed that the driver was under the influence of alcohol (DUI).

(4) If there was at the time 0.08 percent or more by weight of alcohol in the person's blood, it shall be presumed that the person was driving while intoxicated (DWI).

b. Percent of weight by volume of alcohol in the blood shall be based on grams of alcohol per 100 millimeters of blood.

c. The adoption of the these standards does not preclude the use of other competent evidence on the question of whether or not the person was under the influence of alcohol. These standards in no way change the rules of evidence in judicial and non-judicial proceedings under the UCMJ.

308. Validity of Chemical Testing

a. Results of chemical testing are valid under this regulation when:

(1) Blood, urine, or other bodily substances are tested using generally accepted scientific and medical methods and standards.

(2) Breath tests are performed by qualified personnel using a quantitative chemical breath testing device approved by the Commanding Officer, U.S. Naval Air Facility Atsugi.

(3) A non-portable breath testing device approved by the state or host nation is used.

b. Portable Chemical Breath testing devices will be used during the initial traffic stop as a field sobriety testing technique to determine if further testing is needed.

c. Non-portable evidentiary breath testing devices will be used as follows:

(1) Observe the person for 15 minutes before collecting the breath specimen. During this time the person must not drink

APR 19 2007

alcoholic beverages or other fluids, eat, chew tobacco, or ingest any substance.

(2) Verify calibration and proper operation of the instrument by using a control sample immediately before the test.

(3) Comply with operational procedures in the manufacturer's current instruction manual.

309. Medical Considerations

a. Persons affiliated with hemophilia or a heart condition requiring an anticoagulant shall not be administered a blood test to determine blood alcohol concentration for the purpose of this instruction.

b. If a quantitative Chemical breath test of a subject indicates a blood alcohol concentration of 0.25 percent or above, a second test should be administered after a waiting period of 15 minutes. If the second test indicates a continuing rise, the subject will be immediately referred to the installation medical facility.

c. If a quantitative chemical breath test of a subject indicates a blood alcohol concentration of less than 0.05 percent and there is evidence of strong physical impairment, the individual should be referred to medical for an evaluation and treatment as appropriate.

d. If the subject is taken to the installation medical facility because of either a high or low blood alcohol concentration, the results of the chemical breath test must be provided to the attending physician for diagnostic purpose (a low alcohol level in a person that appears to be highly intoxicated may indicate the influence of another drug or hidden medical condition).

APR 19 2007

CHAPTER 4

TRAFFIC CONTROL

Part I: Policy

401. Policy. In areas off-base and adjacent to NAF Atsugi, the maintenance of law and order rests basically with the civil authorities. The Security Officer is responsible for the maintenance of good order and discipline of U.S. personnel off-base as well as on-base. Since off-installation driving performance is indicative of an individual's driving ability and safety consciousness, violations will result in the application of the traffic point system, whether the individual is cited and convicted by civil authorities or base authorities.

Part II: Compliance with the Government of Japan Laws

402. General. Unites States military and civilian personnel must follow Japanese national and local traffic laws and regulations when operating motor vehicles off-base.

403. Rules. The Security Officer will conduct continuing liaison with civil law enforcement agencies to encourage:

a. Release of U.S. military and civilians in cases of such a nature that would ordinarily warrant detention.

b. Prompt notification of U.S. authorities in all instances when U.S. military or civilian drivers have been involved in traffic mishap or have violated civil traffic laws.

c. Withdrawal of POV license from U.S. military and civilian personnel when requested by the Security Officer in cases when such drivers are considered to constitute a danger to themselves or to others as operators of motor vehicles. In order to implement this policy, when the driving privileges of U.S. military or civilian personnel are suspended or revoked, a copy of each suspension or revocation letter will be forwarded to the local law enforcement agency for appropriate action.

d. Window tints: Based on Vehicle Law #185 of 1951, which applies to all vehicles except tractors, it is illegal to apply color film of less than 70% light transmissivity to the front windshield, drivers side wndow, and front passenger window. This wasincorporated under Article 63-2 (improper maintenance)

APR 19 2007

and Article 62 (failure of maintenance) of the Vehicle Law. These windows are required to have sufficient visibility for safe driving. The determination for compliance shall be made using a light measuring device. Effective date of enforcement was 1 May 1993.

e. Colored license plate covers are illegal under Article 7-6 of the Vehicle Law. Enforced by police agencies in Kanagawa Prefecture. Enforcement is left to the discretion of local police. Fines range from 6,000 to 50,000 Yen for violations.

f. Blinking colored lights are illegal under Article 120-1(9) of the Vehicle Law (Improper maintenance), and 6,000 Yen fine.

g. Multicolored neon lights inside vehicles with the exception of passenger buses is illegal to have cab or interior lights on while vehicle is in motion. This creates a distraction to motorists. Article 3-2 item 5 of Rules of the Road, Traffic Bureau of the National Police Agency.

APR 19 2007

CHAPTER 5

TRAFFIC COURT

501. Installation Traffic Court. Traffic Court will be held for taking proper and uniform administrative action against all persons who violate the traffic code or any other pertinent traffic directive issued by proper authority.

502. Responsibilities

a. Traffic Court Administrator

(1) The Traffic Court Administrator, hereafter referred to as the Traffic Court Judge, will be appointed in writing by the Commanding Officer, U.S. Naval Air Facility Atsugi. The appointment will be for a period not to exceed 2 years.

(2) The Traffic Court Judge will adjudicate all contested traffic citations. In cases of proven guilt, revocation, suspension or the awarding of traffic points will be in accordance with reference (c).

b. Traffic Court Administrative Clerk will:

(1) Assess points for all uncontested traffic citations in accordance with reference (c).

(2) Investigate all contested traffic citation and report findings to the Traffic Court Judge.

(3) Schedule Traffic Court hearings as required for cases involving:

(a) DWDI/DUI/DWI

(b) Improper Insurance (JCI and/or Liability)

(c) "Hit and Run" traffic accidents

(d) Unreported accidents

(e) Contested traffic citations

(f) Invalid/suspended/revoked driver's license

APR 19 2007

(g) Any case the Traffic Court Judge deems necessary for a traffic court appearance.

(4) Prepare/Issue Traffic Court Summons.

(5) Prepare and maintain on file all suspension/revocation driving privileges letters.

(6) Notify, in writing, violators' home of record state drivers' licensing bureau of points accrued and moving violations adjusted at NAF Atsugi Traffic Court.

(7) Update and distribute the suspended/revoked driving privilege list.

(8) Track vehicle disposal for suspended licenses.

(9) Maintain an up-to-date statistical analysis of base traffic violations to include (at a minimum) the type of offense and rank/command of offenders. This data should be update weekly and provided to the safety Officer and Security Officer.

c. Defendants

(1) Upon receipt of a stamped citation or traffic court summons, be present on the specified date, time, and place for Traffic Court.

(2) Bring driver license (USFJ 4/4EJ) and all paper work pertinent to their individual case.

(3) Defendants have the right to appeal the administrative decision by the Traffic Court Judge in writing, to the Commanding Officer within 10 working days of their traffic court appearance.

(4) Defendants have the right to counsel or represented by a third party at traffic court. Representation is at the defendant's expense.

503. Suspension and Revocation

a. For SOFA sponsored personnel attached to NAF Atsugi, NSF Kamiseya, or tenant commands thereof, the privilege of driving a motorized vehicle is subject to administrative suspension or

APR 19 2007

revocation for cause by the Commanding Officer, U.S. Naval Air Facility Atsugi.

b. An additional 2 year administrative revocation will be imposed against personnel apprehended while driving on or off the installation while a suspension or revocation of their driving privileges is in effort. Separate disciplinary or administrative action may be initiated on the basis of the traffic offense in addition to this administrative action.

c. A court hearing will be scheduled for any offense or violation requiring revocation action. If the alleged violator does not appear for a hearing, the Traffic Court Administrator may conduct adjudication and issue points on the defendant's driving record in absentia.

504. Restricted Driving Privileges

a. The installation Traffic Court, when imposing a suspension or revocation of the driving privileges based only on point accumulation, may authorize restricted driving privileges. Under this action, the individual's driving privilege would be suspended or revoked except for those minimum requirements, as specified in writing, for driving to and from employment. Should a severe family hardship be involved, the privilege of operating the family vehicle to and from such facilities as the hospital and commissary may be substituted or added. Individuals detected violating restricted privileges are subject to revocation for an additional 2 years.

b. Instead of a suspension, a driver may be placed on probation. During the probation period, he or she would be allowed to continue driving unless he or she is involved in a chargeable driving mishap or moving violation. Either type of involvement will result in immediate suspension of driving privileges.

505. Administrative Due Process

a. Per reference (c), for offense other than intoxicated driving, suspension or revocation of the installation driving privileges will not become effective until the installation commander or designee notifies the affected person and offers that person an administrative hearing. Suspension or revocation will take place 10 days after the written notice is received unless an application for a hearing is made by the affected

APR 19 2007

person within this period. Such application will stay the pending suspension or revocation for a period of 10 days.

(1) If, due to action by the government, a hearing is not to be held within 10 days, suspension will not take place until such time as the person is granted a hearing and is notified by the base commander or designee.

b. For DWDI/DUI/DWI offenses as outlined in reference (e), reliable evidence readily available will be presented promptly to an individual designated by the installation commander for review and authorization for immediate suspension of installation driving privileges. Operators permits seized under these conditions will be released to the Traffic Safety Manager via the Traffic Court.

506. Reciprocal Government of Japan - U.S. Military Action

a. The military services recognize the primacy of the Government of Japan on matters pertaining to privately owned motor vehicle administration and licensing. In support of these activities and the National Highway Safety Program Standards, the following procedures will be followed at installation command level.

(1) The Security Office will take appropriate action on reports of moving traffic violations, suspensions, or revocations received from civil authorities.

(2) When civil authorities suspend or revoke an individual's driver license, their driving privilege is automatically terminated.

(3) Administrative actions for conviction of moving traffic violations committed off the installation will not normally be less than required for similar offenses committed on the installation. The installation Traffic Court Judge, when notified of civil action, will suspend or revoke the individual's U.S. Government Motor Vehicle Operator's Identification Card (OF 346) and Operator's permit for a Civilian Vehicle (USFJ Form 4/4EJ).

(4) Notification of administrative actions for off-base violations will be made to the violator in writing and are subject to appeal.

APR 19 2007

507. Re-instatement of driving privileges

a. A remedial driver-training program is required for:

(1) Individuals who have been involved in a Navy government motor vehicle (GMV) mishap whether on or off base.

(2) Individuals driving a GMV or POV who have been convicted of serious moving traffic violations (e.g., reckless driving, DUI/DWI, speeding, following too closely, failure to yield, fleeing the scene, etc) or who have an excessive accumulation of traffic points or traffic accidents.

(3) Re-instatement of driving privileges may be withheld beyond expiration of suspension or revocation pending completion of remedial driver training.

b. Satisfactory completion of a command-approved drug/alcohol counseling or rehabilitation program may be required before re-instatement of driving privileges for alcohol-related suspensions or revocations. See reference (j) for more information on these counseling/rehabilitation programs.

APR 19 2007

E-32

ADMINISTRATIVE REMARKS

NAVPERS 1070/613 (REV. 10-81)

SHIP OR STATION: U.S. NAVAL AIR FACILITY ATSUGI

In consideration of being allowed to own and operate a privately owned motor vehicle in Japan as a member of the force as defined by the U.S.-Japan Status of Forces Agreement, I certify and acknowledge the following:

I may operate a privately owned vehicle (POV) only if I possess and produce, on demand by competent military or civilian authority, a valid USFJ Form 4EJ, Japan Operators Permit for Civilian Vehicles, and proof of ownership or written permission to operate the vehicle.

I must possess, maintain and produce, on demand by competent military or civilian authority, proof of insurance including Japanese Compulsory Insurance (JCI) and supplemental insurance in an amount not less than \$300,000 bodily injury and \$30,000 property damage.

I must pay, possess and produce, upon demand of competent military or civilian authority, proof of current annual Japanese Road Tax. Road Tax fees are paid annually.

I must have and must maintain a designated "legal" parking space at my residence in accordance with local Parking Certificate requirements.

Any vehicle registered to me must be properly transferred or deregistered and disposed of (junked) prior to my execution of Permanent Change of Station (PCS) orders or transfer from my command. If I do not properly dispose of a vehicle registered to me, it may be declared abandoned and disposed of by the installation commander or his designee. I acknowledge that I am responsible for any costs associated with such disposal. In accordance with the provisions of DOD 7000.14R (DOD Financial Management Regulation), Volume 7A, Chapter 50, Section 500104, I specifically authorize pay checkage from my pay account to pay for any disposal costs incurred. In addition, I specifically waive any due process rights accorded under Section 500104. I understand that failure to pay disposal costs incurred by the Government will result in an indebtedness to the United States Government.

CNFJINST 5800.9Q is a lawful general regulation and violations of it may result in administrative or disciplinary action under the Uniform Code of Military Justice or civilian personnel regulations.

Signature: _____

Date: _____

Command: _____

Witness Name/Signature/Date

NAME (Last, First, Middle)	SSN	BRANCH AND CLASS

APR 19 2007

**ADMINISTRATIVE REMARKS
CIVILIAN EMPLOYEES**

SHIP OR STATION VEHICLE REGISTRATION OFFICE: **U.S. NAVAL AIR FACILITY ATSUGI**

In consideration of being allowed to own and operate a privately owned motor vehicle in Japan as a member of the force as defined by the U.S.-Japan Status of Forces Agreement, I certify and acknowledge the following:

I may operate a privately owned vehicle (POV) only if I possess and produce, on demand by competent military or civilian authority, a valid USFJ Form 4EJ, Japan Operators Permit for Civilian Vehicles, and proof of ownership or written permission to operate the vehicle.

I must possess, maintain and produce, on demand by competent military or civilian authority, proof of insurance including Japanese Compulsory Insurance (JCI) and supplemental insurance in an amount not less than \$300,000 bodily injury and \$30,000 property damage.

I must pay, possess and produce, upon demand of competent military or civilian authority, proof of current annual Japanese Road Tax. Road Tax fees are paid annually.

I must have and must maintain a designated "legal" parking space at my residence in accordance with local Parking Certificate requirements.

Any vehicle registered to me must be properly transferred or deregistered and disposed of (junked) prior to my execution of Permanent Change of Station (PCS) orders or transfer from my command. If I do not properly dispose of a vehicle registered to me, it may be declared abandoned and disposed of by the installation commander or his designee. I acknowledge that I am responsible for any costs associated with such disposal. In accordance with the provisions of DOD 7000.14R (DOD Financial Management Regulation), Volume 7A, Chapter 8, Section 0802, I voluntarily authorize and consent to withholding from my pay account any disposal costs incurred. In addition, I specifically waive any due process rights accorded under Section 0803. I understand that failure to pay disposal costs incurred by the Government will result in an indebtedness to the United States Government.

CNFJINST 5800.9Q is a lawful general regulation and violations of it may result in administrative or disciplinary action under the Uniform Code of Military Justice or civilian personnel regulations.

Signature: _____

Date: _____

Command: _____

Witness Name/Signature/Date _____

NAME (Last, First, Middle)	SSN	EMPLOYMENT CATEGORY CIV/USCS
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APR 19 2007

VOLUNTARY REPAYMENT AGREEMENT

SHIP OR STATION VEHICLE REGISTRATION OFFICE
U.S. NAVAL AIR FACILITY ATSUGI,

To: Commanding Officer, U.S. Naval Air Facility Atsugi

I, _____, SSN, _____ as
condition to be allowed to own and operate a privately owned
vehicle in Japan as a member of the Force under the US-Japan
Status of Forces Agreement, agree to pay any costs incurred by
the United States Government to dispose of my vehicle:

Year: _____

Make: _____

Model: _____

Color: _____

VIN: _____

which may be declared abandoned by the installation commander.
I agree to repay such indebtedness by a one-time payroll deduction.

Signature: _____

Date: _____

Daytime Phone

Number: _____

Witness Printed Name/Signature/Date

NAME (Last, First, Middle)	SSN	EMPLOYMENT CATEGORY CIV/USCS
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APR 19 2007

ADMINISTRATIVE REMARKS

NAVPERS 1070/613 (REV. 10-81)

S/N 0106-LF-010-6991

E-32

SHIP OR STATION

On this date, member successfully completed motorcycle safety training conducted by a COMNAVSAFECEN recognized instructor ID number _____ The training consisted of the Motorcycle Safety Foundation's Basic Rider Course (BRC) and was 15 hours in duration (core curriculum). The training was conducted at USNAF Atsugi, Japan and hosted by the Safety Office. Certificate of Completion Card Number _____ was issued.

Certified by: _____

Rider Coach Trainer
I.D. No.

ADVICE TO THE MEMBER

INIT.

OPERATING A MOTORCYCLE OR SCOOTER IS AN INHERENTLY HIGH RISK ACTIVITY AND AS SUCH I WILL ABIDE BY ALL REGULATIONS AS OUTLINED IN OPNAVINST 5100.12G

I FULLY UNDERSTAND THAT PERSONAL PROTECTIVE EQUIPMENT (PPE) IS MANDATORY AND MUST BE WORN WHILE OPERATING OR RIDING ON A MOTORCYCLE REGARDLESS OF LOCATION OR DUTY STATUS. PPE REQUIREMENTS ARE: A PROPERLY FASTENED PROTECTIVE HELMET THAT MEETS U.S. DEPARTMENT OF TRANSPORTATION (DOT) STANDARD OR HOST NATION EQUIVALENT STANDARDS; PROPERLY WORN IMPACT OR SHATTER-PROOF GOGGLES OR FULL-FACE SHIELD PROPERLY ATTACHED TO THE HELMET; PROPERLY WORN LONG-SLEEVED SHIRT OR JACKET, LONG LEGGED TROUSERS AND FULL FINGERED GLOVES OR MITTENS DESIGNED FOR USE ON A MOTORCYCLE; STURDY OVER-THE-ANKLE FOOTWEAR; BRIGHTLY COLORED OUTER UPPER GARMENT DURING THE DAY AND AREFLECTIVE UPPER GARMENT DURING THE NIGHT. THE OUTER UPPER GARMENT MUST BE CLEARLY VISIBLE.

I FULLY UNDERSTAND THAT OPERATING A MOTORCYCLE OR SCOOTER IS A PERSONAL CHOICE AND I AM PERSONALLY ACCOUNTABLE FOR MY ACTIONS, SUCH AS RECKLESS DRIVING OR THE ABSENCE OF PPE. I UNDERSTAND THAT OPNAVINST 5100.12G IS A LAWFUL GENERAL ORDER AND VIOLATIONS OF IT ARE SUBJECT TO POTENTIAL DISCIPLINARY ACTION UNDER ARTICLE 92 OF THE UCMJ. ADDITIONALLY, VIOLATIONS OF OPNAVINST 5100.12G MAY BE CONSIDERED IN MAKING LINE OF DUTY/MISCONDUCT DETERMINATIONS FOR INJURIES RECEIVED ON OR OFF BASE.

Signature: _____

NAME (Last, First, Middle)	SSN	BRANCH AND CLASS USN

APR 19 2007

**Traffic Point System - Section 1
Mandatory Revocation/Suspension Assessments**
(Ref: OPNAVINST 11200.5C/MCO 5110.1C - Chapter 5)
See Notes (1) and (2)

<p>Assessment 1: Two-year revocation is mandatory on determination of facts by the installation commander</p>	<p>Violation: Driving while driver's license or installation driving privileges are under suspension or revocation.</p>
<p>Assessment 2: One-year revocation is mandatory on determination of facts by the installation commander.</p>	<p>Violation: Refusal to submit to or failure to complete chemical tests (implied consent).</p>
<p>Assessment 3: One-year revocation is mandatory upon conviction or determination of the facts by the installation commander.</p>	<p>Violation: Manslaughter (or negligent homicide by vehicle) resulting from the operation of a motor vehicle. Driving a vehicle in the commission of a felony. Fleeing the scene of an accident involving death or personal injury (hit and run). Perjury or making a false statement; or affidavit under oath to responsible officials relating to the ownership or operation of motor vehicles. Unauthorized use of a motor vehicle belonging to another when the act does not amount to a felony.</p>
<p>Assessment 4: Two year revocation is mandatory upon conviction or determination of the facts by the installation commander, in accordance with the provisions of the Japanese Traffic Law.</p>	<p>Violation: Driving or being in actual physical control of a motor vehicle while under the influence of any narcotic or drug, or while intoxicated with a BAC of 0.08 percent or more (DWI).</p>
<p>Assessment 5: Not less than six months to not more than one year suspension is mandatory upon conviction or determination of the facts by the installation commander.</p>	<p>Violation: Driving or being in actual physical control of a motor vehicle while under the influence of alcohol with a BAC of 0.05 percent and less than 0.08 percent (DUI). Mental or physical impairment (not including alcohol or other drug use) to the degree rendered incompetent to drive. Commission of an offense in another State which, if committed on the installation, would be grounds for suspension or revocation. Permitting an unlawful or fraudulent use of an official driver's license. Conviction of fleeing, or attempting to elude, a police officer. Conviction of racing on the highway.</p>
<p>Assessment 6: Loss of OF-46 (SF 346) indefinitely is mandatory.</p>	<p>Violation: Receiving a second 1-year suspension within 3 years/</p>
<p>Assessment 7: Sixty-day suspension upon conviction or determination of the facts by the installation commander, in accordance with the Japanese Road Traffic Law.</p>	<p>Violation: Driving or being in actual physical control of a motor vehicle while under the influence of alcohol with a BAC of 0.03 percent and less than 0.05 percent (DWDI).</p>

APR 19 2007

Point Assessment for Moving Traffic Violations - Section 2

Violations	Point Assessed
Reckless driving (willful and wanton disregard for the safety of persons or property).	6
Owner knowingly and willfully permitting a physically impaired person to operate the owner's motor vehicle	6
Fleeing the scene (hit and run) - property damage only	6
Driving vehicle while impaired (BAC more than 0.05 percent and less than 0.08 percent).	6
Speed contests	6
Speed too fast for condition	2
Speed too slow for traffic conditions, and/or impeding the flow of traffic, causing potential safety hazard	2
Over 15 but not more than 20 miles per hour above posted speed limit	5
Over 20 miles per hour above posted speed limit	6
Following too close	4
Failure to stop for school bus or school-crossing signals	4
Failure to obey traffic signals or traffic instructions of an enforcement officer or traffic warded; or any official regulatory traffic sign or device requiring a full stop or yield of right of way; denying entry; or requiring direction of traffic	4
Improper passing	4
Failure to yield (no official sign involved)	4
Improper turning movements (no official sign involved)	4
Wearing of headphones/earphones while driving motor vehicles (two or more wheels)	3
Failure to wear an approved helmet and/or reflectorized vest while operating or riding on a motorcycle, MOPED, or a three or four-wheel vehicle powered by a motorcycle-like engine.	3
Improper overtaking	3
Other moving violations (involving driver behavior only)	3
Operating an unsafe vehicle (see note 2)	2
Driver involved in accident is deemed responsible (only added to points assessed for specific offenses)	1

Notes:

1. When imposing a suspension or revocation because of an off-installation offense, the effective date should be the same as the date of the civil conviction, or the date that State or host-nation driving privileges are suspended or revoked. This effective date can be retroactive.

2. No points are assessed for revocation or suspension actions. Except for implied consent violators, revocations must be based on a conviction by a civil court or courts-martial, non-judicial punishment under Article 15, UCMJ, or a separate hearing as addressed in this regulation. If revocation for implied consent is combined with another revocation, such as 2 years for driving while intoxicated, revocation may run consecutively or concurrently at the discretion of the installation commander. The installation commander's policy should be applied systematically and not on a case-by-case basis.

3. When two or more violations are committed on a single occasion, the points assessed will be for the offense having the greater value.