



DEPARTMENT OF THE ARMY
HEADQUARTERS AND HEADQUARTERS COMPANY
UNITED STATES ARMY COMBINED ARMS SUPPORT COMMAND
2221 ADAMS AVENUE
FORT LEE, VIRGINIA 23801-2102

ATCL-HHC

03 October 2018

MEMORANDUM FOR Headquarters and Headquarters Company (HHC), United States Army Combined Arms Support Command (CASCOM)

SUBJECT: Company Policy Letter 18-15 – Motorcycle Safety Policy

2. Purpose. Motorcycle operations are high risk activities, which if not planned and safely executed, can significantly degrade our readiness. Service Members continue to be killed or injured in preventable motorcycle accidents. I expect all leaders to implement this safety policy.

3. References.

a. DODI 6055.04, DOD Traffic Safety Program, 20 April 2009, Change 2, 23 January 2013.

b. AR 385-10, The Army Safety Program, 24 February 2017.

c. TRADOC Regulation 385-2, 23 October 2015.

d. U.S. Army Combat Readiness Center, <https://safety.army.mil/OFF-DUTY/PMV-2.aspx>.

4. Punitive Policy. Violations of this policy may be punishable under the Uniform Code of Military Justice, the United States Code, or the Code of Federal Regulations.

5. Applicability. Unless specifically noted, this policy applies to all Service Members, assigned or attached to HHC CASCOM, who operate motorcycles, three-wheeled motorcycles, All-Terrain Vehicles (ATVs), mopeds, and/or scooters that can go 35 miles per hour and higher on or off post, Operators and vehicles must be licensed, registered, and insured by the appropriate state authority.

6. Training. In accordance with Army Regulation 385-10, The Army Safety Program, training is mandatory for all Service Members who ride a motorcycle on or off of the installation. I along with Directorate Leaders will identify all Service Members who ride motorcycles. All required training according to the primary type of motorcycle ridden will be tracked. For a list of training classes and to register go to: <https://imc.army.mil/airs/>.

a. All military motorcycle riders must complete the Basic Rider Course (BRC) or state approved curriculum prior to operating a motorcycle. The BRC is a one-time requirement.

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b. All military motorcycle riders must use their own motorcycle in order to complete advanced motorcycle training consisting of either the Experienced Rider Course (ERC)/BRC-2 or the Military Sport Bike Riders Course (MSRC) based on type of motorcycle ridden. Motorcycle riders are required to take advanced rider training within 12 months of completing the BRC. Failure to complete this training will result in suspension of motorcycle privileges.

c. Motorcycle Refresher Training (MRT) is mandatory for military motorcycle riders who have been deployed for more than 180 days. The MRT will be conducted on the individual's own motorcycle to confirm ability to safely handle their motorcycle. Training may be conducted at the unit level utilizing USACR/Safety Center MRT digital video disk and must be conducted prior to operating the motorcycle, with the exception of riding to the training site. Ranges are not required for this training, but if a standard parking lot is used, it must be cordoned off.

d. Motorcycle Sustainment Training is intended to continue the life-long learning process. Training is required every five years following the completion of the ERC/BRC-2 or MSRC or upon acquisition of a new motorcycle and cannot be waived. Military motorcycle riders may accomplish sustainment training through the training available on post, or off post at their own expense.

e. I have the option of incorporating and promoting unit level Motorcycle Mentorship Programs (MMPs). MMPs are voluntary programs where less experienced riders and seasoned riders can create a supportive environment of responsible motorcycle riding and fellowship. Motorcycle mentors will be appointed on duty appointment orders. Mentors are selected based on their motorcycle experience and maturity. All motorcycle mentors will have five or more years' experience riding and will have had no at fault accidents or moving violations during that time (as attested by the Motorcycle Mentor Interview and Counseling Worksheet). They will have completed BRC and ERC/BRC2 or MSRC IAW this policy and AR 385-10. They will also be a knowledgeable and proactive leader in at least the rank of SGT or GS9. I also have the ability to utilize Defense Safety Oversight Council (DSOC) Mentorship Modules as part of the mentorship program. The DSOC Mentorship Modules may be found at: <https://safety.army.mil/OFF-DUTY/PMV-2/MotorcycleMentorshipProgram%28MMP%29/DefenseSafetyOversightCouncilMentorshipModules.aspx>.

f. I also have the option of incorporating and promoting unit level on-duty check rides to assess the riding ability of their unit members. I along with the motorcycle mentors will ensure that all check rides are conducted as planned operations with appropriately identified risk mitigation and oversight. These rides will be treated as 'high-risk' on the applicable deliberate risk assessment worksheet (DRAW) and cannot be mitigated to a lower risk level. The DRAW will include a map of the planned route. On-duty check rides will consist of at least one mentor for every rider, a maximum of two riders and two mentors (four riders total) and will follow the planned route. The CASCOM Check-ride Checklist and CASCOM Check-ride Performance Measures forms are to be filled out for each non-mentor rider for each check-ride conducted and submitted to the CASCOM Safety Office at usarmy.lee.tradoc.mbx.CASCOM-SAFETY@mail.mil. All events will conduct privately

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owned MC inspections that include verification of MC rider training, licensing, and PPE. Civilian employees who participate in a check ride will be in an approved leave status or be on an official regular day off (RDO).

g. I may incorporate group rides into their motorcycle safety programs. Group rides are used to encourage motorcycle riders in each organization to participate in the program, learn from other rider's experience and skill, and build esprit-de-corps. As with check-rides, group rides will be treated as 'high-risk' activities and cannot be mitigated to a lower risk level. Groups seeking to conduct a ride must do so in coordination with the motorcycle mentor. A packet will be submitted to the CASCOM Safety Office at usarmy.lee.tradoc.mbx.CASCOM-SAFETY@mail.mil for review, NLT than 10 days before the event is to take place. This packet will consist of a DRAW with approval authority of the first O-6 in the chain of command, a route plan the group ride will use, a concept of operations (CONOP) that includes provisions for a trail vehicle, POV with ramps or trailer and towing capabilities (government owned vehicles are not allowed to be used), sign in roster, and a route brief. The CONOP will also include rider accountability, catch-up procedures, and scheduled stops in order to address any mechanical issues, and coordination with local law enforcement. Prior to departure, mentors will conduct an inspection of the rider's credentials, insurance, registration and PPE, as well as ensuring participants sign a hold-harmless agreement. The ratio for group rides will be one motorcycle mentor to four riders. Once the plan is approved by the first O-6 in the chain of command, the final packet will be sent back to the CASCOM Safety Office to be retained on file. Civilian employees who participate in a group ride will be in an approved leave status or be on an official regular day off (RDO). Riders who are also members of active motorcycle clubs are not authorized to solicit or endorse the private organization through wear of paraphernalia or any other advertisement.

h. GoPro cameras have been purchased by CASCOM Safety for optional use with check rides or group rides. GoPro cameras allow for documentation that rides are done to standard, discourage reckless riding behaviors, and allow for coaching between the mentors and riders. Additionally, radio headsets have been purchased to enable communication between mentors and riders during check rides. Contact the CASCOM Safety Office at usarmy.lee.tradoc.mbx.CASCOM-SAFETY@mail.mil or 734-1688 to sign out GoPros or headsets.

i. Motorcycle riders, who are not military personnel, but who are properly licensed and insured, shall not be required to show proof of other motorcycle training in order to operate a motorcycle on the installation.

7. Personal Protective Equipment. All operators and passengers must wear appropriate Personal Protective Equipment (PPE) while riding motorcycles, three-wheeled motorcycles, ATVs, moped and/or scooters. With the exception of the following provisions, PPE will be in accordance with AR 385-10, para 11-9d:

a. Helmets are NOT required for operators of three-wheeled motorcycles with a canopy that completely encloses the operator and features a windshield, roof, and windows. Three-

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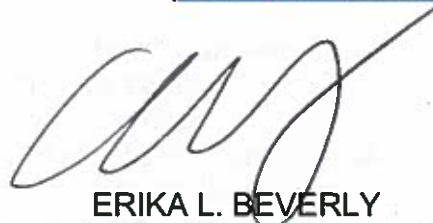
wheeled motorcycles without a windshield, roof, and windows that completely enclose the rider will still require the operator to wear helmets meeting the above standards.

b. Reflective Clothing. Service members will wear a PT Belt or fluorescent and reflective vest, jacket, or upper outer garment during periods of low visibility, including nighttime and during inclement weather, when operating a motorcycle or riding as a passenger on a motorcycle, on and off post, regardless of local civilian requirements. Nighttime is defined as the period of time between sunset and sunrise. Inclement weather includes any amount of precipitation or fog, regardless of severity. All motorcycle operators and passengers must ensure their fluorescent and reflective garments are properly secured, clearly visible, and not covered. If a PT belt is used to meet this requirement, the belt will be worn over the shoulder, diagonally across the chest.

8. Documentation and Licensing. Service Members must disclose the use of any of the above equipment during on the in processing counseling statement, turn in and meet all required interviews and related documentation in accordance with component requirements (including executing the TRADOC Statement of Motorcycle Operator Responsibilities (TRADOC Regulation 385-2, Appendix E)). Motorcycle riders will properly documented and reported to CASCOM Safety personnel.

9. This policy is in effect until superseded or rescinded.

10. The Motorcycle Mentors are SSG Robert Hubbard (robert.e.hubbard.mil@mail.mil) and SFC Johnny Gonzalez (johnny.gonzales40.mil@mail.mil). The CASCOM Safety Director is David A. Pickerell (david.a.pickerell.civ@mail.mil, 734-1688). The Fort Lee Garrison Safety Director is Timothy D. Lawrence (timothy.d.lawrence.civ@mail.mil, 765-3132).



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