DEPARTMENT OF THE NAVY
COMMANDER
NAVY REGION EUROPE
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COMNAVREGEURINST 5100.1
SAFETY
7 Mar 05

COMNAVREGEUR INSTRUCTION 5100.1

Subj: TRAFFIC SAFETY PROGRAM

Ref: (a) OPNAVINST 5100.12G
(b) OPNAVINST 5102.1C
(c) EXECUTIVE ORDER 13043
(d) COMNAVSAFECEN NORFOLK VA 081220Z Oct 04

1. Purpose. To provide Commander, Navy Region Europe (COMNAVREGEUR) policy and procedures for the use of privately owned motor vehicles (POVs), which include: automobiles, pickup trucks, motorcycles, mopeds, trailers, and any other vehicles used for transportation of people and/or cargo. This is a new instruction and should be reviewed in its entirety.

2. Scope. This instruction applies to all U.S. Department of Defense (DoD) military and civilian personnel and their dependents and U.S. personnel attached to the North Atlantic Treaty Organization (NATO). Failure to comply with these provisions may subject violators to disciplinary action under the Uniform Code of Military Justice (UCMJ) or adverse administrative action, such as suspension or revocation of customs-free POV privileges.

3. Background. Reference (a) establishes the Navy Traffic Safety Program. Reference (b) provides motor vehicle mishap reporting requirements. Since driving habits and traffic laws are different in many European countries, this instruction outlines additional traffic safety program requirements and guidance to COMNAVREGEUR activities.

4. Policy. Commander, Navy Region Europe activities shall conduct traffic safety programs using Operational Risk Management principles. Mishap reduction and keeping our personnel safe are the primary goals of COMNAVREGEUR and this instruction.

a. Operational Risk Management for Traffic Safety Programs.

(1) Integrate traffic safety into day-to-day leadership.

(2) Improve the exchange of information, both internally and externally, to ensure consistent feedback and understanding of traffic mishap reduction initiatives.

(3) Effect change and behavior modification to prevent traffic mishaps.

(4) Strive to continuously improve the traffic safety program and reduce mishaps.

(5) Provide traffic safety training.

5. All COMNAVREGEUR Commands shall.

a. Assign primary traffic safety responsibilities to the Safety & Health Department. The program must be coordinated with cooperation between Safety, Security, and Medical. The program should be shared among key players from all three of these departments. There are many aspects with regards to education, enforcement, resources, and talents that should be shared.

b. The Safety Office should be given the reporting responsibilities IAW reference (b) and reporting criteria should be well publicized throughout the command. The Safety & Health Department should work closely with the Security Department to assure detailed information is provided for statistical reporting purposes and trend analysis.

6. All COMNAVREGEUR Safety Departments shall.

a. Perform a baseline evaluation of the traffic safety program;

b. Develop a mishap reduction strategy;

c. Monitor traffic mishaps to identify trends. Trend analysis shall be part of the activity's annual Occupational Safety and Health Program Self-Assessment and Improvement Plan. Reports will be submitted to COMNAVREGEUR as requested; and

d. Provide trend analysis data to the Traffic Safety Council.

e. Make recommendations to the Installation Commanding Officer to help promote traffic safety awareness through a program of DoD publications and group meetings as appropriate.

7. Action.

a. Operation. Use and Inspection of Motor Vehicles Operated outside of the United States. Vehicles for use in foreign countries shall meet all applicable safety requirements of the country in which they are to be used. Specific vehicle equipment and inspection requirements outlined in reference (a) will apply to the maximum extent possible. Commander, Navy Region Europe activities should be flexible in dealing with variations in host nation requirements and establish local policy if necessary.

b. Motorcycle Safety.

(1) A current valid stateside license with a valid motorcycle endorsement is required to operate a motorcycle.

(2) Activities shall ensure that all motorcycle operators attend and successfully complete an approved motorcycle safety-training course and possess a valid motorcycle endorsement prior to registering their motorcycle on COMNAVREGEUR installations. The training course must meet the requirements outlined in reference (a). Additionally, an Experienced Rider Course (ERC) must be completed every two years.

(3) Activities should appoint and train motorcycle-training instructors. Instructors must complete a recognized instructor course to train motorcycle operators.

(4) Riders with prior recognized training. All personnel who have completed an approved motorcycle safety course prior to arrival must possess a stateside driver's license with a motorcycle endorsement. Additionally, they must be in possession of a valid Motorcycle Safety Foundation or state Motorcycle Safety Completion Card and complete an ERC at their new COMNAVREGEUR installation prior to registration of their motorcycle.

(5) License and equipment requirements for motorcycles shall conform to host nation, state, and local traffic codes, as well as those outlined in reference (a).

(6) Riders without motorcycle endorsement. In addition to the requirements outlined in reference (d), personnel must complete an approved motorcycle safety training course at their assigned overseas location. Personnel must also pass a Driving Skills Evaluation administered by a certified Motor Safety Foundation Rider Coach Instructor, within thirty days of successful completion.

c. Driver Education. Since traffic laws and driving habits are different in many European countries, traffic safety training shall be included in orientation classes at each activity. The course should include local driving customs, road conditions, seat belt requirements, alcohol abuse, local laws, and traffic signs. Successful completion of this training is required before issuance of a permanent local license.

Note: The completed training will be documented in the operator's personnel training and service records.

d. License Suspension. During a period of suspension of any DoD member's operator license, or following revocation of that license by any state or country, the individual is prohibited from operating any Navy motor vehicle or their personal vehicle aboard any DoD installation.

e. Mishap Reporting. All mishaps, which involve Navy personnel in government owned or leased or private motor vehicles, must be reported in accordance with reference (b).

f. Seatbelt Usage. Reference (c) requires that a proactive seatbelt program be implemented. Reference (a) addresses the annual seatbelt use report. This report is submitted to the Secretary of Transportation and includes rates and statistics of crashes involving federal employees on official business and occupants of motor vehicles driven on DoD installations, and the injuries and related costs associated with these accidents. The report also identifies specific programs that have made significant progress towards achieving seatbelt usage goals or are notable and deserving of recognition.

g. Traffic Safety Council. A Traffic Safety Council shall be established at each activity per reference (a). Joint councils may be formed where commands are contiguous. Membership and operation of the council shall follow the guidelines of reference (a).

8. Effective Date. This instruction is effective upon receipt.

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