



UNITED STATES MARINE CORPS  
MARINE CORPS AIR STATION  
PSC BOX 8003  
CHERRY POINT, NORTH CAROLINA 28533-0003

AirStaO P5560.3D  
PMO  
22 JUL 2002

AIR STATION ORDER P5560.3D w/ch 1,2,3,4,5,6

From: Commanding General, Marine Corps Air Station, Cherry Point  
To: Distribution List

Subj: MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

Ref: (a) OPNAVINST 5560.10B (NOTAL)  
(b) MCO 5110.1C  
(c) MCO 5100.19E  
(d) MCO P5300.12  
(e) Motor Vehicle Laws of the State of North Carolina (NOTAL)  
(f) Assimilative Crimes Act (Title 18 U.S.C. 13) (NOTAL)  
(g) MCM, 1998, Military Rule of Evidence 315  
(h) Interim Department of defense Antiterrorism/Force  
Protection Construction Standards  
(i) ASO 1740.1 Personal Commercial Solicitation  
(j) ASO 5500.14 Documentation Required to Request Access

Encl: (1) LOCATOR SHEET

1. Purpose. To promulgate the motor vehicle and traffic regulations, and traffic hearing procedures for MCAS, Cherry Point. Penalties for violation of the standards and rules of conduct set forth by this Manual include the full range of statutory and regulatory sanctions for military personnel and civilians. This Manual is a regulatory general order and all provisions herein apply to all DoD personnel without further implementation. A violation of these provisions, and the laws and regulations enforced by these provisions, is punishable in accordance with the Uniform Code of Military Justice (UCMJ) for military personnel and is the basis for appropriate disciplinary action and criminal prosecution with respect to civilian employees.

2. Cancellation. AirStaO P5560.3C.

3. Information. Reference (a) establishes standard, simplified procedures and forms for registering and marking privately or commercially owned motor vehicles of military and civilian personnel, or of individual and corporate members of the public for such vehicles to be operated on board installations of the Department of the Navy. References (b) and (c) establish policy, responsibility, and procedures for the Marine Corps Traffic Safety Program for

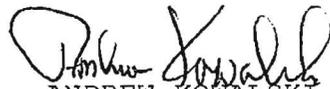
22 JUL 2002

military personnel. Reference (d) sets forth the Marine Corps Policy on Substance Abuse as it pertains to driving motor vehicles. The rules of the road contained herein, and violations and penalties are based on references (e) and (f), and apply to all personnel operating a vehicle aboard MCAS, Cherry Point. Reference (g) establishes policy and procedures for the execution of searches and seizures, to include entry and exit points. Reference (h) establishes construction standards and requirements to ensure force protection is considered in military construction and major renovation projects. Reference (i) established requirements and procedures to obtain personal commercial solicitation access to MCAS Cherry Point. Reference (j) established requirements for contractors and commercial employees to provide documentation to receive access to MCAS Cherry Point.

4. Action. All military personnel, MCAS family members, and civilians operating motor vehicles within the limits of MCAS, MCOLF Atlantic, MCALF Bogue, and MCOLF Oak Grove to include such adjacent government housing areas as Fort Macon Village, Slocum Village and Hancock Village, will comply with the contents of this Manual. As used in these regulations "Station" or "Reservation" is the general term used to describe all real estate within the geographical limits of this Manual, the area known as MCAS Cherry Point and over which the CG exercises either exclusive, concurrent, or proprietary jurisdiction. The Provost Marshal will enforce the regulations contained herein and forward reports of violations as appropriate.

5. Summary of Revision. This Manual contains major changes and should be reviewed in its entirety.

6. Certification. Reviewed and approved this date.

  
ANDREW KOWALSKI  
Chief of Staff

DISTRIBUTION: A plus PMO (5)



**UNITED STATES MARINE CORPS**  
MARINE CORPS AIR STATION  
PSC BOX 8003  
CHERRY POINT, NORTH CAROLINA 28533-0003

AirStaO P5560.3D Ch 1  
PMO

JUL 21 2003

AIR STATION ORDER P5560.3D CH 1

From: Commanding General, Marine Corp Air Station, Cherry Point  
To: Distribution List

Subj: MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

Ref: (a) MCO 5100.19E  
(b) MARADMIN 225/03

1. Purpose. To direct pen changes to the basic Manual.

2. Action

a. Chapter 1, para 1203.1., add new sub-para (i) "On all installations, vehicles will be operated with headlights turned on during periods of precipitation and other reduced visibility conditions, whether or not it is required by state or national law".

b. Chapter 4, para 4002, add new para 2. "Individuals will not jog, run or walk on roadways during high traffic density and peak traffic periods. When jogging on roadways not defined above, personnel should jog in patrolled areas and wear light colored clothing. During periods of reduced visibility and before morning colors and after evening colors, personnel shall wear retro-reflective clothing, vest or belt when conducting physical training or exercising on or near roadways".

c. Chapter 4, para 4002.2 change para 2. to read "3." and re-number remaining para's accordingly.

d. Appendix L, Violation Code 067, change to read as follows:

"Failure to use or improper use of  
vehicle restraining devices  
(seatbelts or shoulder harness).

First Offense

Suspension, 7 days mandatory and  
attendance of Saturday 4-hour  
remedial driver class.

AirStaO P5560.3D

JUL 21 2003

Second Offense

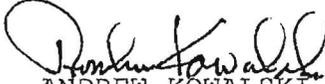
Suspension, 30 days mandatory.

Third Offense

Suspension, 6 months mandatory".

3. Summary of Changes. To clarify requirements concerning the use of headlights during precipitation and the wearing of reflective clothing. These changes establish standardized minimum penalties for failure to wear seatbelts on the Air Station.

4. Filing Instructions. File this Change transmittal immediately following the signature page of the basic Manual.

  
ANDREW KOWALSKI  
Chief of Staff

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**UNITED STATES MARINE CORPS**  
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**CHERRY POINT, NORTH CAROLINA 28533-0003**

ASO P5560.3D Ch 2  
 PMO  
**MAY 16 2004**

AIR STATION ORDER P5560.3D Ch 2

From: Commanding General, Marine Corps Air Station Cherry Point  
 To: Distribution List

Subj: MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

- Ref: (a) ASO 3715.1 Page 3 Section 8 Paragraph d.  
 (b) OPNAVINST 5560.10B (NOTAL)  
 (c) MCO 5110.1C  
 (d) MCO 5100.19E  
 (e) MCO P5300.12  
 (f) Motor Vehicle Laws of the State of North Carolina (NOTAL)  
 (g) Assimilative Crimes Act (Title 18 U.S.C. 13) (NOTAL)  
 (h) MCM, 1988, Military Rule of Evidence 315  
 (i) Interim Department of defense Antiterrorism/Force Protection Construction Standards  
 (j) ASO 1740.1 Personal Commercial Solicitation  
 (k) ASO 5500.14 Documentation Required to Request Access

Encl: (1) New page inserts to ASO P5560.1D

1. Purpose. To transmit new page inserts and direct pen changes to the basic Manual.

2. Action

a. Remove page 1-18 of the basic Manual and replace with pages 1-18 and 1-19 contained in the enclosure.

b. Make the following pen changes to Appendix L, page L-5:

NO.	VIOLATION	POINTS	SUSPENSION/REVOCAION
046	Failure to properly inspect for and/or remove FOD from vehicle.		Suspension 30 Days Minimum 1 Year Maximum

AirStaO P5560.3D Ch 2  
MAY 16 2004

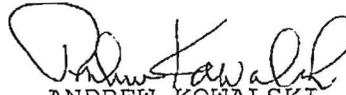
CODE			
<u>NO.</u>	<u>VIOLATION</u>	<u>POINTS</u>	<u>SUSPENSION/REVOCATION</u>
047	Operator failing drive over FOD shaker		Suspension 30 Days Minimum, 1 Year Maximum

3. Summary of Changes

a. Changes to Chapter 1, section 2, subchapter 1206, paragraph 5 expounds on clarification of Foreign Object Debris (FOD) prevention.

b. Change to Violation Codes to include "046" and "047" which were not previously listed.

4. Filing Instructions. File this Change transmittal immediately behind the signature page of the basic Manual.

  
ANDREW KOWALSKI  
Chief of Staff

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UNITED STATES MARINE CORPS  
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AirStaO P5560.3D Ch 3  
PMO  
28 JUN 2004

AIR STATION ORDER P5560.3D CH 3

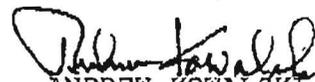
From: Commanding General, Marine Corp Air Station, Cherry Point  
To: Distribution List

Subj: MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

Ref: (a) ABO 5560.1B

Encl: (1) New page inserts to ASO P5560.3D

1. Purpose. To transmit new page inserts to the basic Manual.
2. Action. Remove Appendix L of the basic Manual and replace with corresponding pages contained in the enclosure.
3. Summary of Changes. Updates Traffic court Penalties for 15 MPH and Reckless Driving.
4. Filing Instructions. File this Change transmittal immediately behind the signature page of the basic Manual.

  
ANDREW KOWALSKI  
Chief of Staff

DISTRIBUTION: A

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX L

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
001	Manslaughter (or negligent homicide by vehicle) resulting from the operation of a motor vehicle.	Revocation, 1 year mandatory
002	Driving while Impaired (DWI), to include but not limited to driving with a BAC or .08 or more.	Revocation, 1 year mandatory. Revocation for an additional 2 years for each subsequent DWI within a 5-year period.
003	Guilty of any non-drug related offense punishable under the UCMJ by death or confinement in excess of one year, wherein a vehicle was used in the commission of a felony.	Revocation, 1 year mandatory
004	Fleeing the scene of an accident (hit and run) involving death or personal injury.	Revocation, 1 year mandatory
005	Perjury or false statement under oath to responsible officials or under law relating to the ownership or operation of motor vehicle.	Revocation, 1 year mandatory
006	Unauthorized use of a motor vehicle belonging to another, which act does not amount to a felony.	Revocation, 1 year mandatory
007	Operating a vehicle while under suspension/revocation of driving privileges or in violation of current/limited restrictive driving privileges.	Revocation, 2 year mandatory
008	Possession, sale, use, introduction, or distribution of narcotics, marijuana, dangerous drugs, or controlled substances.	Revocation, 1 year mandatory
009	Refusal to submit to chemical test (implied consent).	Revocation, 1 year mandatory

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
010	Incompetent to drive a motor vehicle (mental or physical impairment).	Suspension for a period of 6 months or less or revocation for a period not to exceed 1 year is discretionary.
011	Committed an offense off-station, which would be grounds for suspension/revocation on station.	Suspension for a period of 6 months or less or revocation for a period not to exceed 1 year is discretionary.
012	Permitted an unlawful or fraudulent use of an official driver's license.	Suspension for a period of 6 months or less or revocation for a period not to exceed 1 year is discretionary.
013	Fleeing or attempting to elude a military police vehicle.	Suspension for a period of 6 months or less or revocation for a period not to exceed 1 year is discretionary.
014	Conviction for racing on the highway.	Suspension for a period of 6 months or less or revocation for a period not to exceed 1 year is discretionary.
015	Reckless driving (willful) and wanton disregard for the safety of persons or property.	Suspension, 90 days mandatory. Suspension, more than 90 days for repeat offenders (period in excess of 90 days at discretion of Traffic Court Officer).
016	Owner knowingly and willfully permitting another to operate a vehicle when physically impaired.	6 points
017	Fleeing the scene of an accident (hit and run) involving damage to property of another.	6 points
018	Speed contests.	6 points
019	Speeding 1 - 10.9mph above the posted speed limit.	3 points
020	Speeding 11 - 14.9mph or more above the posted speed limit.	4 points
021	Speeding 15mph or above the posted speed limit.	Suspension, 90 days mandatory. Suspension, more than 90 days for repeat offenders (period in excess of 90 days at discretion of Traffic Court Officer).
022	(Intentionally left blank)	
023	Speed too fast for conditions.	2 points

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
024	Operation below the minimum limits, or at such a slow speed as to impede the normal and reasonable movements of traffic, unless required.	2 points
025	Following too closely.	4 points
026	Failure to yield the right of way to an emergency vehicle giving an audible or visual warning.	4 points
027	Passing a stopped school bus either with special signals flashing or in the act of discharging or getting ready to discharge or admit passengers.	6 points
028	Failure to obey traffic signs of signals or instructions of traffic control officers or road guards.	4 points
029	Improper passing or improper lane usage (to include crossing solid yellow lines and passing troops in formation without express permission).	4 points
030	Failure to yield right of way (no official signs involved).	4 points
031	Improper tuning (no official signs involved).	3 points
032	Driver involved in accident deemed responsible (will only be added after the Traffic Court Judge has deemed a driver responsible for a traffic accident).	1 point
033	Allowing a revoked or suspended person to operate your motor vehicle.	Suspension, 6 month discretionary.
034	Failure to comply with Traffic Court Requirements.	Indefinite suspension (may be dismissed by Traffic Court Judge when problem is corrected).

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
035	Fraudulent application for, use of, or alteration of state tags, station decal or pass.	Suspension, 6 months discretionary.
036	Driving without a valid driver's license/no driver's license in possession (if proof of valid license shown within 72 hours, charge may be dismissed).	Suspension, 6 months discretionary.
037	Habitual violation of traffic laws or regulations (3 moving violations within 12 months; accumulation of 12 points in a 12 month period, accumulation of 18 points in a 24 month period).	Suspension, 6 months discretionary.
038	Allowing an unlicensed person to operate a vehicle, or allowing a person under the age of 16 to operate a moped.	Suspension, 6 months discretionary.
039	(Intentionally left blank)	
040	(Intentionally left blank)	
041	(Intentionally left blank)	
042	Illegal U-turn (posted sign present).	4 points
043	Operating a motor vehicle on a sidewalk, seeded area, or unauthorized area.	3 points
044	Operating a vehicle so loaded or crowded with passengers or property, or both, as to obstruct the operator's view or restrict or impair the proper operation of the vehicle.	3 points
045	Failure to make a safe movement.	3 points
046	Failure to properly inspect for and /or remove FOD from vehicle.	Suspension, 30 days minimum, 1 year maximum.
047	Operator failing to drive over FOD shaker.	Suspension, 30 days minimum, 1 year maximum.
048	(Intentionally left blank)	
049	Improper towing a vehicle	3 points

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
050	Operating loaded vehicle without material properly secured (materials failing form loaded vehicle).	3 points
051	Failure to signal or giving improper signal.	3 points
052	(Intentionally left blank)	
053	Owner allowing the operation of a POV, other than by a licensed family member, without providing the operator with express <u>written permission</u> to operate the vehicle.	Suspension, 30 days discretionary.
054	Operating a vehicle owned by another, except a licensed family member of the owner, without possession of the owner's express <u>written permission</u> to operate that vehicle.	Suspension, 30 days discretionary.
055	(Intentionally left blank)	
056	Open alcoholic beverage container in the vehicle.	Suspension, 2 months discretionary.
057	Prohibited equipment (each violation). First offense Second offense Third offense	1 <sup>st</sup> - Warning 2 <sup>nd</sup> - Suspension, 15 days 3 <sup>rd</sup> - Suspension, 90 days
058	Failure to comply with Air Station vehicle requirements (non-moving violations).	Suspension, 30 days discretionary.
059	Throwing litter from a vehicle.	Suspension, 3 months discretionary.
060	Failure to use lights as required.	3 points
061	(Intentionally left blank)	
062	(Intentionally left blank)	
063	(Intentionally left blank)	
064	Blocking traffic.	3 points

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
065	Failure to use child restraint devices. First offense Second offense Third offense	1 <sup>st</sup> - 3 points 2 <sup>nd</sup> - Suspension, 1 month mandatory. 3 <sup>rd</sup> - Suspension, 6 months mandatory.
066	Failure to keep right	3 points
067	Failure to use or improper use of safety devices (seatbelts or shoulder harness). First offense Second offense Third offense	1 <sup>st</sup> -Suspension, 7 days mandatory and attendance of 4-hour remedial driver class. 2 <sup>nd</sup> - Suspension, 30 days mandatory. 3 <sup>rd</sup> - Suspension, 6 months mandatory.
068	Driving left of center.	3 points
069	Failure to give way to overtaking vehicle.	3 points
070	(Intentionally left blank)	
071	Failure to maintain insurance First offense Second offense Third offense	1 <sup>st</sup> - Suspension, 30 days discretionary. 2 <sup>nd</sup> - Suspension, 6 month discretionary. 3 <sup>rd</sup> - Revocation, 1 year discretionary.
072	Leaving vehicle unsecured (failure to put transmission in park or gear and set parking brake).	3 points
073	Illegal parking First offense Second offense Third offense	1 <sup>st</sup> - Warning 2 <sup>nd</sup> - Suspension, 15 days discretionary. 3 <sup>rd</sup> - Suspension, 30 days discretionary.
074	Other moving violations not listed.	3 points
075	Violation of state registration.	Suspension, 30 days discretionary.
076	Child left unattended in vehicle (under 10 years or under 12 years if younger children present).	Suspension, 30 days discretionary.
077	Defective equipment (each violation). First offense Second offense Third offense	1 <sup>st</sup> - Warning 2 <sup>nd</sup> - Suspension, 15 days discretionary. 3 <sup>rd</sup> - Suspension, 30 days discretionary.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
078	Picking up or discharging passengers on roadway.	3 points
079	Vehicle repairs (non-emergency) on roadways, streets, parking lots/spaces.	Suspension, 15 days discretionary.
080	Failure to report the involvement in a traffic accident regardless of the amount of damage(s).	Suspension, 30 days discretionary.
081	(Intentionally left blank)	
082	(Intentionally left blank)	
083	(Intentionally left blank)	
084	Violation of Air Station Registration Provisions.	Suspension, 15 days discretionary.
085	Use of subterfuge to gain selective parking in carpool program.	Suspension, 30 days discretionary.
086	(Intentionally left blank)	
087	(Intentionally left blank)	
088	(Intentionally left blank)	
089	Motorcycles riding two or more abreast in the same lane.	3 points
090	Violation of mandatory motorcycle Protective clothing and safety equipment requirements.	3 points
091	(Intentionally left blank)	
092	Knowingly violating any motorcycle equipment regulation of this order.	Suspension, 30 days discretionary.
093	(Intentionally left blank)	
094	(Intentionally left blank)	
095	(Intentionally left blank)	
096	(Intentionally left blank)	
097	(Intentionally left blank)	
098	(Intentionally left blank)	
099	Driving a motor vehicle while under the influence of any other drug (including alcohol) to the degree rendered incapable of safe vehicle.	Revocation, 1 year mandatory. Revocation for an additional 2 year for each subsequent offense within a 5-year period.
100	(Intentionally left blank)	

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
101	Driving after consuming alcohol while under the age of 21.	Revocation, 1 year mandatory. Revocation, until the age of 21 (if longer than 1 year) discretionary.
102	(Intentionally left blank)	
103	Stopping in an intersection causing traffic to be obstructed.	4 points
104	Violation of a "One Way" sign.	4 points
105	Excessive noise originating from within a motor vehicle First offense Second offense Third offense	3 points 4 points 5 points
106	Unauthorized use of a radar detection device.	3 points
107	Failure to display valid state safety inspection certification.	Suspension, 30 days discretionary.
108	Operating a vehicle while wearing headphones. First offense Second offense Third offense	3 points 4 points 5 points



UNITED STATES MARINE CORPS

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PSC BOX 8003

CHERRY POINT, NORTH CAROLINA 28533-0003

AirStaO P5560.3D Ch 4

PMO

3 NOV 2005

AIR STATION ORDER P5560.3D CH 4

From: Commanding General, Marine Corp Air Station Cherry Point  
To: Distribution List

Subj: MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

Ref: (a) MCO 5100.19E  
(b) MCO P1020.34G CH 5 of 4 Mar 2005

Encl: (1) Changes to pages 3-11 through 3-15

1. Situation. This order requires changes to become fully compliant with the references.

2. Mission. Remove pages 3-11 through 3-15 of Chapter 3 and replace with the revised pages contained in the enclosure.

3. Execution

a. Commander's Intent. To ensure the basic Order complies with the references.

b. Summary of Changes

(1) Paragraph 3116 was rewritten to require crossing at intersections and crosswalks only. Additionally, pedestrian or troop formations are prohibited from crossing Roosevelt Boulevard at 7<sup>th</sup> Avenue during hours of darkness.

(2) Paragraph 3118 was rewritten to require wearing of a bright yellow, international orange or lime green upper garment with reflective properties at all times. Additionally, the order now fully complies with the references by requiring the wearing of long sleeve shirts and authorizing the wear of PPE while riding a motorcycle in uniform.

4. Administration and Logistics. File this Change transmittal immediately behind the signature page of the basic Order.

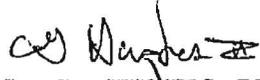
AirStaO P5560.3D Ch 4

3 NOV 2005

5. Command and Signal

a. Command. This Air Station Order Change is applicable to all of Marine Corps Air Station Cherry Point.

b. Signal. This Change is effective the date signed.

  
C. G. HUGHES II  
Chief of Staff

DISTRIBUTION: A

3116. PEDESTRIANS AND TROOP FORMATIONS

1. Pedestrians. Military Police will enforce portions of the traffic code of the State of North Carolina and this Manual that apply to pedestrians and formations. In addition, all pedestrians will:

a. Cross roads at intersections or crosswalks only. Do not cross Roosevelt Blvd at 7<sup>th</sup> Avenue during hours of darkness.

b. Walk on the left side of the road facing oncoming traffic in the absence of sidewalks.

c. Comply with orders or directions of Military Police or traffic control persons.

d. Not enter any crosswalk or roadway when vehicle traffic is so close that it constitutes an immediate hazard to pedestrians or vehicles.

e. Not stand on the roadway to solicit a ride in any vehicle. This includes authorized pickup stations.

2. Troop Formations. Personnel in charge of troop formations will ensure they:

a. Travel as close as possible to the right edge of the roadway except when turning left and ensure persons accompanying the formation, such as unit leaders, are not in the traffic lane.

b. Don't halt the formation at an intersection where it will block traffic or otherwise cause a hazard.

c. Cross roads at intersections or crosswalks only. Post road guards at crossroads and intersections. Do not cross Roosevelt Blvd at J Street or 7<sup>th</sup> Avenue during hours of darkness. Road guards must wear reflective vests/belts/wrist bands at all times from colors to colors.

d. Comply with all directions of Military Police or other traffic control persons.

e. Maintain as closed a formation as possible. To minimize traffic delays while crossing roadways, form stragglers into another formation.

3117

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

f. Cross roadways using the most expedient means in order to clear the roadway as quickly as possible (such as flanking movement if in columns).

g. Use only authorized government emergency vehicles for escorting/trailing formations.

3117. ERRATIC OPERATION. Any person observed operating a motor vehicle in an unusual, abnormal, or illegal manner shall be stopped by Military Police to determine the cause of the behavior and/or to take appropriate enforcement action.

3118. MOTORCYCLE TRAFFIC RULES. Motorcycle operators, in addition to obeying general traffic regulations as delineated in this section, will observe these special rules:

1. Personal Protective Equipment (PPE) and Clothing Requirements. Every person operating or riding on a motorcycle aboard the Air Station will wear the following PPE and clothing. Military personnel operating or riding on a motorcycle on or off base shall wear this PPE/clothing. The PPE and riding apparel described below are authorized to be worn with uniforms per reference (b) but must be removed immediately upon getting off the motorcycle. The following PPE and clothing requirements shall be strictly enforced on and off the installation:

a. All operators and passengers shall wear a properly fastened (under the chin) helmet that meets the Snell Memorial Foundation, the American National Standards Institute (ANSI) or Department of Transportation (DOT) safety standards.

b. All motorcycle operators and passengers will wear suitable eye protection that meets or exceeds the ANSI Code. Suitable eye protection is defined as goggles with a neck or head strap, or full-face shield attached to the helmet. A windshield, fairing, spectacles, or sunglasses are not considered suitable eye protection.

c. All motorcycle operators and passengers shall wear full-fingered gloves, full-length trousers and long-sleeved shirts/jackets while the motorcycle is in motion.

d. All motorcycle operators and passengers must wear a reflective upper garment of bright yellow, international orange or

lime green color at all times. Reflective upper garments may be comprised of all reflective material or of other materials with at least two permanently affixed 1 1/2" to 2" wide vertical or horizontal reflective strips visible on the front and back. Strips must be sewn on or iron-on material. Tape/Velcro is not considered permanent.

e. A mesh/fabric vest that is bright yellow, international orange or lime green with at least two 1 1/2" to 2" wide vertical or horizontal reflective strips visible on the front and back shall be worn if the upper garment does not meet the above requirements.

f. The upper garment/vest must not be covered or concealed, such as by a backpack.

g. All operators and passengers shall wear leather shoes/boots with heels (leather tennis/athletic shoes are not authorized). Standard substitutes for leather shoes such as "corophrams" are considered acceptable. Tennis shoes, sandals, shower shoes, etc. are not considered adequate foot protection and shall not be worn while the motorcycle is in motion.

## 2. Motorcycle Safety Course Requirements

a. Each person who operates a motorcycle on board the Air Station shall pass a Motorcycle Safety Foundation course or a locally developed written and practical (operating skills) examination designed especially for motorcycle operation and administered by the Training Support Department. (Appendixes E through G).

b. All persons who operate motorcycles shall have in their possession at all times while operating/driving a motorcycle, a license issued to them specifically for motorcycle operation, and a motorcycle safety course completion card.

## 3. Operation of Motorcycle

a. A motorcycle will be operated aboard the Air Station only by its registered owner or the registered owner's family member. The family member must meet the criteria set forth in paragraph 2103.8 of this Manual.

b. Motorcycles will be parked in spaces specifically marked for them whenever possible. A positive locking device (front fork lock

or spoke chain) must be used whenever the motorcycle is left unattended.

c. Motorcycles will not be parked inside any MCAS building, with the exception of the Exchange Service Station and Hobby Shop Garage.

d. All motorcycles, motor scooters and mopeds shall have a rearview mirror attached to each side of the handlebars. Each mirror must provide the operator with a clear, undistorted and unobstructed view of at least 200 feet to the rear of the vehicle.

e. All motorcycles shall be provided with adequate footrests designed for this purpose and properly attached to the motorcycle. Blocks of wood, screwdrivers, etc. are not authorized for use as footrests.

f. All motorcycles shall have their headlights on while in operation in order to increase visibility to other motorists.

g. All motorcycles shall be inspected at the time of their initial registration and at each re-registration thereafter per MCO 5110.1C. Motorcycle state safety inspection policies will be enforced in accordance with the registering state requirements.

h. Motorcycle operation will be confined to improved road surfaces and designated parking areas. Trail riding, hill climbing, "hare and hound" racing, and related activities are expressly prohibited.

4. Unsafe Practices. The following unsafe practices are forbidden:

- a. Sidesaddle riding by passengers.
- b. Riding between lanes of moving traffic.
- c. Riding between a lane of traffic and parked cars.
- d. Passing another vehicle in the same lane.
- e. Use of the same traffic lane with more than one motorcycle abreast.
- f. Carrying more than one passenger.
- g. Passing other motor vehicles on the right where prohibited.

h. Exhibitions of speed, breaking traction, or "popping wheelies" while operating the motorcycle.

i. Sitting passengers in front of the operator of the motorcycle.

j. Attaching an operator or rider or the motorcycle to any other vehicle on the roadway while in operation.

5. Off-Road Vehicle Operation. There are no authorized areas for the operation of mini-bikes, dirt bikes, ATV's or other off-road, non-licensed vehicles aboard the Air Station.

#### 3119. TOWING AND PUSHING VEHICLES

1. No more than one vehicle will be towed by another vehicle.

2. Tow bars shall be used when towing vehicles. Towlines or chains shall not be used.

3. No vehicle shall be towed or drawn at a speed in excess of 25 mph or the posted speed limit whichever is lower.

4. No vehicle shall be pushed by another vehicle.

#### 3120. OPERATION OF EMERGENCY VEHICLES

1. Drivers of emergency vehicles will:

a. Avoid the unnecessary use of sirens or signal lights.

b. Obey established speed regulations, except that Military Police and other emergency vehicles may exceed the established speed regulations, per their established policy, if the situation warrants (i.e. in pursuit of law violators, when answering an emergency alarm, or as directed by the watch commander).

c. Obey all traffic laws, except in an emergency they may:

(1) Park or stand in any location.



UNITED STATES MARINE CORPS  
MARINE CORPS AIR STATION  
PSC BOX 8003  
CHERRY POINT, NC 28533-0003

AirStaO P5560.3D Ch 5  
PMO  
12 Jul 06

AIR STATION ORDER P5560.3D CH 5

From: Commanding General, Marine Corp Air Station, Cherry Point  
To: Distribution List

Subj: MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

Ref: (a) CG MCI East Policy letter 006-06

Encl: (1) Change pages 3-12 and 3-13

1. Situation. This order requires changes to comply with the referenced policy letter and reflect current equipment standards.

2. Mission. Remove pages 3-12 and 3-13, replace with the enclosure and make pen and ink change to Appendix (F) paragraph 2.a.(5).

3. Execution

a. Commander's Intent. To ensure the basic order complies with the reference and reflects modern motorcycle equipment standards.

b. Summary of Changes

(1) Paragraph 3118 was rewritten requiring motorcycle operators and riders to wear a long-sleeved shirt/jacket and reflective vest.

(2) Appendix (F) paragraph 2.a.(5). Place a period after the word "damaged." and strike the words "~~and no portion of the bars may extend more than 15 inches above the seat.~~"

4. Administration and Logistics. File this Change transmittal immediately behind the signature page of the basic Order.

5. Command and Signal

a. Command. This Air Station Order Change is applicable to all personnel assigned to Marine Corps Air Station Cherry Point and tenant commands.

b. Signal. This Change is effective the date signed.

D. L. BULAND  
Chief of Staff

\*DISTRIBUTION: A

f. Cross roadways using the most expedient means in order to clear the roadway as quickly as possible (such as flanking movement if in columns).

g. Use only authorized government emergency vehicles for escorting/trailing formations.

3117. ERRATIC OPERATION. Any person observed operating a motor vehicle in an unusual, abnormal, or illegal manner shall be stopped by Military Police to determine the cause of the behavior and/or to take appropriate enforcement action.

3118. MOTORCYCLE TRAFFIC RULES. Motorcycle operators, in addition to obeying general traffic regulations as delineated in this section, will observe these special rules:

1. Personal Protective Equipment (PPE) and Clothing Requirements. Every person operating or riding on a motorcycle aboard the Air Station will wear the following PPE and clothing. Military personnel operating or riding on a motorcycle on or off base shall wear this PPE/clothing. The PPE and riding apparel described below are authorized to be worn with uniforms but must be removed immediately upon getting off the motorcycle. The following PPE and clothing requirements shall be strictly enforced on and off the installation:

a. All operators and passengers shall wear a properly fastened (under the chin) helmet that meets the Snell Memorial Foundation, the American National Standards Institute (ANSI) or the Department of Transportation (DOT) safety standards.

b. All motorcycle operators and passengers will wear suitable eye protection that meets or exceeds the ANSI Code. Suitable eye protection is defined as goggles or full-face shield attached to the helmet. A windshield, fairing, spectacles, or sunglasses are not considered suitable eye protection.

c. All motorcycle operators and passengers shall wear full-fingered gloves, full-length trousers, long-sleeved shirts/jackets while the motorcycle is in motion.

d. All motorcycle operators and passengers must wear a bright yellow, international orange or lime green reflective vest as the outer most upper garment at all times. Reflective vests may be

comprised of all reflective material or of other materials with at least two permanently affixed 1 1/2" to 2" wide vertical or horizontal reflective strips visible on the front and back. Strips must be sewn on or iron-on material. Tape/Velcro is not considered permanent.

e. The vest should not be covered. If a backpack is worn it shall have a reflective belt (such as a running belt) attached and visible from the rear.

f. All operators and passengers shall wear leather shoes with a hard sole and heel. Boots are recommended. Leather tennis/athletic shoes are not authorized. Standard substitutes for leather shoes such as "corophrams" are considered acceptable. Tennis shoes, sandals, shower shoes, etc. are not considered adequate foot protection and shall not be worn while the motorcycle is in motion.

## 2. Motorcycle Safety Course Requirements

a. Each person who operates a motorcycle on board the Air Station shall pass a Motorcycle Safety Foundation course or a locally developed written and practical (operating skills) examination designed especially for motorcycle operation and administered by the Training Support Department. (Appendixes E through G).

b. All persons who operate motorcycles shall have in their possession at all times while operating/driving a motorcycle, a license issued to them specifically for motorcycle operation, and a motorcycle safety course completion card.

## 3. Operation of Motorcycle

a. A motorcycle will be operated aboard the Air Station only by its registered owner or the registered owner's family member. The family member must meet the criteria set forth in paragraph 2103.8 of this Manual.

b. Motorcycles will be parked in spaces specifically marked for them whenever possible. A positive locking device (front fork lock



**UNITED STATES MARINE CORPS**  
MARINE CORPS AIR STATION  
POSTAL SERVICE CENTER BOX 8003  
CHERRY POINT, NORTH CAROLINA 28533-0003

ASO P5560.3D Ch 6  
SES  
16 DEC 2010

AIR STATION ORDER P5560.3 Ch 6

From: Commanding Officer, Marine Corps Air Station, Cherry Point  
To: Distribution List

Subj: MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

1. Situation. To direct a pen change to the basic Order.
2. Execution. Chapter 4, paragraph 4002.2, change "During periods of reduced visibility and before morning colors and after evening colors, personnel shall wear retro-reflective clothing, vest or belt when conducting physical training or exercising on or near roadways", to read "During periods of reduced visibility and before morning colors and after evening colors, personnel shall wear a retro-reflective vest or belt when conducting physical training or exercising outdoors".
3. Administration and Logistics. File this Change transmittal directly behind the signature page of the basic Order.

A handwritten signature in black ink, appearing to read "Robert D. Clinton".

ROBERT D. CLINTON  
Executive Officer

DISTRIBUTION: A

AirStaO P5560.3D

22 JUL 2002

LOCATOR SHEET

Subj: MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

Location: \_\_\_\_\_  
(Indicate the location(s) of copy(ies) of this Manual.)

ENCLOSURE (1)

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

RECORD OF CHANGES

Log completed change action as indicated.

Change Number	Date of Change	Date Entered	Signature of Person Incorporated Change

# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

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MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

CHAPTER 1

RESPONSIBILITIES, DEFINITIONS AND POLICIES

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# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

## CHAPTER 1

### RESPONSIBILITIES, DEFINITIONS AND POLICIES

#### SECTION 1: RESPONSIBILITIES AND DEFINITIONS

##### 1100. RESPONSIBILITIES

1. General. The regulations set forth herein govern the registration and operation of all vehicular traffic on MCAS Cherry Point and the Federal government owned and/or controlled lands under the jurisdiction of the CG, MCAS Cherry Point, to include government housing areas in Slocum Village, Hancock Village, Fort Macon Village and the outlying areas of MCOLF Atlantic, MCALF Bogue, and MCOLF Oak Grove.

2. Enforcement. The Station Provost Marshal is delegated the authority to enforce these regulations. It is the duty and responsibility of all officers and noncommissioned officers to set personal examples by their safe driving habits and to report all violations of driving procedures which are observed. Furthermore, family members and civilians have the right to report unsafe driving habits to the military police. Violations should be reported to the military police and should include the state and number of the vehicle license and description of the car as well as the time and location of the offense. Military policemen are the agents through whom the CG exercises police power in the control of vehicles operated upon this Air Station. Accordingly, military policemen are authorized to stop any vehicle or person at any location on this Air Station upon competent orders or upon reasonable belief that a criminal or traffic offense has been or is about to be committed. No person shall willfully fail or refuse to comply with any lawful order or direction of a military policeman invested by regulations with law enforcement authority.

##### 1101. DEFINITIONS

1. Abuse. The use of alcohol, drug, or other substance to the extent that it has an adverse effect on the user's health, personal or professional behavior, family, community, or the naval service.

2. Air Station. All areas under the command and control of the CG, MCAS Cherry Point, to include government housing areas in Slocum Village, Hancock Village, Fort Macon Village, MCOLF Atlantic, MCALF Bogue, and Military Park Area.

a. Exclusive Jurisdiction. Sole jurisdiction for a given area and exercise executive (law enforcement), legislative (CG), and judicial (JLC) authority. MCAS Cherry Point to include Hancock Village Housing Area, MCOLF Atlantic and MCALF Bogue are exclusive jurisdiction.

b. Concurrent Jurisdiction. Dual jurisdiction where perhaps military exercises authority, but State jurisdiction also applicable. Normally military police handles active duty military personnel and civilians law enforcement personnel handles civilians.

c. Proprietary Jurisdiction. Where government has rights of ownership, but State retains jurisdiction also. Military mainly interested in landowner matters: government property and military personnel. Slocum Village Housing Area, Fort Macon Village Housing Area and Military Park Area are proprietarial jurisdiction.

3. Alcoholic Beverages. Any beverage which contains alcohol.

4. Blood Alcohol Concentration (BAC) Standards. As a uniform basis for administrative revocation of driving privileges and/or taking enforcement action, the amount of alcohol in a driver's blood as indicated by chemical analysis.

5. Chemical Breath Test Device. An instrument using photoelectric or other physical or chemical means to quantitatively determine blood alcohol concentration.

6. Conviction. A final adjudication that may include one or more of the following:

a. Pleas of nolo contendere accepted by a court.

b. Pleas of guilty or finding of guilty (or tantamount to a finding of guilty) on any charge of violating State, Federal, or Foreign Criminal Law; or the UCMJ.

7. Driver. Any person who drives or is in physical control of a motor vehicle. A driver is in physical control when in position to

control the motor vehicle, whether to regulate or restrain its operation or movement. For example, sitting in a parked car behind the steering wheel, keeping it in restraint or in a position to control its movement. The word "driver" is interchangeable with the word "operator."

8. Driver's License. A license to operate a motor vehicle issued or recognized under the laws of North Carolina.

9. Driving Privilege. The privilege extended by an installation commander to a person permitting the operation of a motor vehicle within the limits of the installation.

10. Driving While Impaired/Refusal. Any driver who is administered a chemical or blood alcohol test which reveals a BAC of .08 or above, or who refuses a chemical or blood alcohol test.

11. Driving While Impaired/Refusal, Off-Station. Any person stationed aboard the Air Station who is administered a chemical or blood alcohol test which reveals a BAC of .08 or above, or who refuses a chemical or blood alcohol test while off-station, will report to the Provost Marshal's Office for processing immediately upon returning to the Station. Upon being processed by the Provost Marshal's Office, that person's Station driving privileges will be temporally suspended until that person appears before the MCAS, Cherry Point Station Traffic Court.

12. Drug Use Incident. Irresponsible drug use or wrongful use of a substance occurs when, the preponderance of the evidence establishes that the Marine used, abused, possessed, manufactured, or trafficked a controlled substance, substance, chemical, and/or a prescribed or over-the-counter drug or pharmaceutical compound.

13. Emergency Vehicle. Fire, military police, ambulance and such other vehicles as may be designated by the CG.

14. Hitchhiking. Soliciting by words or gestures, transportation from passing motor vehicles not commercially engaged in the carrying of passengers for hire, except while at an authorized share a ride station.

15. Illegal/Illicit Drugs. Drugs prohibited by law or lawful drugs when obtained or used without proper authority, to include the abuse of otherwise legal drugs.

16. Implied Consent. Persons accepting MCAS Cherry Point driving privileges shall be deemed to have given their consent to evidential tests for alcohol or other drug content of their blood, breath, and/or urine if lawfully stopped, apprehended, or cited for any offense allegedly committed while driving or in physical control of a motor vehicle on U.S. military property while suspected to be under the influence of intoxicants. The person has a right to refuse to be tested. The test results, or the fact of the person's refusal, will be admissible in evidence at trial on the offense charged. Refusal to take any required test or tests will result in an immediate revocation of the person's driving privileges for at least 12 months. Upon being processed by the Provost Marshals Office the person's Station driving privileges will be temporarily suspended until that person appears before the MCAS, Cherry Point Station Traffic Court.

17. Juvenile. Any person who has not reached their 18th birthday and is not a member of the U.S. Armed Forces.

18. Minor Vehicle Accident. An occurrence involving the operation or movement of a vehicle in which there is no personal injury and which results in damage to any property totaling less than \$500.

19. Moped. Any two wheel or three wheel device having operative capability by:

a. Human propulsion power (or no pedals if powered solely by electrical energy).

b. An automatic transmission.

c. A motor that produces less than two gross brake horsepower, and:

(1) Propels the device at a maximum speed of no more than 30 miles per hour on level ground.

(2) Has a maximum engine size of 50 cubic centimeters.

20. Motorcycle. Every motor vehicle that has a seat or saddle for use of the rider and is designed to travel on not more than three wheels in contact with the ground. Tractors and mopeds are excluded.

21. Motor Vehicle. Any vehicle driven or drawn by mechanical power and manufactured primarily for use on public streets, roads, and highways. (Vehicles operated only on a rail or rails are excluded).

22. Moving Violation. A violation of any traffic law, ordinance, or regulation while operating a vehicle. Moving violations typically involve one or both of the following:

a. Unsafe Act. An act or omission in traffic that is hazardous.

b. Unsafe Condition. Causing or permitting an illegal and possibly hazardous condition of:

(1) Highways, roads, or streets used by traffic.

(2) Vehicles used in traffic.

(3) A pedestrian or driver in traffic.

23. Non-moving Violation. A violation of any traffic law, ordinance, or regulation affecting vehicle or users' safety upon the street or highway but not promulgated primarily with the object of making their use safe.

24. Person. Every person, firm, co-partnership, association, company, corporation or other legal entity.

25. Point System. An administrative aid to evaluate driver performance by assessing weighted point values for moving traffic violations. Appendix L shows assessments under the point system as extracted from MCO 5110.1C, chapter 6.

26. Possession. The exercise of actual physical custody and control over a controlled substance. Possession may be established by the fact that the substance was found on the premises or in a place over which a person exercises control.

27. Privately Owned Vehicles (POV's). POV's are those vehicles, which belong to individuals, firms, associations, companies, corporations, co-partnership or any other legal entity. Vehicles belonging to U.S. Government agencies are not privately owned.

28. Reciprocity. Reciprocal action between state and military authority to suspend or revoke an individual's government operator's permit or state driver's license based upon action initiated by either jurisdiction. For instance, if arrested for DUI off Station, the operator's On-Station driving privileges will be revoked for at least 1 year.

29. Reckless Driving. Operation of a vehicle with culpable disregard of foreseeable consequences to others; operation of a vehicle in a heedless manner actually or immediately dangerous to the occupants or to the rights and safety of others. Speed alone may not be used to determine this violation.

30. Revocation of Driver's License. The termination by formal action of state authority of a person's license or privilege to operate a motor vehicle on a public highway, which termination shall not be subject to renewal or restoration except that application may be presented and acted on by the state after the expiration of the applicable period of time prescribed by state law. Such action disqualifies the individual from operating a privately owned motor vehicle on a military installation since he is no longer "licensed" to drive.

31. Revocation of Driving Privileges. Action taken by an installation commander to terminate a privilege to operate a motor vehicle on a military installation. This action is normally levied by the Traffic Court Hearing Officer and may be for a period of up to 24 months.

32. School Bus. Any motor vehicle used for the organized transportation of school children bearing markings indicating the purpose for which used.

33. State. One of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Territory of Guam or a Province of Canada.

34. Suspension of Driver's License. Termination by state authority of a person's license or privilege to operate a motor vehicle on the public highways. The license may not be renewed until after the expiration of the suspension period. A suspended state driver's license disqualifies the individual from operating a privately owned motor vehicle on a military installation since the individual is no longer licensed to drive.

35. Suspension of Driving Privileges. The temporary withdrawal by an installation commander of a person's privilege to operate a motor vehicle on a military installation for up to 12 months. Privileges normally are restored on the day after the date the suspension ends, provided the individual files proper paperwork at the Pass and Identification Office of PMO.

36. Termination of Registration. Action taken pursuant to this Manual to remove an installation decal or pass.

37. Trafficking. The wrongful distribution (includes sale or transfer) of a controlled substance, and/or the wrongful possession or introduction into a military unit, base, station, ship, or aircraft of a controlled substance with the intent to distribute.

38. Vehicle. Every device in, upon, or by which any person or property may be transported or drawn upon a highway, excepting devices moved by human power or used exclusively upon fixed rails or tracks; provided, that for the purposes of this definition, bicycles shall be deemed vehicles and every operator of a bicycle upon a highway shall be subject to the provisions of these regulations applicable to the driver of a vehicle.

39. Vehicle Accident. An occurrence involving the operation or movement of a vehicle which results in death or injury or damage to any property.

# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

## CHAPTER 1

### RESPONSIBILITIES, DEFINITIONS AND POLICIES

#### SECTION 2: POLICIES

##### 1200. GENERAL

1. Local Law Enforced. Operation of government and privately owned motor vehicles on this Station is regulated by the Traffic Code of the State of North Carolina, except as modified or stated herein. Traffic enforcement is the responsibility of military police.
2. Operating Vehicles. The privilege to drive on this Station is contingent upon operating any vehicle in a safe, lawful, and prudent manner.

##### 1201. TRAFFIC CITATIONS

1. Types. Armed Forces Traffic Tickets (DD Form 1408), and U.S. District Court Violation Notices (DD Form 1805) for referral to a U.S. Magistrate (See chapter 8).
2. Moving Violations. Only military police are authorized to issue traffic citations for moving violations committed aboard this Station. However, any person, military or civilian, observing an offense can report it to military police. The time, date, exact location of the violation, vehicle license number, make, model, and color are required. The person reporting the violation will be required to make a sworn written statement and may be required to appear in court.
3. Parking Violations. Commanding Officers/Department heads may report parking violators to military police by phone. The call will include the time, date, location, and type of violation; station decal number or type of pass; vehicle color, body type, make, year, state license number, and name of owner or operator if known. The Station Inspector and Unit Traffic Safety Monitors may also issue parking tickets.
4. Warning Tickets. Warning tickets may be issued for minor violations. If an individual receives more than one warning ticket

in a 30-day period or more than two in a 6-month period, the Provost Marshal may direct that the most recent one be reissued as a DD Form 1408 requiring a court appearance.

#### 1202. COMMAND PARKING ENFORCEMENT MONITORS

1. Selectees/Nominees. Commanding Officers will submit written nominations to the Provost Marshal. The number of personnel selected for a particular unit will be based upon its size and composition, but will generally not be more than two per unit.

2. Appointments. Selected nominees will be issued a letter of authorization from the Provost Marshal. They will then be trained in current traffic regulations and citation writing procedures. DD Form 1408's are the unit's responsibility and can be purchased by the unit at Serv-Mart.

#### 3. Specific Duties

a. Cite or warn motor vehicle operators who violate parking regulations within their command's area of responsibility.

b. Submit the white copies of each citation promptly to the PMO Traffic Court Clerk at the Pass and ID office, bldg 251.

c. Serve the violator with a copy of the citation. If the violator refuses to accept or sign the citation, note that fact in the remarks section of the citation. If a copy of the citation cannot be delivered to the violator, send all copies to the PMO Traffic Court Clerk.

#### 1203. RULES OF THE ROAD

##### 1. Motor Vehicle Operations

a. Driving a vehicle carelessly and heedlessly in willful or wanton disregard for the rights or safety of others, or at a speed or in a manner so as to endanger any person or property is prohibited.

b. Vehicle operators shall drive only on designated roads and parking areas and shall not drive or park on sidewalks, lawns, or seeded areas except when authorized by proper authority or necessitated by an emergency.

c. It is unlawful for any person to engage in, or to aid or abet by whatever means, any motor vehicle speed contest or exhibition of speed on this Station.

d. All drivers, traveling in either direction, will bring their vehicles to a complete stop when approaching a school bus that is loading or discharging passengers. Vehicles will remain stopped until the bus is again in motion.

e. All drivers will immediately drive to the side of the road and come to a complete stop when signaled by military police using flashing blue lights, siren, or hand signals.

f. Every occupant in any vehicle (government or privately owned) operated aboard the Station will wear a safety belt at all times while the vehicle is in motion. Children less than 4 years old or 45 pounds in weight must be properly restrained in a DOT approved child passenger restraint system. The number of passengers in any vehicle may not exceed the number of properly installed safety belts. Transporting any person in the bed of a pickup truck, which is not equipped with safety belts, is prohibited. Violators may be denied access to the Station.

g. Operators of motor vehicles will not play car stereos, radios, tape players, or compact disc players loud enough to be heard 30 feet away.

h. Operators of motor vehicles will not wear portable earphones, headsets, or other devices, which are not designed primarily for communications or to protect against hearing loss. (i) "On all installations, vehicles will be operated with headlights turned on during periods of precipitation and other reduced visibility conditions, whether or not it is required by state or national law".  
a. when two vehicles approach or enter an intersection or junction at approximately the same time, the driver of the vehicle on the left will yield the right-of-way to the vehicle on the right, unless the vehicle on the right is required to stop or yield the right-of-way by a sign.

b. The driver of a vehicle entering a through road from a driveway or parking lot exit shall yield the right-of-way to all approaching vehicles.

c. All drivers shall yield the right-of-way to emergency vehicles (ambulance, military police, crash crew, fire, or EOD vehicles) exhibiting a flashing red or blue light or sounding a siren. When an emergency vehicle approaches, other drivers will immediately drive to a position as near as possible and parallel to the right edge or curb clear of intersections and will stop and remain stopped until the emergency vehicle passes unless otherwise directed by military police.

d. Pedestrians have the right-of-way at all times on walkways and in crosswalks, except when emergency vehicles are approaching. Pedestrians and troop formations should remain off the roadway where possible.

### 3. Speed Restrictions

a. Drivers shall not operate a vehicle at a greater speed than is reasonably prudent based upon the conditions present. Regardless of conditions, the posted speed limit will not be exceeded.

b. Drivers shall not operate a motor vehicle at such a slow speed as to impede the normal and reasonable flow of traffic, except when reduced speed is prudent based upon conditions present.

c. Drivers shall not follow another vehicle more closely than is reasonable for the safety of others based upon the speed of other vehicles and conditions present.

d. Drivers shall exercise due caution when approaching and passing troop formations. Speed shall not exceed 15 mph.

e. Except as otherwise posted, the maximum speed aboard the Station is 25 mph. The maximum speed in any parking area is 10 mph.

f. Emergency vehicles responding to emergency situations may exceed posted speed limits per unit directives. Drivers shall maintain control of their vehicle at all times, exercising due regard for all personnel and property.

### 4. Parking and Unattended Vehicles

a. Vehicles shall be parked so as to permit free access to, and unobstructed exit of other parked vehicles.

b. Parking is not authorized:

- (1) Within 15 feet of any fire hydrant or fire hose outlet.
- (2) Within 15 feet of any stop sign or intersection.
- (3) Within 50 feet of any building, except in designated parking spaces.
- (4) Within 80 feet of any troop billeting and primary gathering structures.
- (5) In front of any driveway or loading zone.
- (6) On any roadway so as to obstruct traffic or traffic control signs.
- (7) On any lawn or seeded area except as authorized by competent authority or in case of emergency.
- (8) Within 100 feet of any vehicle accident or emergency.
- (9) In any reserved parking space. Violators parking in spaces assigned to the CG's, will have their driving privileges suspended for 30 days upon their first offense, 6 months upon their second offense, and permanently upon their third offense. Military sponsors are responsible for their dependents and guests.
- (10) In a posted no parking zone.
- (11) Along a red curb which designates a no parking zone.

c. Vehicles shall be parked in designated parking areas when available or where designated by appropriate authority.

d. Before leaving any vehicle, the driver will stop the engine, lock the ignition, remove the ignition key from the vehicle, set the parking brake, and turn the front wheels to the curb or side of the road.

e. Any vehicle which becomes inoperative shall be moved clear of the roadway. If a disabled vehicle cannot be moved clear of the roadway, parking lights or emergency flashers will be left on during

darkness and other means available, such as flares or reflectors, will be used to warn other traffic. In all cases, disabled vehicles shall be reported immediately to the military police, who may have them removed from the roadway at the owner's expense if required for safety.

f. Privately owned vehicles will not be parked within any motor pool where government owned vehicles are parked, stored or repaired.

g. No child under 10 years of age will be left in a parked vehicle without proper supervision. No vehicle will be left occupied solely by a person who cannot readily exit in the event of an emergency.

#### 1204. DRIVING WHILE IMPAIRED (DWI)

1. Presumptive Limit. The State of North Carolina and this Station consider a .08 percent blood alcohol level as presumptive evidence (no other evidence is required) of impairment of driving skills. No quantitative limits are set on other drugs.

2. Implied Consent. Any person granted the privilege to operate a motor vehicle on this Air Station and within the state of North Carolina is deemed to have given consent (implied consent) to a chemical test of blood, urine or breath to determine the alcoholic content of blood or the presence of other drugs. If an individual is cited or lawfully apprehended for any offense allegedly committed while in actual physical control of a motor vehicle while under the influence, a blood, urine or breath test will be administered incident to the apprehension.

3. Procedures. Military police suspecting that a vehicle operator is under the influence of alcohol or another drug from observing the person's driving or other behavior, from odor, from presence of alcoholic beverages in the vehicle other than in the unopened manufacturer's original container in the passenger area or carried by the operator, from vehicle accidents that have occurred, from reports of other persons or from any other reasonable means will complete (Appendix A) and perform the following:

a. Detention. After stopping a vehicle or deciding that an operator may have been driving under the influence (DUI) of alcohol or other drug, military police will detain the operator. The driver

may be searched, or moved to a better location before further investigation. The driver will not be allowed to drive again until it has been determined that there no longer exists any influence of alcohol or other drug or that there is insufficient evidence to warrant further action.

b. Field Sobriety Testing. The driver's vehicle will be secured by military police or by the driver. Military police will administer a standardized field sobriety test as directed by the Provost Marshal. If there is insufficient evidence of impairment when taken with other evidence of the influence of alcohol (as determined by military police), the driver will be released.

c. Apprehension. If evidence of impairment of driving ability is sufficient, military personnel will be placed under military apprehension and civilian personnel will be informed that they are being detained. The driver may be searched and may be restrained with handcuffs or other measures as necessary to prevent escape or injury.

d. Testing. The driver will be offered the opportunity to submit to a chemical blood, urine or breath test to determine the level of blood alcohol and/or presence of drugs. The driver will be informed of the North Carolina and this Station's Implied Consent Law and the consequences of refusal to submit to a test, which includes revocation of their privilege to operate a motor vehicle aboard the Station for 1 year. The driver will indicate in writing their choice or a refusal to submit to a test (Appendix A).

e. Suspension. Once a positive test for BAC or presence of other drugs has been completed and the driver has been charged with DUI of alcohol/drugs or DWI impaired, the month/year number tabs will be removed from the driver's DoD decal or their visitor's or temporary pass will be confiscated. Additionally, the driver will receive a temporary letter of suspension documenting the revocation of their Station driving privileges.

f. Refusal. Military police will warn the driver that failure to complete such a chemical test will result in revocation of the privilege to operate a motor vehicle on Station for one year. If the suspect continues to refuse to complete the required test, the expiration tabs will be removed from the driver's DoD decal or their

visitor's/temporary pass will be confiscated. Additionally, the driver will receive a letter documenting the revocation of Station driving privileges.

g. Driving by Person Less Than 21 Years Old After Consuming Alcohol or Drugs. No person under the age of 21 years of age will purchase or consume any amount of alcohol while in control of a motor vehicle.

#### 1205. ILLEGAL/ILLCIT DRUGS

1. A "drug-related incident", "drug use", or "wrongful use" of a substance occurs when, the preponderance of the evidence establishes that the individual used, abused, possessed, manufactured, or trafficked a controlled substance, substance (e.g., fungi), chemicals (e.g., chemicals wrongfully used as inhalants), and/or a prescribed or over-the-counter drug or pharmaceutical compound. All incidents of confirmed illegal/illicit drug use require mandatory revocation of driving privileges. The individual will report to the PMO Traffic Court Clerk with a copy of the message from the drug lab and will be scheduled for the next traffic court date. Additionally, they will receive a temporary letter of suspension of station driving privileges. The Traffic Court Judge shall issue the revocation.

2. Those individuals, who have voluntarily sought assistance and have no prior drug related incidents that are diagnosed as drug dependent and complete treatment may request driving privileges without restriction or limitation.

#### 1206. TRAFFIC IN AIRFIELD OPERATIONS AREA

1. Pedestrians/Bicycles. Pedestrians and joggers are prohibited on any runway crossing or any runways, taxiways, or aircraft parking aprons.

2. Vehicles. Vehicles other than government vehicles conducting operational tasks are prohibited on runways and taxiways. The aircraft parking areas are restricted to line-maintenance vehicles and vehicles required for flight operations. Vehicles, which require access to the runway or taxiway, must obtain clearance from Airfield Operations and be escorted by a vehicle that has communications with

the tower. All vehicles, except yellow emergency vehicles, which need to proceed onto the runways or taxiways, will display a checkered red and white flag provided by Airfield Operations and will avoid running over runway or taxiway lights. Taxiing or towed aircraft will always be granted the right of way. Strict attention and adherence to the traffic control devices is required.

3. Emergency Vehicles. Emergency vehicles will cross the runway only under emergency situations. In no case will such vehicles cross the runway or disregard traffic control devices without clearance from the control tower.

4. Speed Limit. The speed limit in the airfield operations area is 10 miles per hour, except for designated emergency response vehicles responding to bona fide emergencies.

5. Foreign Object Debris (FOD) Prevention. Operators of vehicles entering an airfield operations area must ensure that their vehicles are free of FOD.

a. Where an entrance to an airfield operations area is equipped with FOD shakers, all vehicles entering the flight line must drive over them. Exceptions are bicycles, mopeds, motorcycles, forklifts, mules, Garrison Support Equipment (GSE), and other vehicles specifically designated by the CG. Failure to do so will result in suspension of driving privileges for a minimum of thirty days.

b. Where an entrance to an airfield operations area is not equipped with a FOD shaker, operators of motor vehicles will check vehicle tires and remove any stones and other debris that may be stuck in the treads prior to entering the airfield operations area.

c. Drivers will secure all loose items in pickup truck beds. Vehicles caked with dried mud will be washed prior to entering any airfield operations area.

d. Drivers who depart an airfield operations area at any time or location within the airfield and return will check their tires again prior to proceeding back onto the airfield operations area.

e. Failure to properly inspect for, remove, or otherwise secure FOD will result in the operators driving privileges being assessed four points.

1207. BICYCLE REGISTRATIONS/SECURITY

1. Registration. All bicycles should be registered with PMO.
2. Security. Due to the mobility and value of bicycles, the reporting of lost, missing, found or unsecured bicycles is essential to prompt recovery. Lost or missing bicycles should be reported promptly to military police. Reports should fully describe the bicycle, including model and serial number. Reports for found bicycles should fully describe the bicycle, including model and serial number. Found bicycles should be reported to the military police. To deter theft, all bicycles should be secured with a bicycle lock while not in use.

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# MOTOR VEHICLE TRAFFIC ENTRY REGULATIONS

## CHAPTER 2

### VEHICLE REGISTRATION AND ENTRY REGULATIONS

#### SECTION 1: VEHICLE REGISTRATION AND VEHICLE PASSES

##### 2100. POLICY

1. Motor vehicles, which are owned by a person who resides, performs duty, is employed on or frequently uses the facilities of the Air Station, will be registered in accordance with this Manual at this installation.
2. Vehicles designed exclusively for construction and materials handling, such as bulldozers, which are solely off the traffic way, are not required to be registered.
3. Temporary passes may be issued to authorized persons, military or civilian, who may have temporary requirements for access to the Air Station or who are awaiting completion of requirements for permanent registration aboard the Station. The Pass and ID Office will issue temporary vehicle passes.
4. Valid DoD decals issued by other military installations will be honored; however, the driver may be checked to verify correct identification.
5. All permanent military personnel/civilian employees will register their vehicle within 30 days upon reporting aboard MCAS Cherry Point, at the Pass and ID Office.

##### 2101. PROCEDURES

1. Application for registration will be made in person, with the vehicle to be registered, at the Pass and ID Office.
2. Installation registration may be renewed in those instances where the service member (sponsor) is transferred to an overseas area and the spouse or other family members continue to reside in the geographic area contiguous to the installation.

2102. REGISTRATION DECALS

1. Applicability. Standard DoD decals are intended only for general station access control. They do not serve as personal identification or for other purposes such as parking or admittance to security or limited access areas.

2. Significance of Colors. Installation tabs will be affixed below the DoD decal with the following color designations: blue background with white letters will be issued to active duty and retired commissioned and warrant officers or their spouses or widows; red background with white letters will be issued to active duty and retired enlisted personnel and their spouses or widows; green background with white letters will be issued to civilian employees; and white background with black letters will be issued to contractors and their employees.

3. Modified Decals. Modified decals with white background with black letters (MCAS Cherry Point or MCABE) and number tabs will be issued to contractors, commercial service employees and personnel with Business Permits who have been authorized a vehicle pass. Civil Service retirees will be issued decals with green background and black letters (MCAS Cherry Point or MCABE) and number tabs. All retirees must have a letter from Marine Corps Community Services (MCCS) indicating they have current membership with the club system or golf course.

4. Multiple Registration. Civilian employees of the Air Station may register an unlimited number of privately owned vehicles. The civilian employee must be operating, or in the vehicle when it is brought aboard the Air Station. Civilian employees may not allow their dependents to operate their vehicles aboard the Air Station without the sponsor (civilian employee) present. If the civilian employee fails to follow these policies, their privilege of possessing multiple registrations will be revoked.

5. Agents. Should a military member require corrective registration action while deployed or TAD, the spouse, a parent, an adult dependent, or squadron commander is authorized to act for the principal in correcting registration matters.

## 6. Placement of Decals

a. Automobiles and Pickup Trucks. MCAS permanent decals will normally be placed in the top center of the windshield, except when the windshield wiper operates in the intended area or if the decal cannot be placed in the center because of the vehicles height, then the decal shall be placed in the lower driver's side corner of the windshield.

b. Motorcycles. MCAS permanent and temporary decals will be placed on the left fork, adjacent to the state inspection sticker. The decal may be slit to allow application to irregularly shaped areas. The decal may be placed on the top of the front fender if the fork does not have sufficient area. It is recommended that a permanent mounted metal plate be affixed to the front of the motorcycle and the decal will be placed on it.

c. Special Status Sticker. The Provost Marshal will provide special designation for "spouse only" or other special cases when considered appropriate. This sticker will be placed adjacent to the permanent decal.

d. Park Only Passes. Park only passes may be issued only to active duty personnel assigned to MCAS Cherry Point and are to be given only if insurance is up-to-date. Only one "park only pass" will be given.

7. Effective Period. Registration decals will be issued to active duty military personnel for four years or the duration of their current enlistment, whichever is earliest. Registration decals issued to retirees and civilian personnel employed on the Air Station will be effective for a period of four years. Registration for all other persons will be for one year or less as required.

8. Surrender. All registration decals remain the property of DoD. They must be removed and surrendered to the Provost Marshal's Office upon the expiration date or earlier termination of authorization. Authorization automatically expires upon discharge or release from active duty from the military service; upon sale or transfer of title; or upon any other disposal of the vehicle. Any decal or pass, which has been altered, modified, defaced, or damaged, will be surrendered to the Pass and Identification Office immediately. A new decal will not be issued to the member, who has disposed of a previously registered vehicle, unless they provide proof of destruction of the old decal or sign a statement verifying its destruction.

9. Expiration Decals. With each registration an expiration tab will be issued indicating the month and year of expiration of authorization. The month tab will be affixed on the left side of the main decal; the year tab is similarly affixed on the right side.

2103. REGISTRATION REQUIREMENTS. Applicants for registration of privately owned vehicles must report to the Pass and ID Office, where a vehicle registration form will be completed on each vehicle to be registered. Registration will require:

1. A valid active duty, retired, family member, or civilian identification card, or a letter from MCCS stating that a civilian retiree is an active member of the Club System (see paragraph 2212).
2. Evidence of vehicle ownership and certificate of state registration, as may be required by the state in which the vehicle is located. An applicant may register a vehicle (except a motorcycle) not owned by the applicant, provided the vehicle owner completes a MCAS Cherry Point Vehicle Use Permit (Appendix C).

Note: Owner must be a family member and member must show proof of insurance for said vehicle.

3. Possession of a valid state drivers license from North Carolina or the individual's home state or U.S. territories.
4. Certification of the continuing possession of motor vehicle liability insurance in an amount not lower than the current North Carolina minimum. The registrant must be the named insured or a principal operator. Proof of insurance must be shown at time of registration.
5. Evidence of the satisfactory completion of an updated safety and mechanical vehicle inspection by the state in which the vehicle is registered. In lieu thereof, the owner may elect to get a North Carolina inspection, until the time the vehicle can be returned to and inspected by the registering state. In all cases, a visual inspection will be completed per this Manual, by the registration clerk, to ensure safety and general operability and functioning of the vehicle. The CG reserves the right to have any vehicle inspected by a certified North Carolina Motor Vehicle Inspection Station.

6. Evidence of satisfactory completion of a Military Drive Safe Course for all military drivers under 26 years old.

7. Front seat belts must be installed in all automobiles manufactured after 1964 with the exception of registered antique cars.

8. Additionally, for registration of a motorcycle, the following are required: Evidence of a valid motorcycle drivers license or permit as required by North Carolina or the individual's state of license, satisfactory completion of a Motorcycle Operator's Course, and possession of a valid motorcycle drivers license as required by North Carolina or the individual's state of license. Temporary passes, not to exceed 30 days, will be issued to motorcycle operators registered to attend a motorcycle operator's course.

9. Vehicles with rear ends elevated more than 6 inches from manufacturer's height are unsafe and will be denied registration. Vehicles with lowered suspensions, which allow any part of the vehicle to contact the road surface when a tire is flat, will be denied registration.

10. All motor vehicle operators must produce, upon demand of Military Police or other competent authority, valid vehicle registration and proof of financial responsibility (insurance). Insurance cards are not acceptable unless they indicate the name of the insurer, the vehicle insured and the effective dates of the insurance.

#### 2104. TERMINATION OF REGISTRATION AND DE-REGISTRATION

1. The Provost Marshal or his representative will terminate the registration of a privately owned motor vehicle when:

a. The owner fails to maintain all registration requirements in a current/valid status.

b. The owner uses or knowingly permits the use of the motor vehicle as a conveyance in the commission of a crime or in connection with illegal activities, i.e., hit and run.

c. The owner knowingly permits the operation of the motor vehicle by an unauthorized driver. An unauthorized driver is any driver whose operation is in violation of regulations, including but not limited to, a driver who is revoked/suspended, unlicensed, or impaired due to alcohol or drugs.

d. The owner is apprehended for any drug related charge, regardless of the location (barracks, family quarters, off-base, etc.), or is determined to be DUI of alcohol.

2. Termination of registration will take place as follows:

a. All Air Station decals and/or passes will be confiscated at the time of apprehension pending a hearing before the MCAS, Traffic Hearing Officer.

b. The subject's name will be added to the revoked driving privileges list, if a person refuses to submit to or complete a chemical test or has a BAC of .08 or more, or is apprehended for any drug related charge at any location, or the person is under the age of 21. A Temporary Suspension of Driving Privileges letter (Appendix D) will be issued by the apprehending military policeman. This letter will be signed by the subject and witnessed by a third party.

c. As an exception to (a) and (b) above, when the apprehended individual is married the decal will not be removed but the individual will be told to report to Pass and ID Office on the next working day to have the proper coded tab applied to the vehicle.

3. Personnel must return all DoD decals to Pass and ID Office. Failure to provide the scraped off decal, or proof/statement of destruction of the decal will result in denial of registration of any new vehicle. Failure to comply with registration requirements will result in appropriate disciplinary/administrative action. Personnel will de-register their vehicles by reporting to the Pass and ID Office when:

a. The driving privileges of the registrant are suspended or revoked, on or off-station. If the Traffic Hearing Officer has authorized a special status sticker, the registrant will report to have that sticker issued.

b. The owner sells, transfers, or otherwise disposes of the vehicle.

c. The service member is released from active duty, except when a member is in official transition and rates base/station privileges or the member is transferred to a drilling reserve unit in the area.

d. The service member is transferred from the Air Station and no family members will be remaining in the geographic area. The Provost Marshal will remove the registration from his records and forward it to the Provost Marshal at the gaining installation.

e. The service of the civilian employee is terminated.

4. Vehicles used in unlawful drug-related activity will be subject to confiscation/seizure procedures.

2105. CHANGES TO BE REPORTED. All changes concerning registered vehicles will be reported to the Provost Marshal Pass and ID Office within 72 hours. These changes include, but are not limited to, changes of insuring company, color, state tag number, organization, or disposal of the vehicle.

2106. TEMPORARY VEHICLE PASSES. The Pass and ID Office issues these passes under the following circumstances. Only one 30-day temporary pass will be issued to fulfill permanent registration requirements. Motorcycle operators who have not satisfactorily completed the Motorcycle Safety Foundation Course will receive a 30-day temporary pass after verification of registration for the next scheduled Motorcycle Safety Course. The Pass and ID Office supervisor will resolve unusual cases including, but not limited to, the following:

1. Newly assigned personnel who need to change vehicle insurance to meet North Carolina liability standards prior to permanent registration.
2. Newly purchased vehicles with temporary state registration tags (paper).
3. Personnel on Temporary Additional Duty to the station.
4. Personnel that need Drivers Improvement Course or Permission to Use Permits prior to permanent registration.

2107. VISITOR PASSES. Visitors are all personnel who do not require frequent access to this installation and do not qualify for a permanent vehicle registration decal. Visitor passes may be issued for periods of up to 5 days to persons requesting one-time or short-term entry to the Air Station. Visitors who will be a houseguest or are family members of a military member may be issued a visitor's pass for the duration of their visit. All visitors staying in family housing longer than 13 days must have an approval letter from the Housing Department prior to the issuance of the visitor's pass. The pass will contain the sponsor's name and telephone number. In addition, prior to the visitor receiving the pass, the sponsor will be contacted by telephone to confirm the identity of the visitor. Visitor passes are not renewable. The visitor must have in their possession the following:

1. Valid driver's license.
2. Valid state vehicle registration.
3. Insurance card with expiration date.
4. Permission to Use Permit, as required.

# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

## CHAPTER 2

### VEHICLE REGISTRATION AND ENTRY REGULATIONS

#### SECTION 2: ENTRY REGULATIONS

##### 2200. GENERAL

1. The only authorized entrances and exits to the Air Station are the normally traveled routes at which a gate sentinel is posted.
2. The CG reserves the right to deny admission to the Air Station to any person or conveyance when he considers it to be in the best interest of the government to do so.
3. It shall be the responsibility of the driver of each vehicle admitted to, or driven on, this installation to ensure no persons or items prohibited by current Air Station Order, federal statutes or local law or ordinance are transported onto, within, or off the installation in their vehicle.

2201. IDENTIFICATION. In order to ensure the security of this reservation, the CG may demand that each person who desires to enter this reservation produce such identification as may be deemed necessary. Identification may also be required at any place on the reservation, once entered. In addition, each driver of each vehicle desiring to enter this Air Station may be required to consent to a search of the vehicle at any time while aboard the Air Station given probable cause for a search.

1. Armed Forces Identification Cards. Standard Armed Forces Identification Cards will be used to identify active duty and retired military personnel and their family members. Identification card photographs and lamination service are available 0800-1600, Monday through Friday at the Rapids Office, bldg 298.

2. Civilian Identification Cards

a. Civilian Employees. Civilian employees will have identification cards in their possession at all times while aboard the Air Station and show them upon request. There are several types of civilian identification cards. Common Access Cards (CAC) which

are issued to civil service employees and DoD Contractors that are issued by the RAPIDS Office. Pass and ID Office will issue identification cards to contractors/commercial services and business employees. The green card indicates general access to the Air Station and housing areas. The yellow card indicates general access to the Air Station and the flight line. The blue card indicates individual(s) who have been authorized by the CG to conduct personal business with individuals living and working aboard the Air Station.

b. Non-appropriated Funds Activities Employees. The Pass and ID Office will issue identification cards to those employees that do not receive a DoD CAC once the following documents are provided. The identification card will be issued as indicated on the letter from the agency.

(1) Proof of employment, letter from your agency requesting issuance of an identification card.

(2) Picture ID issued by state or government agency.

(3) Criminal background checks for the last 2 years (if you have not lived in the local area for the last 2 years, you must have a check from your old residence).

(4) Proof of U.S. citizenship or immigration status (birth certificate, DD 214, or INS cards).

c. Contractor and Commercial Services Employees. The Pass and ID Office will issue identification card to these employees once the following documents are provided. The identification cards will be issued for the term of the contract or 24 months for commercial services employees. References (i) and (j) established the requirements and provide amplification.

(1) Contracting letter or sponsorship letter from an agency aboard the Air Station.

(2) Proof of employment from your employer.

(3) Picture ID issued by state or government agency.

(4) Criminal background check for the last 2 years (if you have not lived in the local area for the last 2 years, you must have a check from your old residence) or proof of a valid/current DoD security clearance.

(5) Proof of U.S. citizenship or immigration status (birth certificate, DD 214, or INS cards).

d. CETC Trainees. CETC offers job training for individuals with special needs. The training program can be from 1-3 weeks and up to 6 months in some cases. The trainees that are assigned to the Air Station of 30 days or less will not receive a Cherry Point identification card. All short-term trainees are screened by the CETC management and will ensure that all trainees meet the Air Station's entry requirements. All other CETC employees will be issued identification cards in accordance with the paragraph c above.

e. Business Owners with Business Permits. The Pass and ID Office will issue identification cards to these employees once the following documents are provided. The identification card will be issued for the period indicated on the business permit.

(1) Copy of business permit from the CG.

(2) Proof of employment from your employer.

(3) Picture ID issued by state or government agency.

(4) Criminal background check for the last 2 years (if you have not lived in the local area for the last 2 years, you must have a check from your old residence) or proof of a valid/current DoD security clearance.

(5) Proof of U.S. citizenship or immigration status (birth certificate, DD 214, or INS cards).

f. Misconduct Guidelines for all Employees of MCAS Cherry Point

(1) The below listing of misconduct offenses are grounds for denial of access and employment aboard the Air Station.

(a) Commission of any offense involving a weapon or drug related activity.

(b) Commission of a felony.

(c) Aggravated assaults, thefts, burglaries or serious domestic violence and child abuse/neglect.

(d) Any offense/misconduct that threatens the peace and/or security of this installation.

(2) All appeals for debarment/access denial must be submitted in writing to the CG, MCAS Cherry Point (Attn: Station Inspector's Office).

g. Civil Service Identification Passes. Identification passes will be processed by the Human Resources Officer. Upon presentation of a completed Civil Service Pass and a Photo Request Card to the Rapids Office, the employee will be photographed and the identification pass will be laminated and returned to the Human Resources Office. Renewal or reissue of civil service identification badges will be the responsibility of the Human Resources Office.

h. Miscellaneous Passes. Business passes will be issued to approved tradesmen by the Provost Marshal's Office.

#### 2202. ADMISSION OF MILITARY PERSONNEL AND FAMILY MEMBERS

1. Properly identified active duty or retired military personnel may enter the Air Station normally at any time.
2. Vehicles bearing valid DoD decals with blue or red installation tabs shall normally be admitted without restriction.
3. Vehicles bearing decals other than the DoD or Navy will be stopped and the operator required to provide proper identification prior to entering the Air Station.
4. Inactive reserve personnel will normally be treated as visitor or guests unless part of an organized group or under orders to active duty. Identification card with official orders will be sufficient for entry for specific reasons (i.e., hospital, Marine Corps Exchange (MCX), etc.).
5. Military family members will normally be admitted to the Air Station in the same manner as their sponsor.

6. Gate Search. Each driver entering the Air Station is deemed to have given consent to a search of the driver's vehicle as a condition precedent to authorization to enter the Air Station. A driver of a vehicle who refuses to willfully consent to a search of a vehicle upon entering or leaving the Air Station will be subject to administrative action according to applicable military regulations and/or Federal regulations. Any person who refuses to consent to a search of any vehicle under their control upon entering or leaving the Air Station may be deprived of the privilege of gaining entrance to the Air Station in the future. In cases where a Station decal has been issued, refusal to consent to a search of a vehicle under their control upon entering or leaving the Air Station will be grounds for revocation of Station driving privileges.

#### 2203. ADMISSION OF CIVILIANS

1. All civilians shall be subject to military control while aboard this installation and can be tried in a Federal court for offenses committed while on Federal property.
2. Visitors must have a sponsor to come aboard the Air Station and will be provided a visitor pass at the Pass and ID Office.
3. Civilian visitors, while aboard the Air Station, will be required to observe proper standards of personal conduct at all times. Improper conduct will result in the visitor's removal from the installation.
4. Military personnel and their family members are responsible for guests they introduce onto the installation and will assure that their guests are escorted and visit only unrestricted areas and buildings conducting themselves in an orderly and lawful manner.

#### 2204. CIVILIAN GUEST

1. All housing residents will be telephoned by the security clerks to verify guest status.
2. After normal working hours and on weekends, Sergeants and below, living in the barracks, will be contacted by the civilian guest and they will be required to come to bldg 251 or main gate to escort and sponsor the guest while aboard the Air Station.

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3. Passes may be requested in advance and will be posted in bldg 251 for delivery to the guest. This procedure will be provided to all ranks assigned to the Air Station. Hosts must report to the Pass and ID Office and show valid ID card.

2205. CIVILIAN EMPLOYEES

1. Civilian employees, to include domestics and persons employed by other government activities (other than family members), must report to the Pass and ID Office to obtain an employee identification card, and for motor vehicle registration and decal.

2. Properly identified civilian employees will be admitted to the installation daily.

2206. CIVILIAN AGENTS, MERCHANTS, AND SALES PERSONS

1. Civilians who have been authorized by the CG to conduct personal business aboard the Air Station are granted vehicle access per the business permit. The vehicle access is only valid during normal working hours unless specific prior arrangements are made with the individual to be visited.

2. Civilians conducting business with individual Marine personnel and their families must obtain a visitor pass each time they desire to enter the Air Station. The visitor's desk will verify that the visitor has an appointment by contacting the host.

2207. CIVILIAN LAW ENFORCEMENT OFFICERS. Properly identified law enforcement officers shall be granted entry to the Air Station and directed to the Provost Marshal's Office or the Joint Law Center, whichever is appropriate for their business.

2208. FEDERAL OFFICIALS. Federal officials in clearly marked U.S. Government vehicles with personal identification, will be granted entry onto the Air Station. No visitor's pass is required.

2209. SPECIAL EVENTS. The CG may declare an "open gate" for special events. In these cases, civilian personnel will be

admitted to the Air Station without the use of a visitor or special event pass, i.e., air show.

1. Requests of other special events, for weddings, reunions, dinners, and sporting events must be submitted via MCCA five days prior if the event is being held at one of their facilities. The request will be forwarded to the Provost Marshal's Office 48 hours prior to the event to ensure proper security and traffic planning are in place. Special events not using MCCA facilities will be submitted to the Provost Marshal's Office for approval.
2. Special events with more than 20 attendees will be issued special event passes by the gate sentries. Special events with less than 20 attendees will be issued special event passes from the Pass and ID Office.
3. All special events requests must be completed by an authorized sponsor, with a by name list of all expected attendees, (Appendixes Q and R). The sponsor is responsible for the conduct of all their guests. Special events that have more than 50 attendees are considered a "large event" and prior coordination with the Provost Marshal's Office Operations Officer/Chief is required.

2210. NEWS MEDIA REPRESENTATIVES. Accredited news media representatives have frequent occasion to visit this Air Station in order to photograph and report news for feature events. Media representatives will be detained at the main gate where contact will be made with the Public Affairs Officer (PAO) who will assign an escort to the media personnel. Media personnel will not be allowed access to the Air Station without an escort from PAO.

2211. RETRIEVAL OF EMPLOYEE IDENTIFICATION AND STATION REGISTRATION. Registering and deregistering of all commercial company vehicles and POV's used for commercial purposes (business and contractors) will be the responsibility of the owner or next senior supervisor for the company. This person will also be responsible for providing a List of authorized drivers for the company. Upon termination of employment, all civilian employees, to include domestic, construction

company employees, and persons employed by government activities (other than family members of active duty) must report to the RAPIDS Office to surrender their employee identification card. The employer/owner will ensure their vehicle pass or decal is surrendered to the Pass and ID Office. The Human Resources Officer, civilian supervisor, foreman, or employer shall ensure that this is accomplished prior to the employee leaving the installation.

2212. RETIREED CIVIL SERVICE EMPLOYEES. In cases where an employee of the civil service is retiring, the Human Resources Officer will ascertain whether the retiree is a member of the club system (golf club, etc.) and if they are to retain membership after retirement. If the employee so desires to continue this participation, it will be annotated on the employee clearance sheet, MCAS Form 12290/5. This will entitle that retiree to an Air Station modified decal to allow membership participation. When a renewed decal is required, the retiree shall provide proof of retirement and current membership, which may be obtained from the Human Resources Officer. This proof of retirement as well as a valid drivers license and vehicle registration shall be provided before a base decal may be renewed. DD Form 2220 shall not be issued as it grants access to all DoD installations.

2213. TAXICABS

1. Cab company owners not authorized to conduct business per ASO 1740.1 (reference (i)) must submit an Application for Business Permit to the CG. Applications are available at the Pass and ID Office.

2. In the event taxicab ownership is changed, business permits and vehicle passes are not transferable. All identification cards and vehicle passes must be returned to the Pass and ID Office.

3. The following designated areas on the Air Station are hereby approved as "cab stands" or waiting stations for cabs without fares:

- a. Near the main entrance, MCX, bldg 3918.
- b. Main entrance, Bowling Center, bldg 1281.
- c. Main entrance, Road House, bldg 3020.

- d. Bus station parking lot, bldg 251.
- e. Near the main entrance, 7-Day Troop Store, bldg 293.

4. Additionally, any taxicab entering is subject to all the rules and regulations governing this Air Station including, but not limited to, the routine entry point inspections of the drivers of the taxicabs, ensuring they are properly licensed.

5. All occupants shall be properly identified prior to allowing access to the installation.

2214. PRIVATE CLUBS AND ORGANIZATIONS. MCCS has control of the clubs that are authorized to conduct functions aboard the Air Station. These clubs and organizations are authorized to have one third of their total membership comprised of civilians. Access for these civilians for meetings and functions must be submitted in writing via MCCS to the Provost Marshal's Office. Clubs and organizations having competitions with large groups or teams must complete a Special Events Request as outlined in paragraph 2209.

2215. VIP/GUESTS OF THE CG'S. The CG, MCAS Cherry Point, may authorize issuance of Cherry Point identification cards to members of the community, as he deems appropriate. VIP/Guests of the CG MCAS Cherry Point/CG 2D MAW will comply with all vehicle registration requirements (valid ID, valid state registration, valid vehicle insurance) when issued the ID card. Access will be granted upon presentation of the card.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

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# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

## CHAPTER 3

### TRAFFIC SUPERVISION

#### SECTION 1: TRAFFIC RULES

##### 3100. GENERAL

1. Operators of motor vehicles will obey traffic control signs and devices with the exceptions permitted emergency vehicles, or when otherwise directed by military police or other designated traffic control personnel.
2. The highest-ranking occupant of the government motor vehicle is responsible for insuring that the operation of said vehicle conforms to the provisions of these regulations.
3. All rules and regulations contained in the Motor Vehicle Laws of the State of North Carolina and the Assimilative Crimes Act (Title 18 U.S.C. 13) are applicable to vehicle operators aboard the Air Station except in case of conflict with this Manual, in which case this Manual will take precedence to the extent authorized by federal law and regulation.

3101. DRIVER'S LICENSE. No person will be permitted to drive a privately owned vehicle on the Air Station unless they possess a valid state driver's license.

3102. RESTRAINT SYSTEM. Restraint system (seat belts) will be worn by all operators and passengers of U.S. Government vehicles, on or off the installation. All military personnel driving or riding in a POV on or off the Air Station and all civilian personnel driving or riding on the Air Station are required to wear seat belts. Restraint systems are required only on cars manufactured after model year 1964. All infants 4 years and younger and those not exceeding 45 pounds in weight will be required to be seated in a child restraint device (car seat) while riding in a vehicle.

3103. LOADING

1. Privately owned vehicles shall not be operated with more than three persons in the front seat, or so loaded as to exceed the normal carrying capacity, as designated by the manufacturer or to obstruct the driver's view or to interfere with the operation of the vehicle.
2. A red light during the hours of darkness, and a red flag no less than 12 inches square during the hours of daylight shall be displayed at the extreme end of any load extending four feet or more beyond the rear of the body of any motor vehicle.
3. No person shall ride in the cargo areas of a motor vehicle, except when the vehicle has been modified for such purposes.

3104. SPEED LIMIT

1. Speed limits posted throughout the Air Station vary depending on road conditions, volume of traffic, and other factors affecting safety. The maximum speed limit within the Air Station is 25 miles per hour except when posted otherwise.
2. Maximum authorized speed in family housing is 20 miles per hour except where posted otherwise.
3. Notwithstanding any speed limits imposed by either this Manual or by road signs, a person shall not drive a vehicle at a speed greater than is reasonable and prudent. Extra precaution will be exercised when approaching, crossing, or traveling on intersections, curves, or any narrow or winding road, and when special hazards exist with respect to pedestrians, traffic, weather or road conditions.
4. The speed limit when approaching or passing a column of troops in formation or other pedestrians on the roadway is 15 miles per hour.
5. Speed limit in parking lots is 10 miles per hour.
6. Except when necessary the minimum speed limit will be 10 miles below the maximum speed limit, so as to not impede the normal flow of traffic, with the exception of certain government vehicles, which have only limited speed capabilities.

3105. FOLLOWING. The driver of a motor vehicle shall not follow another vehicle more closely than is reasonable and prudent, having due regard for the speed of such vehicle and existing traffic and road conditions.

1. During good weather conditions the "two second" rule will be used to determine a reasonable and prudent following distance.
2. The procedure to determine this distance is to count seconds starting when the lead vehicle passes a fixed point and ending when the trail vehicle passes the same point. If the point is passed in less than two seconds, the vehicle is following too close.
3. If inclement weather conditions exist the rule will be "three seconds".

3106. VEHICLES IN A CONVOY

1. Crossing road intersections between vehicles in a moving convoy is prohibited.
2. Vehicles moving in a convoy will not be passed by vehicles not in convoy within the limits of the Air Station.
3. Convoys or groups of vehicles in a joint movement will comply with all traffic rules unless otherwise directed by accompanying military police.

3107. BACKING

1. Backing of a military vehicle, other than sedans or light trucks without the posting of a person to act as a guide is prohibited.
2. Backing across sidewalks or onto traveled portions of roads will be executed only after drivers have made a complete stop and assured themselves that the movement can be completed without endangering pedestrians or interfering with oncoming vehicular traffic.

3108. DIMMING LIGHTS

1. During the hours of darkness, lights will be dimmed when

approaching another vehicle from the front or rear, or when stopped where headlights shine on any portion of the roadway or street.

2. During the hours of darkness, parking lights will only be used when approaching the gate sentries. Except newer model vehicle's equipped with ambient light sensing headlights.

### 3109. PARKING

1. Vehicles parked on roads or streets will be parked on the right side in the direction of the flow of traffic unless angular parking is authorized by appropriate signs or markings.

2. Vehicles will not be left unattended without first stopping the engine, setting the brake, locking the ignition and removing the keys, and if on a perceptible grade, turning the wheels to the curb on the near side of the road.

3. Children under the age of 10 will not be left unattended in vehicles. A child is unattended unless in the custody of a person at least 12 years old.

4. POV parking and reserved parking regulations aboard the Air Station are set forth in ASO 5560.2J and will be enforced.

5. The Naval Aviation Depot (NAVAVNDEPOT) facility provides and controls parking areas designated for its employees. Use of Station open lot parking by NAVAVNDEPOT personnel, except those conducting business aboard the Air Station, is prohibited.

6. Parking or stopping a vehicle in any of the below listed places except when experiencing mechanical difficulties or in compliance with a traffic order or device, is prohibited:

a. On a sidewalk or crosswalk.

b. In front of a public or private driveway.

c. Within 20 feet of a fire hydrant.

d. Within 20 feet of an intersection, a driveway entrance to any emergency facility, or any building except in designated parking areas.

- e. Along any curb painted yellow or red.
  - f. In service driveways or fire lanes.
  - g. In a double-parked position.
  - h. On a bridge.
  - i. On the shoulder of any road unless the location is marked as an authorized parking area.
  - j. In a manner as to obstruct traffic, loading areas, driveways, or refuse collection.
  - k. On any area where prohibited by official sign, to include housing areas.
  - l. Along sidewalks in public quarters.
  - m. In isolated areas of the Air Station during hours of darkness except when required by official duty or emergency. Isolated areas are defined as off-the-road areas that are not immediately adjacent to living or normal working areas. Parking of vehicles adjacent to unoccupied buildings and unauthorized areas (i.e. hangars, fire lanes) is prohibited. Parking in the fire lane adjacent to the MCX to conduct business at the ATM is strictly prohibited.
  - n. On the grass or seeded areas. No person shall drive, stop, stand, or park a vehicle thereon, whether attended or unattended.
  - o. In any parking lot not in a marked parking space. Marked is defined as being marked by white lines.
  - p. All drivers who experience a vehicle breakdown on a roadway or adjacent to any building must notify the Military Police Desk Sergeant of the type of difficulty, type of car (year, make, etc.) and estimated time of recovery.
7. Barracks personnel with inoperative vehicles may request a 30-day "parking only" pass from the Provost Marshal for the purpose of making repairs at the Hobby Shop. During this period the vehicle will not be moved without the permission of the Provost Marshal. Time extensions will normally not be granted. Upon expiration of the permit, if the vehicle fails to meet registration requirements it must be removed from the installation.

3110. EMERGING FROM ALLEYWAYS. The driver of a vehicle emerging from an alley or driveway shall stop such vehicle immediately before reaching a sidewalk or the area extending across the alley or driveway, and yield the right of way to any pedestrian or other traffic before entering the roadway.

3111. SIDEWALK OPERATIONS. The operation of any motor vehicle on the sidewalk is prohibited. Mopeds will be operated on the bicycle path that travels parallel to Roosevelt Boulevard and yield the right of way to pedestrians.

3112. ATTACHMENT TO VEHICLES. The vehicle operator will not allow riders of bicycles, coasters, skateboards, or any vehicle to attach themselves to the vehicle while it is moving.

3113. HEADPHONES/CELL PHONES. Vehicle drivers will not wear headphones attached to an AM/FM radio, cassette or CD player. The wearing of headphones attached or otherwise is not authorized. Operators of heavy equipment may wear ear protection while driving aboard the Air Station. Motorcycle operators whose helmets have built in speakers shall not attach the power cord for such speakers. Drivers may wear an earpiece to use a hands free cell phone. The use of cell phones while operating a motor vehicle aboard the Air Station is prohibited unless used in a "hands free" method.

3114. LITTERING

1. The discarding of bottles, cans, trash, cigarettes, or any litter whatsoever on the Air Station streets or roads is prohibited. The vehicle operator is responsible for any litter discarded from the vehicle.

3. Persons moving a wrecked or damaged vehicle from the roadway shall be responsible for the removal of any plastic, glass, injurious materials or any other debris dropped from that vehicle.

3115. RACING. No person shall drive any vehicle on the Air Station roadways in a race, speed contest or competition.

3116. PEDESTRIANS AND TROOP FORMATIONS

1. Pedestrians. Military Police will enforce portions of the traffic code of the State of North Carolina and this Manual that apply to pedestrians and formations. In addition, all pedestrians will:

- a. Cross roads at intersections or crosswalks whenever possible.
- b. Walk on the left side of the road facing oncoming traffic in the absence of sidewalks.
- c. Comply with orders or directions of Military Police or traffic control persons.
- d. Not enter any crosswalk or roadway when vehicle traffic is so close that it constitutes an immediate hazard to pedestrians or vehicles.
- e. Not stand on the roadway to solicit a ride in any vehicle, including at authorized pickup stations.

2. Troop Formations. Personnel in charge of troop formations will ensure they:

- a. Travel as close as possible to the right edge of the roadway except when turning left and ensure persons accompanying the formation, such as unit leaders, are not in the traffic lane.
- b. Don't halt the formation at an intersection where it will block traffic or otherwise cause a hazard.
- c. Post road guards at crossroads and intersections. Road guards must wear reflective vests at all times and carry working lighting equipment (flashlights) during the hours of darkness or reduced visibility.
- d. Comply with a directions of military police or other traffic control persons.
- e. Maintain as close a formation as possible. If necessary, form stragglers into another formation to minimize traffic delays while crossing roadways.

f. Cross roadways using the most expedient means to clear the roadway such as flanking movement if in columns.

g. Use only authorized government emergency vehicles for escorting/trailing formations.

3117. ERRATIC OPERATION. Any person observed operating a motor vehicle in an unusual, abnormal, or illegal manner shall be stopped by military police to determine the cause of the behavior and/or to take appropriate enforcement action.

3118. MOTORCYCLE TRAFFIC RULES. Motorcycle operators in addition to obeying general traffic regulations as delineated in this section, will also observe these special rules:

1. A motorcycle may be operated aboard the Air Station only by its registered owner or the registered owners' family member, if they meet the criteria set forth in paragraph 2103.8 of this Manual.

2. Motorcycles will be parked in spaces specifically marked for them whenever possible. A positive locking device (front fork lock or spoke chain) must be used whenever the motorcycle is left unattended.

3. Mandatory Protective Clothing and Safety Equipment Requirements. Every person operating or riding on a motorcycle aboard the Air Station will wear an approved helmet, eye protection, and appropriate brightly colored or reflective upper garment or reflective vest, all of which are authorized to be worn with uniforms. All military personnel operating a motorcycle off base will wear an approved helmet, eye protection, and appropriate brightly colored or reflective upper garment or reflective vest. The following additional safety requirements will be strictly adhered to:

a. Each person who operates a motorcycle on board the Air Station shall pass a Motorcycle Safety Foundation course or a locally developed written and practical (operating skills) examination designed especially for motorcycle operation and administered by Joint Safety Center personnel (Appendixes E through G).

- b. All persons who operate motorcycles shall have in their possession at all times while operating/driving a motorcycle, a license issued to them specifically for motorcycle operation, and a motorcycle safety course completion card.
- c. All operators and passengers shall wear a helmet that meets the Department of Transportation (DOT) safety standards. The chinstrap must be fastened as long as the motorcycle is in motion.
- d. All motorcycle operators and passengers will wear suitable eye protection that meets or exceeds the American National Standards Institute Code. Suitable eye protection is defined as goggles with a neck or head strap, or full-face shield attached to the helmet. A windshield, fairing, spectacles, or sunglasses are not considered suitable eye protection.
- e. All motorcycle operators and passengers shall wear full-length trousers while the motorcycle is in motion. Jackets and long-sleeved shirts are recommended, but short sleeves may be worn.
- f. All operators and passengers shall wear leather shoes/boots with heels (leather tennis/athletic shoes are not authorized). Standard substitutes for leather shoes such as "corophrams" are considered acceptable. Tennis shoes, sandals, shower shoes, etc. are not considered adequate foot protection and shall not be worn while the motorcycle is in motion.
- g. All motorcycles, motor scooters and mopeds shall have a rearview mirror attached to each side of the handlebars. Each mirror must provide the operator with a clear, undistorted and unobstructed view of at least 200 feet to the rear of the vehicle.
- h. All motorcycles shall be provided with adequate footrests designed for this purpose and properly attached to the motorcycle. Blocks of wood, screwdrivers, etc. are not authorized for use as footrests.
- i. All motorcycles shall have their headlights on while in operation in order to increase visibility to other motorists.
- j. While operating their vehicles, motorcyclists will wear full finger leather or equivalent gloves since the hand is normally the first point of contact with the ground in the event of a mishap.

k. All motorcycles shall be inspected at the time of their initial registration and at each re-registration thereafter per MCO 5110.1C. Motorcycle state safety inspection policies will be enforced in accordance with the registering state requirements.

l. An appropriate upper garment is described as:

(1) A brightly colored outer upper garment during daylight hours.

(2) A reflective upper garment must be worn at night. Reflective upper garments may be comprised of all reflective material or of other materials with reflective material permanently affixed (i.e. sewn on or iron on material. Tape/Velcro is not considered permanent).

(3) A mesh/fabric vest that is bright yellow, international orange or lime green with at least two 1 1/2" to 2" wide vertical or horizontal reflective strips going from front and back.

4. Motorcycle operation will be confined to improve road surfaces and designated parking areas. Trail riding, hill climbing, "hare and hound" racing, and related activities are expressly prohibited.

5. The following unsafe practices are forbidden:

a. Sidesaddle riding by passengers.

b. Riding between lanes of moving traffic.

c. Riding between a lane of traffic and parked cars.

d. Passing another vehicle in the same lane.

e. Use of the same traffic lane with more than one motorcycle abreast.

f. Carrying more than one passenger.

g. Passing other motor vehicles on the right where prohibited.

h. Exhibitions of speed, breaking traction, or "popping wheelies" while operating the motorcycle.

i. Sitting passengers in front of the operator of the motorcycle.

6. Motorcycles will not be parked inside any MCAS building, with the exception of the Exchange Service Station and Hobby Shop Garage.

7. No person riding upon a motorcycle shall attach himself or herself or the motorcycle to any other vehicle on the roadway while in operation.

8. There are no authorized areas for the operation of mini-bikes, dirt bikes, ATV's or other off-road, non-licensed vehicles aboard the Air Station.

#### 3119. TOWING AND PUSHING VEHICLES

1. No more than one vehicle will be towed by another vehicle.

2. Tow bars shall be used when towing vehicles. Towlines or chains shall not be used.

3. No vehicle shall be towed or drawn at a speed in excess of 25 mph or the posted speed limit whichever is lower.

4. No vehicle shall be pushed by another vehicle.

#### 3120. OPERATION OF EMERGENCY VEHICLES

1. Drivers of emergency vehicles will:

a. Avoid the unnecessary use of siren or signal light.

b. Obey established speed regulations, except that Military Police and other emergency vehicles may exceed the established speed regulations, per their established policy, if the situation warrants (i.e. in pursuit of law violators, when answering an emergency alarm, or as directed by the watch commander).

c. Obey all traffic laws, except in an emergency they may:

(1) Park or stand in any location.

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(2) Proceed through stop signs but only after slowing down as may be necessary for safe operation.

d. The foregoing provisions shall not relieve the driver of an authorized emergency vehicle from the duty to drive with due regard for the safety of all persons, nor shall such provisions protect the driver from the consequences of his reckless disregard for the safety of others.

2. Police, Fire, and Ambulances are authorized emergency vehicles. Volunteer Fire Department vehicles are not considered authorized emergency vehicles and shall not use sirens and lights aboard this installation.

3121. HONORS AND SALUTES

1. At morning and evening colors and during the playing of the National Anthem, all vehicles, except those on authorized emergency runs, shall be brought to a stop and shall remain stopped until "Carry On" is sounded.

2. All persons of the Naval service who recognize officers senior to them as drivers/passengers in privately owned and government vehicles shall render the appropriate salute.

3122. ALCOHOLIC BEVERAGES

1. No alcoholic beverage in an opened or unsealed container shall be in the vehicle.

2. No person who is under the influence of alcohol or any physically debilitating drugs shall operate a motor vehicle within the confines of the Air Station.

3123. EQUIPMENT

1. General. All equipment on every vehicle, required by law, regulation, or for safety, must be in good working condition. Vehicles not meeting the appropriate North Carolina State requirements shall not be permitted on the Air Station. In cases

where questions arise on operating equipment not covered by state regulations or this Manual, the Provost Marshal will determine if the vehicle in question will be allowed to operate on board the Air Station.

2. Operation Equipment. No person shall operate any vehicle having four or more wheels upon any road unless such vehicle is equipped as follows:

a. Horn, including wiring, horn button, and mounting, in good working condition, audible under normal conditions from a distance of not less than 200 feet and not interfering with the operation of any other mechanism.

b. Steering and suspension assembly in good working order so that if the vehicle is raised from the ground, the wheels will have no more than one-quarter inch movement in or out or at the bottom, and there shall be no dangerous or undue looseness in the steering mechanism.

(1) If the wheels are on the ground and the front wheels are in a straight line, free play must not exceed three inches in steering wheels up to 18 inches in diameter.

(2) Front or rear springs must not be broken or sagging.

(3) The front wheels or front assembly must not be twisted or bent and there must not be any loose or missing bolts, nuts, or rivets.

(4) If the vehicle is equipped with a power steering system, it shall be free from leaks, and the belt must not be worn or loose.

(5) Shock absorbers shall be firmly attached and in serviceable condition.

(6) All front and rear attaching parts shall be intact and in serviceable condition.

(7) Vehicles are required to have bumpers equal to factory bumpers in width, length, and strength.

c. Exhaust system, including manifolds, gaskets, heat riser valves, exhaust pipes, mufflers, tail pipes, connecting pipes,

resonators, clamps, brackets, and hangers must be in serviceable condition and be held together, intact in mounts, and must not allow the passage of exhaust gases, fumes, annoying smoke, and smoke screens from other than the inlet and outlet ends of the system or create loud, gutted noises. The exhaust system of any vehicle must be constructed so as not to permit exhaust gases to enter the passenger compartment. Vehicles are required to have exhaust systems that meet the manufacturers original or optional equipment requirements in relation to noise control and length of tail pipes. Side pipes are acceptable provided that they are connected to a muffler and are not excessively or unusually noisy.

d. Brakes adequate to control the movement of and to stop such vehicle.

(1) The service (foot) brake shall be capable of stopping the vehicle within a distance of 25 feet (driver reaction time excluded) when traveling at a speed of 20 miles per hour.

(2) The stopping point of the brake pedal shall show a reserve of not less than one-third of the total possible travel distance when the brakes are fully applied. Power brakes must meet manufacturers specifications.

(3) Braking force must be distributed evenly to the wheels.

(4) Hydraulic vacuum, airlines, and cylinders must be free from leaks and seepage.

(5) Brake mechanism must not be cracked, chafed, or worn.

(6) The brake pedal must remain firm under foot pressure without gradual sinking to the toe board.

e. Auxiliary brake, including ratchet or holding device, must be in good working order, having a lever reserve upon full application of at least one-fourth of the total designed travel distance. The cable must not be frayed or "frozen," and there must be no missing or defective cotter pins, springs, rods, couplings, or other essential parts.

f. Speedometer must be in good working order.

g. Visible wires carrying electrical loads must not be bare.

h. Windshield wiper for clearing snow, rain, moisture, or other matter from the windshield shall be in good working order.

i. Lights

(1) Headlights must be so constructed, arranged, and adjusted that, on a level road and under normal atmospheric conditions, they will produce a driving light sufficient to render a person clearly discernible 200 feet ahead.

(a) Lenses must not be cracked or broken.

(b) A high/low beam dimmer switch and indicator must be in good working order.

(c) Headlights must not project a dazzling or glaring light while on low beam.

(d) Each headlight shall be capable of producing at least 3.75 apparent beam candlepower on the high or driving beam, and must be adjusted properly.

(e) Use of white or clear lights on rear of vehicles is prohibited except for backup lights when vehicle is in reverse gear.

(f) Light covers cannot be tinted/colored as to obstruct proper use, observation and view of lights.

(2) Additional lights/fog lights, if present, are not to exceed two mounted on the front of the vehicle and must aim in such a manner that no part of the high intensity portion of the beam strikes the level of the surface on which the vehicle stands at a distance of more than 50 feet from the vehicle.

(3) Parking lights must be capable of presenting two or more white or amber lights at the front of the vehicle and two or more red lights at the rear of the vehicle. All must be visible from a distance of not less than 500 feet.

(4) Directional Signals, all motor vehicles manufactured after 1 July 1953, must be equipped with electrical or mechanical turn signals. All right-handed drive motor vehicles or vehicles so constructed that the hand signal is not visible, both to the front and rear, shall be equipped with electrical or mechanical signals.

(a) Flashing directional signals must be visible from the front and rear.

(b) Directional signals must be securely mounted on vehicles. Wiring and connections must be in good condition.

(c) The control switch and lever must be accessible to the driver.

(d) Lenses must not be cracked, broken, missing, or discolored.

(e) Front directional signals must project white or amber lights. Rear signals must project red or amber light only.

(5) Tail lights must be securely mounted to the vehicle and shall be clearly visible to vehicles from the rear, but shall not be discolored, or of a color other than red. All taillights must be in good working order.

(6) Brake lights mounted on the rear must be capable of being activated by the application of the service (foot) brake to project a light to the rear visible from a distance of not less than 100 feet in normal sunlight.

(7) License tag light mounted on the rear so as to illuminate the license tag with a white light at night visible for at least 50 feet.

(8) Clearance lights are required on any bus or truck with an overall width of 80 inches or more and any trailer or semi-trailer having a gross weight in excess of 3,000 pounds. The vehicle must be equipped with the two front clearance lights, one at each side; two rear clearance lights, one at each side; and two side marker lights for both sides, one at or near the front and one at or near the rear.

(a) Pole trailers in excess of 3,000 pounds weight must have a side marker light and clearance light on each side which may be used in combination to project light to the front, side and rear.

(b) Lenses on front clearance lights or side clearance lights near the front must not be cracked, broken, missing, discolored or of a color other than red.

j. Tires and Wheels

(1) Tires. No person shall operate a motor vehicle upon any road on this installation unless each tire in contact with the ground has at least 1/16 inch tread on its entire running surface. Racing slicks are prohibited. Casing, beads, tread, and fabrics shall be free of breaks, bulges, cracks, or exposed fabric that exhibit a weakened, unsafe tire condition. Vehicles will not have tires that extend over one inch at any point on the tire outside the fender well.

(2) Wheels. Wheels must be mounted with all lug bolts or nuts intact and rims must not be bent away from the tire bead to any degree that the bolt or nut shoulder is not touching the mounting hole seat.

k. Safety Glass. No person shall operate a motor vehicle upon any road unless safety glass is installed. The term "safety glass" as used in this Manual shall be construed as meaning glass so treated or combined with other materials as to reduce, in comparison with ordinary sheet glass or plate glass, the likelihood of injury to persons by glass when the glass is cracked or broken.

l. Windshield. All motor vehicles shall be equipped with a permanent windshield, and the glass shall not be obstructed by any sign, poster, or other non-transparent material other than a certification or other paper required to be displayed by law or regulation, and the windshield glass shall be free from breaks, cracks, fogging, scratches, or discoloration which would impair the driver's vision or in any other way create a hazard.

m. Windows. The front seat windows and vent windows shall not be obstructed by any sign, poster, or other non-transparent material, other than a certification or other paper required to be displayed by law or regulation, and shall be free from breaks, cracks, fogging, scratches, or discoloration which would impair the driver's vision or in any other way create a hazard.

(1) All vans, station wagons, and similar type vehicles that do not have side or rear windows or that have the side and/or rear windows covered must be equipped with appropriate right and left side mirrors so located as to reflect to the driver a view of the road for a distance of at least 200 feet to the rear of such vehicle.

(2) Window Tinting Restrictions

(a) The windshield of the motor vehicle may be tinted only along the top of the windshield and the tinting may not extend more than five inches below the top of the windshield.

(b) The total light transmission of all tinted windows must be at least thirty-five percent (35%). A vehicle that, by use of a light meter approved by the Commissioner, measures a total light transmission of more than thirty-two percent (32%) is conclusively presumed to meet this restriction.

(c) The light reflectance of the tinted window must be twenty percent (20%) or less.

(d) Tinted film or another material used to tint the window must be non-reflective and must be a color other than red, yellow or amber.

(3) Exceptions

(a) The above listed restrictions do not apply to the following:

(b) A window of an excursion passenger vehicle, a for-hire passenger vehicle, a common carrier of passengers, a motor home, an ambulance, a property hauling vehicle, a limousine, a law enforcement vehicle, or a vehicle that is registered in another state and it meets the requirements of that state.

(c) Reference G.S. 20-4.01 (27) a-f, and G.S. 20-4.01 (31) for the definitions of the vehicles described in the above paragraph.

n. Mirrors. No person shall drive a motor vehicle upon any road if the motor vehicle is so constructed or loaded to prevent the driver from obtaining a view of the road to the rear by looking backward from the driver's position unless such vehicle is equipped with a mirror so located as to reflect to the driver a view of the road for a distance of at least 200 feet to the rear of such vehicle. All vehicles manufactured after 1965 shall be equipped with at least one outside mirror mounted on the driver's side of the vehicle.

o. License Plates. No personnel shall operate a motor vehicle upon any road on this Air Station unless state or territorial vehicle license plates are mounted and securely fastened to the vehicle. The plates shall be legible, visible, present an entirely unobstructed view. License plate covers or holders, which obstruct visibility of plate number or expiration date, are prohibited. License plates shall be illuminated with a white light at night.

p. Body. No person shall operate a motor vehicle upon any road unless the body, fenders, doors, hood, trunk, lid, or other body attachments are intact and in such condition as not to present a safety hazard to the driver, passengers, pedestrians or other motorists. The doors, hood, and trunk lid safety catches and locking devices must be in safe operating condition to ensure against accidental opening when the vehicle is in motion. Any motor vehicle that was originally equipped with bumpers as standard equipment, must continue to be fitted with bumpers equal to the original equipment.

q. Modified Suspension System. The manufacturers specified height of any passenger motor vehicle shall not be elevated or lowered, either in front or back, more than six inches by modification, alteration or change of the physical structure of said vehicle. For the purpose of this paragraph, the term "passenger motor vehicle" shall mean a four-wheeled motor vehicle designed principally for carrying passengers, which is constructed either on a truck chassis or with special features for occasional off-road operation.

(1) Raising the rear of some vehicles more than six inches exposes the fuel tank and affords it no protection. Any vehicle whose gas tank is visible without raising the rear will not be permitted to be raised at all. If a vehicle with its gas tank exposed and unprotected is struck from the rear, an explosion is more than likely to occur.

(2) The driver's vision of the roadway through the rearview mirror is normally inadequate if a vehicle is modified by raising the rear suspension more than six inches.

(3) The weight transfer of a vehicle raised more than six inches in the rear is increased on the front wheels and can be very dangerous in a panic stop when the brakes are applied.

(4) The center of gravity of a vehicle raised more than six inches, both front and rear, is affected to the point that the vehicle does not corner and hold the road as was intended by the manufacturer.

(5) Lowering the suspension could cause the frame to contact the roadway in the event of a speed bump or flat tire and create an unsafe condition.

r. Prohibited Equipment. No person shall operate a motor vehicle upon any road:

(1) Using a cutout or straight through muffler on the vehicle.

(2) Using any spotlight on the rear of the vehicle unless such vehicle is so equipped for a public service.

#### 3124. USE OF ANOTHER'S VEHICLE

1. Privately owned motor vehicles bearing an Air Station decal or temporary pass shall not be loaned to another person unless the registered owner has motor vehicle liability insurance to cover the borrower or the borrower has liability insurance to cover himself while operating any privately owned vehicle. It will be the lender's responsibility to ensure that the borrower's driving privileges are not suspended or revoked.

2. Before any motor vehicle bearing an Air Station decal or temporary pass may be loaned by a recorded owner for use by the borrower, the owner shall insure the borrower have in borrower's possession a written vehicle loan authorization and a valid operators license.

3. Written permission to operate or be in possession of a privately owned vehicle is not required if the registered owner is in the vehicle or the operator is a family member of the registered owner.

4. No person other than a recorded owner shall drive a motor vehicle bearing an Air Station decal or temporary pass unless that person is qualified in their own right to enter or be aboard the installation at the time of use of the vehicle or the recorded owner of the vehicle is present.

3125. GOVERNMENT VEHICLES

1. No person shall operate a government vehicle with a gross vehicle weight (GVW) of 10,000 lbs., or above unless he is a student driver or has in his possession a valid U.S. Government Motor Vehicle Operator's Identification Card with a capacity equal to, or greater than, that authorization on his permit. For operation of automotive equipment under 10,000 lbs. GVW, military personnel are required to possess either a valid state drivers license or a SF-46, U.S. Government Motor Vehicle Operator's Card. The exception to the above will be drivers of tactical vehicles and emergency type vehicles such as ambulances, military police and crash crew, who will be required to possess a U.S. Government Motor Vehicle Operator's Identification Card.

2. All government vehicles operated by unlicensed personnel, either for training or for use in the Government Motor Vehicle Operator's Licensing Test, shall be equipped with signs on the front and rear of the vehicle with lettering at least five inches high reading "STUDENT DRIVER."

3. The wearing of seat belts is required by operators and passengers of U.S. Government vehicles when so equipped.

4. The speed of all tactical wheeled vehicles, including motor transport items and LAV's, in convoy or single run is limited to the posted speed limit or 45 miles per hour, whichever is slower. This restriction applies on and off-base.

3126. BICYCLE/MOPED TRAFFIC RULES. The term "bicycle" throughout this Manual includes mopeds. The following provisions apply to all persons riding bicycles.

1. Enforcement. Except where specifically provided by law or in this Manual, all traffic regulations apply to operators of bicycles. Bicycle riders will obey all applicable traffic regulations, signals, signs, and devices governing the operation of motor vehicles, except when dismounted at which time pedestrian regulations apply. Military police may issue minor offense reports or DD Form 1408 to owners and operators of bicycles who do not comply with these laws and

Regulations. Family members that continue to disobey traffic regulations while riding mopeds or bicycles shall be detained and have the item confiscated by PMO and the sponsor will be required to pick the family member and the item up. Family member operators can be issued traffic citations for violations of this Manual and will be required to appear before the Air Station's Traffic Court Officer.

2. Sponsor/Parental Responsibility. Sponsors/parents will ensure that family members and guests are properly instructed in the safe operation of bicycles and that they understand and obey the laws and regulations. The minimum age for a moped operator is 16.

3. Operator Responsibility

- a. Use bike lanes when available.
- b. When emerging from an alley, driveway, or building, yield right-of-way to all approaching vehicles and pedestrians.
- c. Keep one hand on the handle bars at all times.
- d. Ride as near to the right side of the roadway as practical.
- e. Bicycles shall be ridden in single file only.
- f. Bicycles will not be parked on a street or in a service driveway; they will be secured with a chain and lock or other locking device.

4. Other Bicycle Rules

- a. Bicycles will neither be towed by another vehicle, nor tow another vehicle except trailers manufactured for that purpose.
- b. Bicycles are permitted only on streets, roads, and parking areas not on athletic fields, tracks, lawns, seeded areas, and sidewalks. Bicycles will not be allowed on the main roadway of Roosevelt Boulevard between McDonald's Restaurant and the Hancock Creek Marina turnoff and on Slocum Road from the Alexander/Slocum Road traffic signal to Highway 70. However, the jogging/bicycle trails will be utilized where available. On all other roads, bicycles will be ridden with the traffic and kept to the right edge of the roadway to avoid interference with faster moving vehicles. mopeds will not be driven on sidewalks at any time. In the interest

of safety, children operating tricycles, bicycles, or other foot powered devices with a height of less than 16 inches may ride on sidewalks.

c. Maximum speed limit for bicycles is 30 mph unless a lower speed limit is posted for the area being ridden through.

d. Bicycles may not be ridden while under the influence of alcohol or other drug. Violators may be subject to the same penalties as for driving a motor vehicle under the influence of alcohol or drugs.

e. Bicycle operators will not wear radio headsets, earphones, or other devices, which obstruct their hearing.

5. Required Equipment. Bicycles/mopeds must be equipped with:

a. A crystal (white) reflector of at least 9 square inches facing forward and unobstructed when viewed from the front.

b. An amber reflector with a minimum of 9 square inches on each side of the bicycle facing outward.

c. Amber reflectors on both front and rear surfaces of all pedals.

d. A red reflector with a minimum of 9 square inches facing rearward and unobstructed when viewed from the rear.

e. Bicycles/mopeds will not carry any other passengers except when the vehicle is equipped with an additional firmly fixed seat for that purpose.

f. Bicycles will be equipped with brakes that will enable the operator to make the braked wheel skid on dry, level, clean pavement.

g. Moped headlights will be on at all times when in operation. Mopeds will have a rearview mirror attached to each side of the handlebars. Every person operating or riding on a moped aboard the Air Station or off-station will wear a DOT approved helmet and suitable eye protection. Suitable eye protection is defined as goggles with neck or head strap, or full-face shield attached to the helmet. A windshield, fairing, spectacles, or sunglasses are not considered suitable eye protection.

h. DOT approved bicycle helmets will be worn by all personnel who ride bicycles on the installation's streets, roadways, sidewalks and posted bicycle/running trails.

6. Required Equipment for Night Riding. All bicycles/mopeds used at night must be equipped with:

a. A functioning headlight beam of 30 feet and a taillight or red reflector. Bicyclists will wear a reflective upper garment or vest.

b. A reflective upper garment must be worn at night, with the reflective material permanently attached (sewn or ironed on) to that garment or a commercially available mesh/fabric vest that is bright yellow, international orange or lime green with at least two 1 1/2" to 2" wide vertical or horizontal retro-reflective strips going from front and back.

c. Mopeds must be equipped with a headlight beam of 500 feet and a red taillight.

#### 3127. SCOOTER/ROLLER BLADE/ROLLER SKATE/STREET LUGE AND SKATE BOARD REGULATIONS

1. Enforcement. Except where specifically provided by law or in this Manual, all traffic regulations apply to operators of non-motorized vehicles or foot-powered devices. Operators of non-motorized vehicles or foot-powered devices will obey all applicable traffic regulations, signals, signs, and devices governing the operation of motor vehicles, except when dismounted at which time pedestrian regulations apply. Military police may issue minor offense reports or DD Form 1408 to owners and operators of non-motorized or foot powered devices who do not comply with these laws and regulations. Family members that continue to disobey traffic regulations while operating non-motorized vehicles or foot-powered devices shall be detained and have the item confiscated by PMO and the sponsor will be required to pick the family member and the item up. Family member operators can be issued traffic citations for violations of this order and will be required to appear before the Air Station's Traffic Court Officer.

2. Sponsor/Parental Responsibility. Sponsors/parents will ensure that family members and guests are properly instructed in the safe operation of non-motorized vehicles or foot powered devices, and that they understand and obey the laws and regulations.

3. Operator Responsibility

- a. Use bike lanes when available.
- b. When emerging from an alley, driveway, or building, yield to all approaching vehicles and pedestrians.
- c. Scooter operators must keep one hand on the handle bars at all times.
- d. Ride as far to the right of the roadway as practical.
- e. Do not ride abreast of another non-motorized or foot powered device except when passing.
- f. Non-motorized vehicles or foot powered devices will neither be towed by another vehicle, nor tow another non-motorized vehicle.
- g. Non-motorized vehicles or foot-powered devices are permitted only on streets, roads, and parking areas; not on athletic fields, tracks, lawns, or seeded areas. In the interest of safety, children operating non-motorized vehicles or other foot-powered devices with a height of less than 16 inches will ride on the sidewalks under the supervision of their sponsor. The use of skateboards, scooters, roller blades, and roller skates shall be limited to the housing and barracks areas and the fitness trail. At no time shall these items be permitted in industrial areas or highly populated commercial or recreational areas, not designed for their use, such as the theater, bowling alley, exchange/commissary area or tennis and basketball courts.
- h. No one will ride non-motorized vehicles or foot powered devices on Roosevelt Blvd or Alexander Road or on a non-designated area.
- i. No one will ride non-motorized vehicles or foot powered devices while under the influence of alcohol or other drugs. Violators may be subject to the same penalties as for driving a motor vehicle under the influence of alcohol or drugs.

j. Non-motorized vehicle or foot powered device operators will not wear radio headsets, earphones, or other devices that obstruct their hearing.

4. Required Equipment. Non-motorized vehicle or foot powered device operators must also be equipped with:

a. Helmets. All non-motorized vehicle or foot powered device operators will wear properly fastened helmets while riding aboard the Air Station. Elbow, wrist and kneepads are strongly recommended.

b. For safety, non-motorized vehicle or foot powered device operators shall wear brightly colored or reflective clothing to increase visibility during darkness.

3128. RADAR DETECTION DEVICES. The use of radar detection devices to indicate the presence of speed recording instruments or transmit erroneous speeds is prohibited.

3129. NOISE ORIGINATING FROM WITHIN VEHICLES

1. The driver will ensure that noise (whether from a car stereo or other source) does not exceed the following limits:

a. Noise shall not be heard above engine noise from any point outside the vehicle when all windows are closed.

b. Noise shall not be heard above engine noise from a distance of greater than 10 meters from the vehicle when one or more windows are open.

c. The noise from within the vehicle shall not be such as to interfere with the vehicle operator's ability to hear emergency vehicles approaching using sirens.

d. No obscene language will be heard outside the vehicle with window open or closed.

# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

## CHAPTER 3

### TRAFFIC SUPERVISION

#### SECTION 2: ACCIDENT INVESTIGATION AND REPORTING

3200. REPORTING ACCIDENTS. All traffic accidents involving government vehicles, occurring on the Air Station or off of the installation, will be reported immediately to the Provost Marshal or his representative.

3201. ON-STATION ACCIDENTS. Military police will perform detailed on-the-scene and follow-up investigations for all motor vehicle accidents involving a fatality, personal injury, or property damage in excess of \$500.00. Military Police will investigate all accidents that involve a government vehicle and any vehicle accident where the potential for litigation against the U.S. government or other significant federal interest exists. Investigation results will be recorded on OPNAV form 5527. The original copy will be retained in the Provost Marshal's Office.

1. Observation for impairment will be made of all drivers involved in traffic accidents investigated by the military police.
2. The Provost Marshal or his authorized representative, upon notification of a refusal to submit to or complete a chemical test, will terminate the registration for all vehicles registered to the subject driver and place that person's name on the revocation list.

3202. OFF-STATION ACCIDENTS. The Provost Marshal or his authorized representative will, through liaison with the civil law enforcement agencies, perform detailed on-the-scene and follow-up investigations, and obtain copies of respective agencies' reports for all motor vehicle accidents involving government vehicles or accidents resulting in death or disabling injury to Air Station military personnel occurring within an area of 100 miles. All accidents that involve a government vehicle or any vehicle accident where the potential for litigation against the U.S. government or other significant federal interest exists will be investigated. All accidents outside the designated areas will be investigated by the nearest military activity, upon request of the unit to which the involved personnel or material are attached.

3203. JAG MANUAL INVESTIGATIONS. Commanding Officers exercising special courts-martial jurisdiction will conduct investigations into motor vehicle accidents when required by the JAG Manual, both on and off the Air Station. Relevant information obtained by the Provost Marshal will be made available to the appointed investigating officer/body.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

CHAPTER 3

TRAFFIC SUPERVISION

SECTION 3: TOWING AND IMPOUNDMENT OF VEHICLES

3300. STANDARDS FOR IMPOUNDMENT. POV's will be impounded if they clearly interfere with ongoing operations or movement of traffic, threaten public safety or convenience, are involved in criminal activity, contain evidence of criminal activity, or are stolen or abandoned. Impoundment will only occur if reasonable alternatives do not exist.

1. Attempts will be made to locate the owner of the POV and have the vehicle removed.

2. The vehicle may be moved a short distance to a legal parking area and temporarily secured until the owner is found.

3. Another responsible person may be allowed to drive or tow the POV with permission from the owner/operator, or person empowered to control the vehicle. In this case the owner, operator, or person empowered to control the vehicle will be informed that military police personnel are not responsible for safeguarding the POV.

4. The owner of any vehicle left unattended and/or illegally parked for 24 hours shall be directed to remove the vehicle if the owner can be identified/located; if the owner cannot be found or fails to remove the vehicle as directed, the vehicle will be impounded by the Provost Marshal's Office and towed off-station by a commercial wrecker to a commercial storage lot. All charges and expenses for towing and storage will be borne by the owner of that vehicle.

5. Those unattended/illegally parked vehicles that may be impounded and towed immediately at the owner's expense fall into one or more of the following categories. Vehicles that:

- a. Present a traffic hazard to the motoring public.
- b. Block the normal flow of traffic.
- c. Are being stripped or vandalized.

d. Have been illegally brought aboard the Air Station by a suspended or revoked driver. If present, the spouse or owner may remove the vehicle if otherwise competent to drive.

e. Have been involved in the commission of a crime, such vehicles may be impounded as evidence.

f. Have inadequate insurance coverage.

g. Have illegal registration or plates.

h. Interfere with operational commitments.

3301. PROCEDURES FOR IMPOUNDMENT. An abandoned vehicle notice will be conspicuously placed on vehicles considered unattended and an entry made in the Military Police Desk Journal. The owner will be allowed 3 days from the date the POV is tagged to remove the vehicle before impoundment action is initiated. After this period has passed, either a government wrecker or a contracted wrecker service will remove the vehicle.

1. An inventory listing personal property will be done to protect the owner, law enforcement personnel, the contractor, and the Station Commander. Personal property found will be placed in a secure area for safekeeping.

2. A notice of vehicle impoundment will be forwarded by certified mail to the address of the last known owner of the vehicle to advise the owner of the impoundment action, and request information concerning the owner's intentions pertaining to the disposition of the vehicle.

3. If the vehicle is to be held for evidentiary purposes, it will remain in the custody of the military police until law enforcement purposes are served.

4. Recovered stolen POV's will be released to the registered owner, unless held for evidentiary purposes, or to the law enforcement agency reporting the vehicle stolen, as appropriate.

3302. SEARCH INCIDENT TO IMPOUNDMENT BASED ON CRIMINAL ACTIVITY

1. If a property search of a vehicle related to an investigation of criminal activity needs to be conducted and the owner or operator is not present, a search authority should be obtained unless the item to be seized is in plain view or is readily discernible on the outside as evidence of criminal activity. When in doubt, proper search authority should be obtained.
2. If the owner or operator is present and a danger exists to the military police or public or if there is a risk of loss or destruction of evidence, an investigative type search of the vehicle may be conducted without search authority.

3303. DISPOSITION OF VEHICLES AFTER IMPOUNDMENT

1. If the POV is impounded for evidentiary purposes, the vehicle can be held for as long as the evidentiary or law enforcement purpose exists. The vehicle will then be returned to the owner without delay unless directed otherwise by competent authority.
2. If the vehicle is unclaimed after 120 days from the date notification was mailed to the last known owner or the owner released the vehicle by properly completing the appropriate release form, the vehicle will either be released to the lien holder or processed as abandoned property in accordance with the current edition of DoD 4160.21.

3304. OPERATION OF COMMERCIAL WRECKER SERVICE

1. All commercial wrecker services operating aboard the Air Station will comply with state and county regulations pertaining to the towing and storage of motor vehicles and property.
2. All wrecker services must be available on a 24-hour basis.
3. Wrecker owner/operators are prohibited from soliciting business at traffic accident scenes.
4. When called, the wrecker service must immediately inform the Military Police Desk Sergeant whether a wrecker is available to make

the tow. There will be no substitutions of wrecker services. If one wrecker service is not available, the wrecker owner/operator cannot accept the call and have another service make the tow.

5. The maximum response time for the summoned wrecker service is thirty minutes. If due to climatic conditions, i.e., snow, ice, etc., the wrecker service is unable to meet the thirty minutes response time, then an additional fifteen minutes will normally be allowed. If climatic conditions are favorable and the response time has expired, then the next wrecker service on the wrecker rotation list will be contacted for the tow.

6. Wrecker services responding to a call will not use emergency flashers or amber lights unless specifically directed by the on-scene military police.

7. No wrecker service is authorized to exceed the posted speed limit aboard the Air Station.

8. All wrecker services will be equipped as follows:

- a. Prescribed emergency lights.
- b. Dual rear tires.
- c. Hand and power winches.
- d. Flares.
- e. Broom.
- f. Shovel.
- g. Fire extinguisher.
- h. Pry bar.
- i. Dollies.
- j. Unlocking device (slim-jim).

9. Wreckers must be capable (large enough) of extracting vehicles from ditches, mud, creeks, etc.

10. Once the first hook is connected, that wrecker owner/operator assumes total responsibility for any additional damage or loss to the motor vehicle/property until such time as the owner receives the motor vehicle/property.
11. When damage is unlikely to result to the towed vehicle by towing it without using a vehicle dolly, the wrecker owner/operator will attempt to mechanically place the transmission in the neutral position rather than to utilize a vehicle dolly.
12. Wrecker owner/operators will ensure all debris is removed from the roadway prior to leaving the traffic accident scene.
13. Wrecker services will not release towed vehicles unless authorized by the registered owner, Security Department, or the title to the vehicle/property is obtained from the State.
14. The wrecker services must notify the Security Department (Traffic Branch) when it obtains title to a vehicle or desires to otherwise dispose of it. This does not include returns to registered owners.
15. The wrecker services will maintain accurate records of all vehicles/property removed from the Air Station. These records will include but not be limited to the following:
  - a. Date, time, and location of tow.
  - b. Name of military police authorizing tow.
  - c. Name of wrecker service driver.
  - d. Date state notified of tow.
  - e. Date title applied for.
  - f. Final disposition of vehicle.
16. All wrecker services owner/operators will apply to the Provost Marshal for designation as an authorized wrecker service for the Air Station in writing (Appendix H).
17. To safeguard against the unauthorized removal of vehicles from the Air Station all towing companies attempting to access the Air Station will fill out the MCAS Vehicle Removal Authorization Form

## 3305 MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

(Appendix I). Furthermore, any towing company which states that it is coming aboard the Air Station to repossess a vehicle, will be instructed to report to the Joint Law Center, so that the Joint Law Center can ensure the towing company has the proper paperwork for the removal. Towing companies attempting to gain access after hours will be instructed by the gate sentries to report to the Joint Law Center on the next business day.

18. Authorized wrecker services are authorized to charge a fee for their services. Maximum rates are listed in (Appendix J).

3305. OPERATION OF GOVERNMENT WRECKER SERVICE

1. Government wreckers shall be utilized to tow impounded vehicles that fall into one or more of the following categories:

- a. The owner cannot be identified.
- b. The vehicle is to be impounded, for example, as evidence.
- c. The owner is on TAD, deployed, UA, or otherwise temporarily away from the Air Station.
- d. The owner has been transferred to another duty station.

2. Motor vehicles/property not claimed by the owner within 120 days will be disposed of in accordance with the current edition of DoD Manual 4160.21M, Part 56, Chapter 6.

3306. LIAISON RESPONSIBILITY. The Provost Marshal shall maintain:

1. Liaison with the commercial wrecker services desiring to operate aboard the Air Station.
2. Ensure that the authorized maximum rate fees are not exceeded.
3. Maintain an Authorized Wrecker Services List.
4. Maintain on file an Acceptance Agreement Statement between the wrecker service and the Air Station that will be renewed annually by 31 January of each year.

5. Maintain a Wrecker Services Rotation Log.
6. Maintain records of all vehicles/property that are impounded.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

CHAPTER 4

MISCELLANEOUS

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# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

## CHAPTER 4

### MISCELLANEOUS

4000. REMOVAL OF PROPERTY. The removal from this Air Station of any property owned by the United States Government, except upon permission from proper authority, is prohibited.

4001. PROPERTY PASSES. The only authorized pass for military and civilian personnel desiring to carry private or public property from the Air Station is Equipment Custody Record 4440 (ECR 4440).

1. Private property will require a pass only when it might be confused with Government property.
2. Public or government property (except enlisted uniform clothing properly marked with the individual's name) will require a property pass at all times.
3. Property passes will be obtained, prepared, signed, and collected per existing local directives.

4002. JOGGING/PHYSICAL FITNESS FORMATION SAFETY AND REGULATIONS. The safety of all service members, family members, and guests aboard the installation is the first priority. Regulations have been established specifically to ensure their safety, protect drivers, and maintain individual unit readiness. The following regulations are to be complied with:

1. Joggers will run on the left side of the road facing oncoming traffic, in the absence of a sidewalk or trail.
2. "Individuals will not jog, run or walk on roadways during high traffic density and peak traffic periods. When jogging on roadways not defined above, personnel should jog in patrolled areas and wear light colored clothing. During periods of reduced visibility and before morning colors and after evening colors, personnel shall wear retro-reflective clothing, vest or belt when conducting physical training or exercising ~~on or near roadways~~. **OUTDOORS.**"
54. Troop formations will not run in the housing areas or on Roosevelt Blvd., Cunningham Blvd., or Slocum Road.

- ~~65~~. Formations will travel as close as possible to the edge of the roadway except when turning left. Ensure unit leaders and escorts are not in the traffic lane.
- ~~76~~. Post guards at crossroads and intersections. Road guards must wear reflective vests at all times. During the hours of darkness and reduced visibility formations must be equipped with lighting equipment (flashlights).
- ~~97~~. Use only authorized emergency vehicles for escorting or trailing formations.
- ~~118~~. Violations of station policy will be subject to disciplinary action.

4003. VEHICLE IDENTIFICATION. All vehicles belonging to "Civilian Taxi Operators" and "Civilian Salesmen" will prominently display at all times while on board the Air Station, either commercially painted or permanently fixed signs on both sides of the vehicle, with the firm's name and/or type of business for which it is engaged aboard this Air Station. Commercial vehicle operators and passengers must be representing their companies on bona fide deliveries, installation service requests, or conducting authorized business with appropriated and/or non-appropriated fund activities.

4004. HORSES. Horses are permitted on board the Air Station in the designated stable areas and on authorized riding trails.

1. Horses will not be ridden or walked on streets and walkways without specific approval from the CG.
2. Movement of horses to and from the stable shall be by suitable trailer.

4005. LOITERING. During the hours of darkness, no individual or group shall be permitted to loiter or stand idly about on the street, sidewalks, parking lots, playground areas, or other public places of the Air Station (to include housing areas).

2. Unofficial photography of Command designated "**RESTRICTED AREAS**" is strictly prohibited.

3. 2D MAW, Squadron Commanders are responsible for controlling unofficial photography in their areas. Unofficial photography may be approved within controlled areas of the flight line. Approval for the conduct of such photography must be granted by the appropriate

4006. INFLAMMATORY VEHICLE DECALS. It is prohibited to display any sign, poster, decals, bumper sticker, emblem, or insignia on any motor vehicle operated on this Air Station which is determined to be obscene, profane, defaming to the flag of the United States or to any person or persons, organization, association, institution, fraternity, club or group, or which display presents a clear danger to the loyalty, discipline, morale of military personnel, or presents a potential for disruptive conduct and interference with the mission of this Command. The unauthorized display of such a sign, poster, decal, bumper sticker, emblem or insignia on any motor vehicle may be grounds for suspension or revocation of Air Station driving privileges or denial of admission to this installation. The Staff Judge Advocate on a case-by-case basis will review any suspected violations of the above.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

CHAPTER 5

STATION TRAFFIC COURT

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# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

## CHAPTER 5

### STATION TRAFFIC COURT

#### 5000. STATION TRAFFIC COURT

1. Authority. This is an administrative system established by the CG to promote traffic control and safety aboard the Air Station. Actions by the Station Traffic Court include, but are not limited to, assignment of points, suspension or revocation of driving privileges, and assignment to Remedial Driver Training. Attendance at the Station Traffic Court is optional, in that failure to appear when scheduled constitutes an automatic guilty plea with appropriate points, suspension, or revocation assessed (Appendix L).
2. Offenses Handled. Station Traffic Court will handle offenses involving violations of military orders and instructions pertaining to traffic and parking violations, littering, and related offenses, as well as all violations committed by government vehicle operators aboard this Station as stated in (Appendix L).
3. Point Assessments. The Provost Marshal will record the appropriate number of points on an individual's driving record when notified of a traffic violation adjudicated by Station, state, or federal court, or when state authority disposes of the violation committed within its jurisdiction by point assessment. When more than one violation is committed on a single occasion, the points assessed will be for the offense having the greatest point value.
4. Suspension/Revocation of Driving Privileges. Upon reasonable cause, the Station Traffic Court is authorized to suspend or revoke driving privileges. The Provost Marshal will notify an individual of suspension/revocation in writing and will also notify the individual's commanding officer (Appendixes D, K, M and N). Commanders are responsible for ensuring compliance. Before the permanent suspension/revocation of driving privileges, the individual will be afforded an opportunity to show cause why the Station Traffic Court should not take this action. Failure to request a hearing, or to appear on the date assigned, will automatically result in suspension/revocation of driving privileges:

a. For the duration of any state suspension/revocation of a driver's license.

b. For up to 6 months for receiving 6 citations for illegal parking, including warning citations, in a 6 month period.

c. For accumulating 12 or more points within 12 consecutive months, or 18 points within 24 months.

d. For operating a vehicle while privileges or license has been suspended by military or civilian authority.

e. When convicted by court martial or when non-judicial punishment is imposed for driving under the influence of alcohol.

f. Upon forfeiting bail or being convicted for driving under the influence of alcohol or drugs, manslaughter involving a vehicle, negligent homicide, or the commission of any felony crime involving a vehicle.

g. For 1 year upon refusal to be tested for alcohol or other drug, per the implied consent law.

h. When notified of a positive result of a urinalysis test or for having drugs or drug paraphernalia in a vehicle.

i. Suspension/revocations of state driving privileges that occur off Station, related to an alcohol-related offense are to be immediately handled by the Station Traffic Court Judge following the incident. The suspect will report to PMO for processing and his/her Station driving privileges will be temporarily suspended. The suspect will be instructed to report to Pass and ID for the issuance of a traffic court date at the next available time. Then every month thereafter the suspect will continue to report back to the traffic court until the case has been adjudicated by a civilian court. If the state revoking/suspending the suspect's privileges grants limited driving privileges, then the suspect will show proof of this, along with a letter of recommendation from his/her commanding officer for limited driving privileges, to the traffic court judge for further consideration.

5. Decal Removal

a. Military police will remove DoD decals from all vehicles that a suspended/revoked driver has registered. The individual's command will ensure all decals are surrendered and the vehicles are taken off Station within 24 hours of the suspension.

b. When a person's Station driving privileges are suspended, but another member of the household is authorized driving privileges, Pass and Identification office will affix an international orange "SM" or "SW" decal beside the DoD decal on each registered vehicle. For example, if a male member of the household is suspended, an "SM" will be affixed. If a person of the same sex as the suspended or revoked person drives the car on Station, military police may stop the driver to verify that the operator is not under suspension or revocation (Appendix O).

6. Reinstatement of Driving Privileges. Driving privileges which have been revoked or suspended are automatically reinstated upon expiration of revocation or suspension, provided all imposed preconditions have been met. Persons whose driver's license is suspended or revoked will not be granted driving privileges until they have been re-licensed by the authority originally invoking the suspension or revocation. A DoD decal may be applied for on the last day of the period of suspension/revocation.

7. Appeal. Any person whose Station driving privileges have been suspended or revoked by the Station Traffic Court may appeal, in writing, to the CG (Attn: Station Inspector), via their chain of command, within 10 working days from the date of notice. An appeal must be based on fact and will be judged on its merits. The appeal must state clearly why the action warrants review by the CG. Unit commanders will process appeals as expeditiously as possible and verify serious family hardship facts or other facts, and include a recommendation. Suspensions remain in effect while the appeal is being processed.

5001. REMEDIAL DRIVER TRAINING SCHOOL

1. General. Remedial Driver Training School is established per MCO 5110.1 and is operated by the Station Joint Safety Office. The

school provides 6 hours of instruction conducted during working hours. Failure to complete the course when required will result in suspension of driving privileges until the course is satisfactorily completed. Anyone desiring to attend voluntarily is encouraged to do so, with no jeopardy of losing driving privileges for partial completion.

2. Assignment of Military Persons. The Station Traffic Court and the Provost Marshal may direct military personnel to attend when appropriate. Unless this training has been successfully completed within the preceding three months, all military personnel must attend the earliest available class when they:

- a. Accumulate six traffic points in one year.
- b. Are at fault in an accident while operating a government vehicle.

3. Assignment of Civilians. Per MCO 5110.1, civilian personnel, contractor employees, and family members cannot be directed to attend Remedial Driver Training for the same offenses which military personnel can be assigned. However, they can be offered a choice of attending the school, completing an 8-hour National Safety Council's Defensive Driving Course conducted off-Station, or having their driving privileges suspended. Civilian employees will not be paid for the time spent attending either school.

4. Procedures

a. The Station Joint Safety Officer will publish schedules and will provide the facilities and instructors to support the Remedial Driver Training School. The Station Joint Safety Officer will submit a report of attendees to the Provost Marshal, with a copy to the Station Inspector, within one working day after each class.

b. Personnel assigned to attend the Remedial Driver Training School will be notified of date and time to attend the school. Failure to report for the scheduled class without appropriate approval or failure to complete the course will result in suspension of driving privileges, and possibly disciplinary action under the UCMJ.

c. Unit commanders may order military personnel to attend the Remedial Driver Training when such training is deemed appropriate.

5002. SUSPENSION/REVOCAION OF GOVERNMENT MOTOR VEHICLE OPERATOR'S LICENSE

1. The Provost Marshal will notify commanding officers when the Station Traffic Court suspends a military member's driving privileges. MCO 11240.66 states, when warranted, commanding officers have authority to suspend an OF-346 and prescribe required administrative actions. DoD 1010.7 requires that military personnel be prohibited from obtaining/using an OF-346 for 6 months for each DWI incident. Commanders may grant exceptions when it is determined that such suspension would seriously affect military mission requirements. However, the Provost Marshal will be notified in writing within three working days of such action. If the suspension is based upon a suspension of a state driver's license by civil authorities, then per MCO 5110.1, operation of a government vehicle will be restricted to on Station.

2. The Provost Marshal will notify the appropriate personnel office when the Station Traffic Court suspends the driving privileges of a civilian employee. If the employee possesses a valid OF-346 when notified, then appropriate action will be taken under Federal Personnel Manual, Chapter 930 or other applicable laws and regulations concerning civilian personnel.

5003. DRIVER RECORDS

1. Maintenance. The Provost Marshal will maintain a record of all traffic violations by drivers of vehicles registered aboard the Station. Notice of traffic violations by persons whose vehicle is registered at another installation will be forwarded to the other command for adjudication (Appendix P).

2. Forwarding Upon Transfer. Individual driving records reflecting incidents related to the operation and registration of motor vehicles will be forwarded to the next duty station when the service member is transferred.

3. State Notification. DoD 1010.7 requires state driver's license agencies be notified of DoD personnel whose installation driving privileges are revoked for one year or more following adjudication of an intoxicated driving offense or upon refusal to submit to a lawful BAC test.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

CHAPTER 6

ACCESS CONTROL PROCEDURES FOR OPEN HOUSE/SPECIAL EVENTS

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# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

## CHAPTER 6

### ACCESS CONTROL PROCEDURES FOR OPEN HOUSE/SPECIAL EVENTS

#### 6000. OPEN HOUSE EVENTS

1. Policy. Open House events open to the general public require approval from the CG prior to any advertisement.
2. Procedures. MCCS and other sponsors of Open House events will provide a roster of all vendors to the Pass and ID Office, via PMO Operations, 48 hours prior to the event. Sponsors of Open House events will provide the Director of Operations and PMO with an access control/security Letter of Instruction (LOI) that will include but is not limited to the following:
  - a. All force protection measures implemented or planned.
  - b. Centralized parking requests.
  - c. Security Plan (concert events, etc.).
  - d. Guest lists.

#### 6001. SPECIAL EVENTS

1. Policy. Special Events are weddings, reunions, funerals, and dinners held aboard the Air Station by an authorized sponsor. Authorized sponsors are considered to be active duty/retired service members, their family members, and Civil Service and MCCS employees currently working aboard the Air Station.
2. Procedures. Special Event Requests may be picked up from the Pass and ID Office and must be submitted via MCCS five days prior if the event is being held at one of their facilities. All requests will be forwarded to the Provost Marshal's Office 48 hours prior to the event to ensure proper security and traffic planning are in place. Special events not using MCCS facilities will be submitted to the Provost Marshal's Office 48 hours prior to the event for approval (Appendixes Q and R).

6001

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

- a. The sponsor must provide all required information to include a visitor guest list.
- b. All guests must meet entry requirement as outlined in chapter 2 of this Manual.
- c. Special Events which have more than 20 guests can request Special Event Passes be issued from the Main Gate Sentry.
- d. Special Events that have less than 20 guests will pick up their Special Event Passes from the Visitor's Center.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX A

ALCOHOLIC INFLUENCE REPORT

INSTALLATION		VIOLATION REPORT NO.		ACCIDENT REPORT NO.	
DATE, TIME AND LOCATION OF ACCIDENT OR INCIDENT			DATE AND TIME IN CUSTODY		APPREHENDING OFFICER
NAME OF SUBJECT			GRADE/CATEGORY		SSN
UNIT OF ASSIGNMENT/ADDRESS					
AGE	SEX <input type="checkbox"/> Male <input type="checkbox"/> Female	APPROX. WEIGHT	OPERATOR'S LICENSE NO.		STATE
			<input type="checkbox"/> DRIVER		<input type="checkbox"/> PASSENGER <input type="checkbox"/> PEDESTRIAN

*(Check all applicable boxes describing conditions observed, i.e., more than one box may be checked to describe conditions observed)*

SECTION I - OBSERVATIONS

MADE BY (Name, grade, SSN & organization)			WITNESSED BY (Name, grade, SSN & organization)		
CLOTHES <i>(Describe type &amp; color)</i>	HAT OR CAP				
	JACKET OR COAT				
	SHIRT OR DRESS				
	PANTS OR SKIRT				
	CONDITION	<input type="checkbox"/> Disorderly <input type="checkbox"/> Mussed	<input type="checkbox"/> Disarranged <input type="checkbox"/> Orderly	DESCRIBE	
BREATH	ODOR OF ALCOHOLIC BEVERAGE				
	<input type="checkbox"/> Strong <input type="checkbox"/> Moderate <input type="checkbox"/> Faint <input type="checkbox"/> None				
ATTITUDE	<input type="checkbox"/> Excited <input type="checkbox"/> Hilarious <input type="checkbox"/> Talkative <input type="checkbox"/> Carefree <input type="checkbox"/> Sleepy <input type="checkbox"/> Profanity <input type="checkbox"/> Combative <input type="checkbox"/> Indifferent <input type="checkbox"/> Insulting <input type="checkbox"/> Cocky <input type="checkbox"/> Cooperative <input type="checkbox"/> Polite				
UNUSUAL ACTIONS	<input type="checkbox"/> Hiccoughing <input type="checkbox"/> Belching <input type="checkbox"/> Vomiting <input type="checkbox"/> Fighting <input type="checkbox"/> Crying <input type="checkbox"/> Laughing				
SPEECH	<input type="checkbox"/> Not understandable <input type="checkbox"/> Mumbled <input type="checkbox"/> Slurred <input type="checkbox"/> Mush Mouthed <input type="checkbox"/> Confused <input type="checkbox"/> Thick Tongued <input type="checkbox"/> Sluttered <input type="checkbox"/> Accent <input type="checkbox"/> Fair <input type="checkbox"/> Good				
SPONTANEOUS ACTS (Statements, walking, turning, etc.)					

INDICATE BRIEFLY WHAT FIRST LED YOU TO SUSPECT ALCOHOLIC INFLUENCE	SIGNS OR COMPLAINT OF ILLNESS OR INJURY
--	---

SECTION II - PERFORMANCE TESTS (Warning of rights in accordance with separate departmental policy is required for military personnel)

ADMINISTERED BY (Name, grade, SSN & organization)			DATE & TIME TESTS PERFORMED		
BALANCE	<input type="checkbox"/> Falling <input type="checkbox"/> Needed Support <input type="checkbox"/> Wobbling <input type="checkbox"/> Swaying <input type="checkbox"/> Unsure <input type="checkbox"/> Sure				
WALKING	<input type="checkbox"/> Falling <input type="checkbox"/> Staggering <input type="checkbox"/> Stumbling <input type="checkbox"/> Swaying <input type="checkbox"/> Unsure <input type="checkbox"/> Sure				
TURNING	<input type="checkbox"/> Falling <input type="checkbox"/> Staggering <input type="checkbox"/> Hesitant <input type="checkbox"/> Swaying <input type="checkbox"/> Unsure <input type="checkbox"/> Sure				
FINGER TO NOSE	RIGHT		LEFT		
	<input type="checkbox"/> Completely missed <input type="checkbox"/> Hesitant <input type="checkbox"/> Sure		<input type="checkbox"/> Completely missed <input type="checkbox"/> Hesitant <input type="checkbox"/> Sure		
COINS	<input type="checkbox"/> Unable <input type="checkbox"/> Fumbling <input type="checkbox"/> Slow <input type="checkbox"/> Sure		BALANCE DURING COIN TEST		
	<input type="checkbox"/> Other				
ABILITY TO UNDERSTAND INSTRUCTIONS	Poor <input type="checkbox"/> Fair <input type="checkbox"/> Good		EFFECTS OF ALCOHOL <input type="checkbox"/> Extreme <input type="checkbox"/> Obvious <input type="checkbox"/> Slight		
			None <input type="checkbox"/> ABILITY TO DRIVE <input type="checkbox"/> Unfit <input type="checkbox"/> Fit		
REMARKS					

# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

## SECTION III - INTERVIEW *(Warning of rights in accordance with separate departmental policy is required for all personnel)*

Were you operating a vehicle? \_\_\_\_\_ Where were you going? \_\_\_\_\_

What street or highway were you on? \_\_\_\_\_ Direction of travel? \_\_\_\_\_

Where did you start from? \_\_\_\_\_ What time did you start? \_\_\_\_\_ What time is it now? \_\_\_\_\_

What city (county) are you in now? \_\_\_\_\_ What is the date? \_\_\_\_\_ What day of the week is it? \_\_\_\_\_

INTERVIEWER TO FILL IN ACTUAL TIME DAY DATE INTERVIEWER'S NAME

When did you last eat? \_\_\_\_\_ What did you eat? \_\_\_\_\_

What were you doing during the last three hours? \_\_\_\_\_

Have you been drinking? \_\_\_\_\_ What? \_\_\_\_\_ How much? \_\_\_\_\_ Where? \_\_\_\_\_

Time started? \_\_\_\_\_ Time stopped? \_\_\_\_\_ Are you under the influence of an alcoholic beverage now? \_\_\_\_\_

What is your occupation? \_\_\_\_\_ When did you last work? \_\_\_\_\_

Do you have any physical defects? \_\_\_\_\_ If so, what's wrong? \_\_\_\_\_

Do you limp? \_\_\_\_\_ Have you been injured lately? \_\_\_\_\_ If so, what's wrong? \_\_\_\_\_

Are you ill? \_\_\_\_\_ If so, what's wrong? \_\_\_\_\_

Did you get a bump on the head? \_\_\_\_\_ Were you involved in an accident today? \_\_\_\_\_ Have you had any alcoholic beverage since the \_\_\_\_\_

If so, what? \_\_\_\_\_ Where? \_\_\_\_\_ How much? \_\_\_\_\_ When? \_\_\_\_\_

Have you seen a doctor or dentist lately? \_\_\_\_\_ If so, who? \_\_\_\_\_ When? \_\_\_\_\_

What for? \_\_\_\_\_ Are you taking tranquilizers, pills or medicines of any kind? \_\_\_\_\_

If so, what kind? (Get sample) \_\_\_\_\_ Last dose? \_\_\_\_\_ Do you have epilepsy? \_\_\_\_\_ Diabetes? \_\_\_\_\_

Do you take insulin? \_\_\_\_\_ If so, last dose? \_\_\_\_\_ Have you had any injections of any other drugs recently? \_\_\_\_\_

If so, what for? \_\_\_\_\_ What kind of drug? \_\_\_\_\_ Last dose? \_\_\_\_\_

When did you last sleep? \_\_\_\_\_ How much sleep did you have? \_\_\_\_\_ Are you wearing false teeth? \_\_\_\_\_ Glass eye? \_\_\_\_\_

HANDWRITING SPECIMEN *(Signature and/or anything he chooses)*

### SECTION IV - CHEMICAL TEST DATA

TYPE OF SPECIMEN TIME, DATE AND LOCATION OF TEST

Blood  Breath  Saliva  Urine  Other

ADMINISTERED BY *(Name, grade, SSN & organization)* TEST RESULT

IF TEST REFUSED, OR UNABLE TO BE ADMINISTERED, STATE REASON

### SECTION V - VIDEO TAPE, MOTION PICTURE, VOICE RECORDINGS

TYPE COVERAGE SCOPE OF COVERAGE

Video tape  Motion Picture  Voice  Observation  Performance test  Interview

TAKEN BY *(Name, grade, SSN & organization)* REFERENCE CODE

### SECTION VI - SUPPLEMENTARY DATA

	NAME	ADDRESS	TELEPHONE NO.	CONDITION
WITNESSES				
PASSENGERS IN SUSPECT'S VEHICLE				

DD Form 1920 Reverse, AUG 73

# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

## APPENDIX B

### CHEMICAL TESTING POLICIES AND PROCEDURES

1. GENERAL. Breath tests are performed by qualified personnel using a quantitative chemical breath test device approved by designated authorities of the state in which the installation is located per procedures established by such authority. Persons accepting MCAS Cherry Point driving privileges shall be deemed to have given their consent to evidential tests for alcohol or other drug content of their blood, breath, and/or urine if lawful stopped, apprehended, or cited for any offense allegedly committed while driving or in physical control of a motor vehicle on U.S. military property while suspected to be under the influence of intoxicants. The person has a right to refuse to be tested. The test results, or the fact of the person's refusal, will be admissible in evidence at trial on the offense charged. The driver will indicate in writing their choice or a refusal to submit to a test. Refusal to take any required test or tests will result in an immediate revocation of the person's driving privileges for at least 12 months.

2. CHEMICAL BREATH TEST PROCEDURE. The following procedures will apply to the quantitative chemical breath testing devices:

a. Observe the person to be tested for at least 15 minutes prior to the collection of the breath specimen, during which period the person must not have ingested alcoholic beverages or other fluids, regurgitated, eaten or smoked.

b. Verify proper operation of the chemical breath test device through its internal circuitry test.

c. Comply with operational procedures set forth in the current instruction manual of the manufacturer for the instrument in use.

3. CHEMICAL TESTING OF PERSONNEL INVOLVED IN FATAL ACCIDENTS

a. Naval Hospital personnel will immediately notify the installation Provost Marshal or his representative of the death of any person as a result of an accident involving a motor vehicle and the circumstances surrounding the accident.

b. In the case of drivers killed in motor vehicle accidents and death of pedestrians subject to military jurisdiction, or other

## MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

pedestrians 16 years of age or older when consent of sponsor is obtained, Naval Hospital, Cherry Point will be requested to examine presence and percentage concentration of alcohol, and drugs, if feasible, in the blood or other fluids in the victim. This information shall be submitted with the report.

c. To the extent provided by law and medical conditions permitting, a blood or breath sample will be obtained from any surviving operator whose motor vehicle is involved in a fatal accident.

### 4. MEDICAL CONSIDERATIONS

a. In the event that a quantitative chemical breath test of a subject indicates a BAC of .30 or above, a second test should be administered after a waiting period of 20 minutes. If the second test indicates a continuing rise, the subject will be immediately referred to the Naval Hospital.

b. If a quantitative chemical breath test of a subject indicates a BAC of less than .05 percent and there is evidence of strong physical impairment, the individual should be referred for medical evaluation and treatment, as appropriate.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX C  
VEHICLE USE PERMIT

1. I \_\_\_\_\_  
(Rank) (Last) (First) (MI) (SSN) (Unit)

GIVE \_\_\_\_\_  
(Rank) (Last) (First) (MI) (SSN) (Unit)

PERMISSION TO OPERATE MY VEHICLE:

\_\_\_\_\_  
(YEAR) (MAKE) (MODEL)

\_\_\_\_\_  
(VIN#) (LIC#) (STATE)

ABOARD MCAS CHERRY POINT.

2. I POSSESS MOTOR VEHICLE LIABILITY INSURANCE FOR THE ABOVE STATED VEHICLE TO MEET OR EXCEED THE MINIMUM REQUIREMENTS FOR THE STATE OF NORTH CAROLINA WITH

\_\_\_\_\_  
(Company) (Policy #)

3. I WILL MAINTAIN THE ABOVE MOTOR VEHICLE INSURANCE WHILE THE ABOVE STATED VEHICLE IS REGISTERED ABOARD MCAS CHERRY POINT.

4. I ALSO AFFIRM THAT THE ABOVE MENTIONED PERSON AND MYSELF DO NOT HAVE ANY SUSPENDED OR REVOKED DRIVING PRIVILEGES IN ANY STATE, ABOARD MCAS CHERRY POINT, OR ANY OTHER FEDERAL INSTALLATION.

5. THE ABOVE-MENTIONED PERSON IS DESIGNATED AND WILL REMAIN DESIGNATED AS PRINCIPAL OPERATOR OF THE LISTED VEHICLE UNTIL \_\_\_\_\_  
(YY MM DD)

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(RELATIONSHIP)

SUBSCRIBED AND SWORN BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(NOTARY PUBLIC)

MY COMMISSION EXPIRES ON \_\_\_\_\_  
(YY MM DD)

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX D

TEMPORARY SUSPENSION AND ACKNOWLEDGMENT  
OF SUSPENSION OF STATION DRIVING PRIVILEGES

**UNITED STATES MARINE CORPS**

SECURITY DEPARTMENT  
PSC Box 8035  
Marine Corps Air Station  
Cherry Point, North Carolina 28533-0035

5560  
PMO

\_\_\_\_\_  
Date

From: Provost Marshal, Marine Corps Air Station, Cherry Point

To: \_\_\_\_\_

Subj: TEMPORARY SUSPENSION AND ACKNOWLEDGMENT OF SUSPENSION OF STATION DRIVING PRIVILEGES

1. Your driving privileges aboard MCAS, Cherry Point, North Carolina, have been temporarily suspended for the reason(s) indicated:

- You were apprehended for driving while intoxicated/driving under the influence (BAC \_\_\_\_\_ %) and your driving privileges are temporarily suspended pending an appearance before the Station Traffic Court Hearing Officer. \_\_\_\_\_ Initials
- You refused to submit to a breathalyzer test and your driving privileges are temporarily suspended pending your appearance before the Station Traffic Court Hearing Officer or Federal Magistrate. \_\_\_\_\_ Initials
- You are suspected of a drug violation while operating a motor vehicle and you refused to voluntarily submit to a urinalysis. \_\_\_\_\_ Initials
- You were apprehended while driving on State Revocation or Suspension in the State of \_\_\_\_\_ . \_\_\_\_\_ Initials
- Other: \_\_\_\_\_ . \_\_\_\_\_ Initials

2. This suspension is temporary pending your appearance before the MCAS Traffic Court Hearing Officer.

3. You are directed to report to the Pass and ID Office, building 251, within 3 working days to schedule a traffic court date to appear before the MCAS Traffic Court Hearing Officer.

4. This temporary suspension is effective immediately upon receipt of this notification.

5. You are advised that your temporary suspension may become a permanent suspension or revocation, for a specific period of time, if such penalty is assessed by the MCAS Traffic Court Hearing Officer at a full hearing.

6. You have the right to request, in writing, within 5 working days of this notification, a preliminary hearing before the MCAS Traffic Court Hearing Officer, to determine if the temporary suspension should be vacated pending resolution of the matter by the Traffic Court Hearing Officer at a full hearing. Failure to request a preliminary hearing will result in the continuation of this temporary suspension until there has been a judicial, non-judicial, or administrative resolution.

7. Federal civilian employees have the right to have a personal representative present at the preliminary hearing where authorized by regulations.

CHRISTOPHER F. AJINGA

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

ACKNOWLEDGMENT OF SUSPENSION OF DRIVING PRIVILEGES

I hereby acknowledge that my Station Driving Privileges have been temporarily suspended as a direct result of the violation(s) indicated on the reverse side of this form. I understand that, if married, I must report to Vehicle Registration within 24 hours to have a restricted decal affixed to my vehicle. I also understand that only my legally licensed dependents may operate my vehicle(s). If single, I understand that I am to cause my vehicle(s) to be removed from government property immediately. Further, should I fail to comply with these orders, I understand this will result in my vehicle(s) being impounded at my expense. I understand that I am not to operate any motor vehicle on any portion of government property which includes, but is not limited to:

- a. Marine Corps Air Station, Cherry Point or;
- b. Any housing area of Marine Corps Air Station, Cherry Point or;
- c. The area located on Highway 101, adjacent to Marine Corps Air Station, Cherry Point, known as Military Park or;
- d. MCOLF Bogue Field, NC or;
- e. MCALF Atlantic Field or;
- f. MCOLF Oak Grove or;
- g. Camp Lejeune and its housing areas or;
- h. New River Air Station and its housing areas.

PATROLMAN: \_\_\_\_\_ VIOLATOR: \_\_\_\_\_

WITNESS: \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

NOTE: The unit representative must sign as a witness at the time of release.

# MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

## APPENDIX E

### MOTORCYCLE OPERATION EDUCATION COURSE

1. All operators are required to successfully complete an Approved Motorcycle Safety Foundation (MSF) Rider Education Course prior to operating a motorcycle aboard the Air Station. The Joint Safety Officer will have overall responsibility for administration and coordination of the motorcycle course. If an individual possesses a valid MSF certification from another DoD installation or state it will be honored.
2. The education and knowledge test shall consist of the following:
  - a. Basic and advanced driving procedures, including techniques for coping with emergency situations.
  - b. Rules of the road, North Carolina laws, local ordinances, and motorcycle equipment requirements.
  - c. Operation of motorcycles on streets and highways.
  - d. Measures designated to:
    - (1) Aid the operator to avoid crashes.
    - (2) Protect the operator and passengers in a crash.
  - e. Highway design features which apply to safe motorcycle operations.
  - f. The difference in the characteristics of urban and rural driving, including safe use of expressways.
  - g. Hazardous road conditions, includes holes, sand, rock, oil slicks, ice, rain, snow, curves, bridge gratings, road banking, railroad tracks, etc.
  - h. The importance of personal safety clothing and motorcycle safety equipment.
  - i. A written test specifically designed to determine the applicant's knowledge of the safe operation of a motorcycle.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX F

INSPECTION CRITERIA FOR MOTORCYCLES

1. Prior to the inspection by the Motorcycle Safety Inspector and/or Joint Safety Office Representative, a period of instruction will be given to owners on prevention maintenance with emphasis on critical motorcycle systems and subsystems.

2. The following motorcycle equipment shall be inspected. Motorcycles not meeting the criteria set forth herein shall not be permitted to continue operating aboard the Air Station.

a. Steering and Wheel Alignment

(1) Motorcycles will be equipped with stock front forks or extensions not exceeding six inches and the frame and front fork will not be bent or damaged.

(2) Wheels will not be out of line.

(3) Components will not be broken, missing, or shows excessive wear.

(4) Steering head bearing will not be loose, broken, or defective.

(5) Handlebars will not be loose, bent, broken, or damaged and no portion of the bars may extend more than 15 inches above the seat.

b. Suspension. The motorcycle will not have broken, excessively worn, missing, defective, disconnected, or malfunctioning shock absorbers; broken or excessively sagging springs, or other defective suspension components.

c. Tires, Wheels and Rims

(1) Tires must have 1/16 inch tread on all running surfaces.

(2) Tires without cornering tread are prohibited.

(3) Casings, beads, tread and fabrics shall be free of breaks, bulges, cracks, or exposed fabric or cracks that indicate a weakened, unsafe tire condition.

## MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

(4) There will be no loose, missing or defective air valves, bolts, nuts or lugs.

(5) There will be no bent, loose, cracked or damaged wheels; defective rims or wheel flanges; or missing, broken, bent, loose or damaged spokes.

(6) Wheels will not have missing rivets, studs, or nuts, or broken or out of adjustment bearings.

### d. Exhaust System

(1) Motorcycles will be equipped with an exhaust system that is complete with mufflers. The factory mufflers will not be altered in any way. If a motorcycle is equipped with an exhaust system other than original equipment, it will not produce noise that is louder than the standard system.

(2) Exhaust systems which discharge forward of the rear tire or above the level of the rear tire are prohibited with the exception of those stock exhaust systems which are routed above the level of the rear tire.

(3) The exhaust system and its elements, including exhaust guards, will be securely fastened.

(4) On those motorcycles where the noise level is suspect, the noise level will be measured by a noise level meter using the "A" scale.

### e. Fuel System

(1) The fuel tank and piping will be securely installed and the entire fuel system will be free from leaks.

(2) The fuel tank will be vented.

(3) The throttle will be aligned and not binding and the linkage (including cables) will not be worn, bent, broken, corroded or missing.

(4) On models with quick-release throttles, the throttle will return to the "off" or "idle" position when released.

## MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

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(4) On models with quick-release throttles, the throttle will return to the "off" or "idle" position when released.

## MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

### f. Brakes

(1) The brake system will not have worn, missing, or defective pins, cables, rods or couplings; misaligned anchor pins; frozen, rusted or inoperative connections; missing spring clips; improper wheel bearing adjustment; or defective grease retainers.

(2) Mechanical parts will not be misaligned, badly worn, broken or missing.

(3) Operating levers and the pedal shaft will be properly positioned and aligned. A dual braking system is required.

(4) From an initial speed of 20 MPH, the operator must demonstrate that the motorcycle can be stopped within 30 feet by braking.

g. Lamps and Reflective Devices. Lamps will be mounted securely to prevent excessive vibration and will not have defective wiring, be improperly grounded, or have a defective switch. The power source must maintain lamps at required brightness for all conditions of operations.

(1) Head Lamps. The motorcycle shall be equipped with at least one and not more than two headlamps to produce a driving light sufficient to render clearly discernible a person 200 feet ahead. The dimmer switch on double filament headlamps will be operable.

(2) Rear Lamps. Lamps are red in color and visible at night under normal atmospheric conditions from a distance of 500 feet to the rear of the motorcycle.

(3) Stop Lamps. Shall display a red or amber light visible from a distance of not less than 100 feet to the rear in normal sunlight and shall be actuated upon application of the brake. The stop lamp may be combined with other rear lamps. If combined with the turn signal lamp, the stop lamp does not operate when the turn signal lamp is functioning.

(4) License Plate Light. Lamps will be white in color with enough illumination so that the license plate can be read from a distance of 50 feet to the rear of the motorcycle. The light will be activated by the same switch that activates the headlamp.

## MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

(5) Turn Signal System. It will consist of amber or white front lamps and red or amber rear lamps that are visible from the front and rear at a distance of 200 feet.

(6) Hazard Warning Lamps. It will have an approved type switch and flash front and rear turn signals simultaneously.

(7) Reflectors. It will be clean and free of cracks.

h. Wiring and Switches. Switches and operating units will be in good condition and function properly. Wiring will be properly installed and insulated. The connections will be secure and without corrosion.

i. Horn. It will be securely fastened and audible under normal traffic conditions for at least 200 feet.

j. Windshield. It will be firmly mounted so that the operator's vision is not obstructed and will be free of cracks, discoloration, and scratches.

k. Body Items

(1) There will be no defective or dislocated parts projecting from the motorcycle.

(2) The engine mounting frame or brackets will not be cracked or broken.

(3) Fenders and mudguards will not be broken, missing, or of inadequate design or modification.

(4) Foot rests will be securely mounted and properly located.

(5) Seats will be properly and securely attached. The seat and its springs will not be broken or otherwise defective and will be so configured as to require the operator to operate the motorcycle in a normal upright position.

(6) The clutch will be properly aligned and not binding; cable or linkage will not be worn, twisted, corroded, broken or missing.

(7) The drive chain will be undamaged, properly adjusted and lubricated, and equipped with a properly installed chain guard.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

(8) The lubrication system will be in proper working order.

(9) The center or side stand will be in proper working order.

(10) The rear view mirrors will be free of cracks and discoloration and shall be mounted to provide the operator with clear, undistorted view of at least 200 feet to the rear of the motorcycle.

l. Passenger Equipment. Motorcycles equipped with seating for a passenger will also be equipped with footrests specifically designated and located for the passenger's use.

m. Other. Any other component or assembly not mentioned herein, which is in an obviously unsafe condition or which constitutes a hazard to the safe and proper operation of the motorcycle, will be deemed sufficient justification to deny inspection certification until such condition or hazard has been corrected.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX G

MOTORCYCLE DRIVER QUALIFICATION COURSE

1. The Motorcycle Rider Course (MRC) and the Riding Street Skills (RSS) Course are the basic courses for motorcycle riding prepared by the Motorcycle Safety Foundation (MSF).

a. Requirement: 3 months or less experience or when determined by the instructor.

b. The applicant will have:

(1) Eight hours of classroom instruction with a test.

(2) Eight hours minimum of practical application.

c. In order to put on the course a minimum of 6 and a maximum of 15 riders is required.

2. The Experience Rider Course (ERC) is for experienced operators. The course will sharpen their skills on defensive driving. The MSF has prepared this course. The applicant will have:

a. Three months or more experience.

b. There will be 4 hours of classroom instruction with a test.

c. There will be 4 hours of practical application minimum and a practical test.

3. Remedial Motorcycle Instruction

a. Personnel identified, as problem drivers will be required to attend a remedial motorcycle driver-training course. The course curriculum will be the MRC and RSS courses. This will reinforce the rider's performance and compliance with traffic laws.

b. The Joint Safety Office will conduct a remedial motorcycle-training course on an as required basis, no more that once a quarter.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX G

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MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX H

REQUEST LETTER FOR COMMERCIAL WRECKER SERVICE

**UNITED STATES MARINE CORPS**  
SECURITY DEPARTMENT  
PSC Box 8035  
Marine Corps Air Station  
Cherry Point, North Carolina 28533-0035

5560  
PMO

\_\_\_\_\_  
Date

From: \_\_\_\_\_  
(Wrecker Service Name/Address)  
To: Provost Marshal, Marine Corps Air Station, and Cherry Point  
Sub: OPERATIONAL INSTRUCTIONS FOR COMMERCIAL WRECKER SERVICE; REQUEST FOR  
Ref: (a) Aristae P5560.3D

1. In accordance with the reference, it is requested that my/our company/service be authorized to provide subject service to the Marine Corps Air Station and outlying areas under operational control of the Commanding General, Marine Corps Air Station, and Cherry Point.
2. I/we has read and understands the contents of the reference and agrees to operate within these guidelines/instructions.
3. It is further understood that this authorization will expire on 31 January 20\_\_\_\_ and must be renewed if I/we desire to continue the services.
4. In those rare instances where the Provost Marshal determines that an error has been made in towing a vehicle, it is agreed that no fee will be charged and that the tow agency will be placed in call for the next tow requirement by the station.

\_\_\_\_\_  
(Wrecker Service Representative's Signature)

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX I

VEHICLE REMOVAL AUTHORIZATION FORM

UNITED STATES MARINE CORPS  
SECURITY DEPARTMENT  
PSC Box 8035  
Marine Corps Air Station  
Cherry Point, North Carolina 28533-0035

5560  
PMO

\_\_\_\_\_  
Date

From: \_\_\_\_\_  
(Wrecker Service Name/Address/Telephone Number)  
To: Provost Marshal, Marine Corps Air Station, and Cherry Point  
SUBJ: AUTHORIZATION TO TOW CASE OF \_\_\_\_\_  
(VEHICLE OWNER)  
Ref: (a) ABO 5800.4  
(b) ASO 5560.3D

1. The above individual has authorized my company to tow his/her vehicle(s).

\_\_\_\_\_  
(MAKE) (MODEL) (YEAR) (COLOR) (LICENSE #) (STATE)

2. I understand that towing this vehicle without the registered owner's consent is a violation of the reference.

3. I understand that failure to comply with the references by me or the company I represent may lead to debarment from Marine Corps Air Bases, Eastern Area, to include; MCAS Cherry Point, MCAS Beaufort, MCAS New River, MCALF Bogie, MCOLF Atlantic Field, MCOLF Oak Grove, and its associated housing areas.

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Signature)

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX J

COMMERCIAL WRECKER SERVICE MAXIMUM RATE FEES

<u>TOW SERVICE</u>	<u>TIME OF DAY</u>	<u>MAXIMUM RATE</u>
Day Tows	0730 - 1730	\$25.00
Night Tows	1731 - 0729	\$50.00
Sat/Sun/Holidays	0730 - 1730	\$35.00
	1731 - 0729	\$60.00
Inclement weather	Any time	An Additional \$5.00
Dolly Service		\$10.00
Storage		\$2.00 per day

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX K

TRAFFIC COURT HEARING NOTIFICATION

UNITED STATES MARINE CORPS  
SECURITY DEPARTMENT  
PSC Box 8035  
Marine Corps Air Station  
Cherry Point, North Carolina 28533-0035

5560  
PMO

From: Traffic Court Clerk

To: \_\_\_\_\_

Subj: TRAFFIC COURT HEARING NOTIFICATION

Ref: (a) MCO 5110.1C

(b) ASO 5101.6M

1. You were cited on \_\_\_\_\_ for the following violation(s):  
\_\_\_\_\_  
\_\_\_\_\_

2. Reference (a) states that if found guilty of the above violation(s) you could receive a maximum of \_\_\_\_\_ points against your driving privileges and/or a \_\_\_\_\_ day/month discretionary mandatory suspension/revocation of your driving privileges aboard all military installations, as determined by the Traffic Court Hearing Officer.

3. You must select one of the following options and initial by your choice.

a. Plead guilty and receive the maximum penalty allowed as listed above.

b. Attend a full hearing before the Traffic Court Hearing Officer on \_\_\_\_\_ at \_\_\_\_\_ in the H&HS classroom, Bldg. 294.

4. Continuances must be requested 48 hours prior to the assigned court date by either your SNCOIC or OIC if military, by contacting the traffic court clerk at 466-4683/4687. Second continuances for military personnel will only be granted when requested by the Command Sergeant Major, Executive Officer, or Commanding Officer.

5. I understand that failure to appear on the above date at the time indicated without just cause, will constitute a Failure to Appear (FTA) which will result in a mandatory six (6) month suspension/revocation of my base driving privileges in addition to the maximum penalties allowed without further action.

6. You are encouraged to bring a SNCO or NCO as a character witness and any information relevant to your case (i.e. DMV documents).

\_\_\_\_\_  
Signature of Traffic Court Clerk

\_\_\_\_\_  
Signature of Individual

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX L

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
001	Manslaughter (or negligent homicide by vehicle) resulting from the operation of a motor vehicle.	Revocation, 1 year mandatory
002	Driving while Impaired (DWI), to include but not limited to driving with a BAC or .08 or more.	Revocation, 1 year mandatory. Revocation for an additional 2 years for each subsequent DWI within a 5-year period.
003	Guilty of any non-drug related offense punishable under the UCMJ by death or confinement in excess of one year, wherein a vehicle was used in the commission of a felony.	Revocation, 1 year mandatory
004	Fleeing the scene of an accident (hit and run) involving death or personal injury.	Revocation, 1 year mandatory
005	Perjury or false statement under oath to responsible officials or under law relating to the ownership or operation of motor vehicle.	Revocation, 1 year mandatory
006	Unauthorized use of a motor vehicle belonging to another, which act does not amount to a felony.	Revocation, 1 year mandatory
007	Operating a vehicle while under suspension/revocation of driving privileges or in violation of current/limited restrictive driving privileges.	Revocation, 2 year mandatory
008	Possession, sale, use, introduction, or distribution of narcotics, marijuana, dangerous drugs, or controlled substances.	Revocation, 1 year mandatory
009	Refusal to submit to chemical test (implied consent).	Revocation, 1 year mandatory

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
010	Incompetent to drive a motor vehicle (mental or physical impairment).	Suspension for a period of 6 months or less or revocation for a period not to exceed 1 year is discretionary.
011	Committed an offense off-station, which would be grounds for suspension/revocation on station.	Suspension for a period of 6 months or less or revocation for a period not to exceed 1 year is discretionary.
012	Permitted an unlawful or fraudulent use of an official driver's license.	Suspension for a period of 6 months or less or revocation for a period not to exceed 1 year is discretionary.
013	Fleeing or attempting to elude a military police vehicle.	Suspension for a period of 6 months or less or revocation for a period not to exceed 1 year is discretionary.
014	Conviction for racing on the highway.	Suspension for a period of 6 months or less or revocation for a period not to exceed 1 year is discretionary.
015	Reckless driving (willful) and wanton disregard for the safety of persons or property.	Suspension, 90 days mandatory. Suspension, more than 90 days for repeat offenders (period in excess of 90 days at discretion of Traffic Court Officer).
016	Owner knowingly and willfully permitting another to operate a vehicle when physically impaired.	6 points
017	Fleeing the scene of an accident (hit and run) involving damage to property of another.	6 points
018	Speed contests.	6 points
019	Speeding 1 - 10.9mph above the posted speed limit.	3 points
020	Speeding 11 - 14.9mph or more above the posted speed limit.	4 points
021	Speeding 15mph or above the posted speed limit.	Suspension, 90 days mandatory. Suspension, more than 90 days for repeat offenders (period in excess of 90 days at discretion of Traffic Court Officer).
022	(Intentionally left blank)	
023	Speed too fast for conditions.	2 points

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
024	Operation below the minimum limits, or at such a slow speed as to impede the normal and reasonable movements of traffic, unless required.	2 points
025	Following too closely.	4 points
026	Failure to yield the right of way to an emergency vehicle giving an audible or visual warning.	4 points
027	Passing a stopped school bus either with special signals flashing or in the act of discharging or getting ready to discharge or admit passengers.	6 points
028	Failure to obey traffic signs of signals or instructions of traffic control officers or road guards.	4 points
029	Improper passing or improper lane usage (to include crossing solid yellow lines and passing troops in formation without express permission).	4 points
030	Failure to yield right of way (no official signs involved).	4 points
031	Improper tuning (no official signs involved).	3 points
032	Driver involved in accident deemed responsible (will only be added after the Traffic Court Judge has deemed a driver responsible for a traffic accident).	1 point
033	Allowing a revoked or suspended person to operate your motor vehicle.	Suspension, 6 month discretionary.
034	Failure to comply with Traffic Court Requirements.	Indefinite suspension (may be dismissed by Traffic Court Judge when problem is corrected).

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
035	Fraudulent application for, use of, or alteration of state tags, station decal or pass.	Suspension, 6 months discretionary.
036	Driving without a valid driver's license/no driver's license in possession (if proof of valid license shown within 72 hours, charge may be dismissed).	Suspension, 6 months discretionary.
037	Habitual violation of traffic laws or regulations (3 moving violations within 12 months; accumulation of 12 points in a 12 month period, accumulation of 18 points in a 24 month period).	Suspension, 6 months discretionary.
038	Allowing an unlicensed person to operate a vehicle, or allowing a person under the age of 16 to operate a moped.	Suspension, 6 months discretionary.
039	(Intentionally left blank)	
040	(Intentionally left blank)	
041	(Intentionally left blank)	
042	Illegal U-turn (posted sign present).	4 points
043	Operating a motor vehicle on a sidewalk, seeded area, or unauthorized area.	3 points
044	Operating a vehicle so loaded or crowded with passengers or property, or both, as to obstruct the operator's view or restrict or impair the proper operation of the vehicle.	3 points
045	Failure to make a safe movement.	3 points
046	Failure to properly inspect for and /or remove FOD from vehicle.	Suspension, 30 days minimum, 1 year maximum.
047	Operator failing to drive over FOD shaker.	Suspension, 30 days minimum, 1 year maximum.
048	(Intentionally left blank)	
049	Improper towing a vehicle	3 points

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
050	Operating loaded vehicle without material properly secured (materials failing form loaded vehicle).	3 points
051	Failure to signal or giving improper signal.	3 points
052	(Intentionally left blank)	
053	Owner allowing the operation of a POV, other than by a licensed family member, without providing the operator with <u>express written permission</u> to operate the vehicle.	Suspension, 30 days discretionary.
054	Operating a vehicle owned by another, except a licensed family member of the owner, without possession of the owner's <u>express written permission</u> to operate that vehicle.	Suspension, 30 days discretionary.
055	(Intentionally left blank)	
056	Open alcoholic beverage container in the vehicle.	Suspension, 2 months discretionary.
057	Prohibited equipment (each violation). First offense Second offense Third offense	1 <sup>st</sup> - Warning 2 <sup>nd</sup> - Suspension, 15 days 3 <sup>rd</sup> - Suspension, 90 days
058	Failure to comply with Air Station vehicle requirements (non-moving violations).	Suspension, 30 days discretionary.
059	Throwing litter from a vehicle.	Suspension, 3 months discretionary.
060	Failure to use lights as required.	3 points
061	(Intentionally left blank)	
062	(Intentionally left blank)	
063	(Intentionally left blank)	
064	Blocking traffic.	3 points

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
065	Failure to use child restraint devices. First offense Second offense Third offense	1 <sup>st</sup> - 3 points 2 <sup>nd</sup> - Suspension, 1 month mandatory. 3 <sup>rd</sup> - Suspension, 6 months mandatory.
066	Failure to keep right	3 points
067	Failure to use or improper use of safety devices (seatbelts or shoulder harness). First offense Second offense Third offense	1 <sup>st</sup> -Suspension, 7 days mandatory and attendance of 4-hour remedial driver class. 2 <sup>nd</sup> - Suspension, 30 days mandatory. 3 <sup>rd</sup> - Suspension, 6 months mandatory.
068	Driving left of center.	3 points
069	Failure to give way to overtaking vehicle.	3 points
070	(Intentionally left blank)	
071	Failure to maintain insurance First offense Second offense Third offense	1 <sup>st</sup> - Suspension, 30 days discretionary. 2 <sup>nd</sup> - Suspension, 6 month discretionary. 3 <sup>rd</sup> - Revocation, 1 year discretionary.
072	Leaving vehicle unsecured (failure to put transmission in park or gear and set parking brake).	3 points
073	Illegal parking First offense Second offense Third offense	1 <sup>st</sup> - Warning 2 <sup>nd</sup> - Suspension, 15 days discretionary. 3 <sup>rd</sup> - Suspension, 30 days discretionary.
074	Other moving violations not listed.	3 points
075	Violation of state registration.	Suspension, 30 days discretionary.
076	Child left unattended in vehicle (under 10 years or under 12 years if younger children present).	Suspension, 30 days discretionary.
077	Defective equipment (each violation). First offense Second offense Third offense	1 <sup>st</sup> - Warning 2 <sup>nd</sup> - Suspension, 15 days discretionary. 3 <sup>rd</sup> - Suspension, 30 days discretionary.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
078	Picking up or discharging passengers on roadway.	3 points
079	Vehicle repairs (non-emergency) on roadways, streets, parking lots/spaces.	Suspension, 15 days discretionary.
080	Failure to report the involvement in a traffic accident regardless of the amount of damage(s).	Suspension, 30 days discretionary.
081	(Intentionally left blank)	
082	(Intentionally left blank)	
083	(Intentionally left blank)	
084	Violation of Air Station Registration Provisions.	Suspension, 15 days discretionary.
085	Use of subterfuge to gain selective parking in carpool program.	Suspension, 30 days discretionary.
086	(Intentionally left blank)	
087	(Intentionally left blank)	
088	(Intentionally left blank)	
089	Motorcycles riding two or more abreast in the same lane.	3 points
090	Violation of mandatory motorcycle Protective clothing and safety equipment requirements.	3 points
091	(Intentionally left blank)	
092	Knowingly violating any motorcycle equipment regulation of this order.	Suspension, 30 days discretionary.
093	(Intentionally left blank)	
094	(Intentionally left blank)	
095	(Intentionally left blank)	
096	(Intentionally left blank)	
097	(Intentionally left blank)	
098	(Intentionally left blank)	
099	Driving a motor vehicle while under the influence of any other drug (including alcohol) to the degree rendered incapable of safe vehicle.	Revocation, 1 year mandatory. Revocation for an additional 2 year for each subsequent offense within a 5-year period.
100	(Intentionally left blank)	

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	VIOLATION	ADMINISTRATIVE ACTIONS (POINTS, SUSPENSION / REVOCATION, ETC.)
101	Driving after consuming alcohol while under the age of 21.	Revocation, 1 year mandatory. Revocation, until the age of 21 (if longer than 1 year) discretionary.
102	(Intentionally left blank)	
103	Stopping in an intersection causing traffic to be obstructed.	4 points
104	Violation of a "One Way" sign.	4 points
105	Excessive noise originating from within a motor vehicle First offense Second offense Third offense	3 points 4 points 5 points
106	Unauthorized use of a radar detection device.	3 points
107	Failure to display valid state safety inspection certification.	Suspension, 30 days discretionary.
108	Operating a vehicle while wearing headphones. First offense Second offense Third offense	3 points 4 points 5 points

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX M

DRIVING PRIVILEGES SUSPENSION/REVOCATION AWARENESS LETTER

**UNITED STATES MARINE CORPS**  
SECURITY DEPARTMENT  
PSC Box 8035  
Marine Corps Air Station  
Cherry Point, North Carolina 28533-0035

5560  
PMO

From: Traffic Court Hearing Officer, Marine Corps Air Station, Cherry Point  
To: \_\_\_\_\_

Subj: SUSPENSION/REVOCATION AWARENESS LETTER

Ref: (a) MCO 5110.1  
(b) ASO 5101.6  
(c) ASO P5560.3D

1. Per the references, your driving privileges aboard Marine Corps Air Station Cherry Point, North Carolina, and all other federal reservations, to include their surrounding housing areas and all outlying fields, have been suspended/revoked.

\_\_\_\_\_  
Signature of Traffic Court Hearing Officer

-----  
ACKNOWLEDGEMENT OF SUSPENSION/REVOCATION

From: \_\_\_\_\_  
To: Traffic Court Hearing Officer, Marine Corps Air Station, Cherry Point

1. I am aware that:

a. I am forbidden to operate a motor vehicle, nor will I allow anyone other than my properly licensed spouse or dependent children to operate my motor vehicle aboard this or any other military installation, to include their housing areas and outlying fields. Further, I understand the area known as Military Park, located on the south side of Hwy. 101 and the paved areas adjacent to bldg. #251 (Main Gate) cannot be used for parking or staging my vehicle at any time.

b. Attempts by me to obtain a base registration in the form of Visitor Pass, Temporary Pass or decal for any vehicle during my suspension/revocation period will result in an additional revocation.

2. I understand that I may appeal this suspension/revocation by submitting an Administrative Action Form to the Commanding General (Attn: Station Inspector) Marine Corps Air Station Cherry Point, North Carolina, via the appropriate chain of command within fifteen working days. Non-military persons may utilize a standard business letter.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

3. I understand that if I am serving a Mandatory suspension/revocation that once I have completed the first half of my suspension/revocation, I may use the above-mentioned process to request restricted privileges for the remainder of my suspension/revocation.

4. I understand that prior to operating a vehicle aboard any military installation, I must follow the below listed procedures in order to be fully reinstated, once my suspension/revocation period is completed.

a. Revocation: Request reinstatement by following the stated procedure in subparagraph (c).

b. Suspension: No further action, driving privileges automatically reinstated.

5. I understand that I have to report to Pass and Identification, Bldg. 251, within 24 hours to have my decals (s) appropriately modified/scraped.

6. I understand that my licensing state will be notified of my revocation, and that they may take action concerning my driving record and /or driving privileges off station.

\_\_\_\_\_  
Signature of Defendant

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX N

TRAFFIC VIOLATION NOTIFICATION LETTER

**UNITED STATES MARINE CORPS**  
SECURITY DEPARTMENT  
PSC Box 8035  
Marine Corps Air Station  
Cherry Point, North Carolina 28533-0035

5560  
PMO

From: Traffic Court Hearing Officer  
To: Commanding Officer/Supervisor/ Dept. Head/Sponsor  
Subj: TRAFFIC VIOLATION NOTIFICATION; CASE OF (NAME, SSN, AND UNIT/ADDRESS)  
Ref: (a) MCO 5110.1C  
(b) AirStaO 5101.6M  
(c) AirStaO P5560.3D

Violation (s): \_\_\_\_\_

1. The subject person appeared before the Air Station Traffic Court Hearing Officer and the following action has been taken:

- Driving privileges have been suspended from \_\_\_\_\_ to \_\_\_\_\_.
- Driving privileges have been revoked from \_\_\_\_\_ to \_\_\_\_\_.
- Driving privileges have been placed on probation from \_\_\_\_\_ to \_\_\_\_\_.
- Driving privileges have been assessed \_\_\_\_\_ points.
- Ordered to attend Remedial Driver Training. Failure to Report to Traffic Court with proof of completion within 90 days from the date stated above will result in an indefinite suspension of your base driving privileges.
- Warning
- Dismissed

2. Recommendations:

- Referred to the Commanding Officer.
- Referred to Supervisor/Department Head.
- Recommend that Government Operator's Permit (OF 346) be suspended for \_\_\_\_\_ days / months.

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

3. Subject has been directed to report to the Pass and Identification Office, Bldg. 251, within twenty four (24) hours to have his/her vehicle(s) decal modified as indicated below:

- Suspended Male / Female decal.
- Indefinite Revocation (until cleared by Traffic Court Clerk).
- Remove decal and remove the vehicle from MCAS, Cherry Point.
- Park only.

\_\_\_\_\_  
(Signature of Traffic Hearing Officer)

\_\_\_\_\_  
(Violator's signature and date)

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**REINSTATEMENT AND APPEAL PROCEDURES**

**REINSTATEMENT:** Persons having their driving privileges suspended or revoked will report to the Pass & ID Office for automatic reinstatement of their privileges on the day following the last day of the suspension.

**APPEALS:** Any person desiring to appeal an administrative penalty awarded by the Traffic Hearing Officer or the Provost Marshal, as specified above, may do so. All appeals will be submitted in writing, supported by statements of witnesses or other documents, as appropriate, to the CG, MCAS Cherry Point (Attn: Station Inspector) through the chain of command, within ten (10) working days of the hearing. Penalties assessed will commence on the date of the action by the Traffic Court Hearing Officer.

**GENERAL INFORMATION:** Personnel are requested to carry a copy of this letter in the vehicle at all times and present it to proper authority upon request. Personnel assigned remedial drivers training must attend in the uniform of the day. Attendance is mandatory. Report to Pass & ID at the end of the suspension/revocation period with proof of reinstatement when appropriate for action.

Copy to:  
Individual  
Traffic Court Clerk (File)

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX O

TRAFFIC OFFENSE DRIVING LIMITATION IDENTIFICATION DECALS

These limitation identification decals are assigned by the Traffic Hearing Officer or Provost Marshal, and are placed over the DoD Decal on the windshield of the vehicle by Pass and Identification personnel. The entire decal is then etched to prevent tampering and the Traffic Court Clerk will make the proper entry of the modification in the ticket history of the Computerized On-line Police System (COPS) computer.

- |        |      |   |
|--------|------|---|
| YELLOW | "SM" | Indicates vehicle cannot be driven by the suspended male. Only by other family members may drive this vehicle.  |
| YELLOW | "SW" | Indicates vehicle cannot be driven by the suspended woman. Only by other family members may drive this vehicle. |
| YELLOW | "C"  | Indicates former spouse with dependant child who has full privileges.   |

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX Q

SPECIAL EVENTS REQUEST INSTRUCTIONS AND REQUEST FOR AUTHORIZATION

1. Per ASO 5560.3D, a by name list must be submitted to the Pass and ID Office two days prior to the event. A point of contact/sponsor for the event will be named and he/she will provide a contact number.
2. For large events, a Letter of Instruction (LOI) will be written by the sponsor to reflect the individual security measures to be taken by the visitors (i.e. no coolers, no sealed packages). This LOI will be submitted to the Provost Marshal Office in a timely manner to allow for coordination with all agencies.
3. Special Event passes will be issued at the main gate. Upon verification of a valid driver's license, registration, and proof of insurance, a pass will be issued to the driver for that day's special event. Passengers will be required to show a valid DoD or state issued picture ID. Children are exempt.
4. The vehicle will be inspected and then allowed to proceed to the event.
5. Persons arriving at Cunningham or Slocum gates will be turned away and directed to the main gate.
6. Persons arriving at the main gate who are not on the guest list will be delayed while the Special Event point of contact/sponsor is called to verify admittance. If the sponsor cannot be contacted at the number provided, the guest will be turned away.
7. When guests depart the installation, the special event pass will be destroyed by the guest.

I REQUEST AUTHORIZATION TO HAVE A SPECIAL EVENT ON: \_\_\_\_\_,  
(DATE)

AT \_\_\_\_\_  
(PLACE/ADDRESS OF EVENT)

I HAVE READ AND WILL COMPLY WITH THE ABOVE CONTENT.

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

CONTACT NUMBER: \_\_\_\_\_

MOTOR VEHICLE TRAFFIC AND ENTRY REGULATIONS

APPENDIX R

REQUEST FOR SPECIAL EVENT PASS

**UNITED STATES MARINE CORPS**  
SECURITY DEPARTMENT  
PSC Box 8035  
Marine Corps Air Station  
Cherry Point, North Carolina 28533-0035

5560  
PMO

From: \_\_\_\_\_  
To: Provost Marshal's Office, Marine Corps Air Station, Cherry Point  
Subj: REQUEST FOR SPECIAL EVENT PASS

1. It is requested that special event passes be issued on \_\_\_\_\_  
beginning at \_\_\_\_\_ (TIME) ending at \_\_\_\_\_ (TIME) (DATE)

The special event is \_\_\_\_\_ and will be held at  
the \_\_\_\_\_ (LOCATION)

2. If the special event has more than twenty visitors, the special event pass will be issued by the gate sentry. If the event has less than twenty visitors, the pass will be issued at the Pass and Identification Office, Bldg 251, at the main gate.

3. Enclosed is a list of guests with no military affiliation.

4. The sponsor of this event is \_\_\_\_\_  
(NAME AND CONTACT PHONE NUMBER)

Respectfully,

\_\_\_\_\_  
(REQUESTOR'S SIGNATURE)

Approved / Disapproved

\_\_\_\_\_  
(PMO Representative)