DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY FIRES CENTER OF EXCELLENCE AND FORT SILL
455 MCNAIR AVENUE, SUITE 100
FORT SILL, OKLAHOMA 73503

REPLY TO
ATTENTION OF

ATZR-CSS

11 May 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Fort Sill Motorcycle Safety Program, CG Policy Memo 12-06

1. Reference.

a. Department of Defense Instruction 6055.4, DOD Traffic Safety Program, 20 April 2009, Incorporating Change 1, 2 April 2010.

b. AR 385-10, The Army Safety Program, 23 August 2007, Rapid Action Revision Issue Date: 4 October 2011.

2. Policy.

a. This policy applies to all military and civilian personnel and Family members assigned, working or residing on Fort Sill. It does not apply to civilian visitors to Fort Sill. However, all motorcycles, mopeds, and motor scooters must be licensed and/or registered by appropriate civilian authorities in order to be operated on Fort Sill. If the state in which licensed requires a special license to operate a motorcycle, moped, or motor scooter, those licensing requirements will apply on Fort Sill. In addition, the use of personal protective equipment (PPE) will be IAW Para. 6d.(1) thru 6.d.(7) below.

b. To establish the Fort Sill Motorcycle Safety Program to promote and foster an environment of safe motorcycle use for riders both on and off duty.

c. Motorcycle accidents continue to be a leading cause of Soldier fatalities and serious injuries Army wide. An analysis of Fort Sill motorcycle accidents reveal indiscipline, overconfidence, and excessive speed as top factors in our past accident experiences. Every leader and Soldier must be committed to and actively involved in accident prevention, especially the prevention of motorcycle accidents. Training, leader involvement and enforcement of standards, leader and Soldier mentorship, along with the integration of composite risk management, will be the driving force behind our motorcycle safety program.

d. Concept of Operations: Reducing the number of motorcycle accidents requires the dedicated support of every Commander, Leader, and Soldier. The Fort Sill Motorcycle Safety Program includes mandatory progressive training, leader mentorship, and the reinforcement of a Soldier's personal responsibility to keep safe.

3. Required Training.

a. Mandatory Progressive Training. Training consists of Basic Riders Course (BRC), Experienced Rider Course (ERC), Military Sport Bike Rider Course (MSRC), Motorcycle Refresher Training (MRT), and Sustainment Training (ST). Prior to the operation of a motorcycle on or off the installation, military personnel will successfully complete an appropriate Motorcycle Safety Foundation (MSF) based course or State-approved curriculum for motorcycle operator's safety training endorsed by the Office of the Deputy Under Secretary of Defense Installations and Environments (DUSD (I&E). All training is provided to active duty military on the installation at no cost to the motorcycle rider. Motorcycle Training is scheduled through the Army IMCOM Registration System at https://apps.imcom.army.mil/airs/. All military motorcycle riders will complete the progressive training described in the following paragraphs. Although training is not available for civilians at Fort Sill, it is highly encouraged that DA/DOD civilians complete an approved motorcycle safety course to enhance rider skills.

b. BRC. The BRC is the initial training course for all military motorcycle riders. The BRC provides basic knowledge and skills required to safely operate a motorcycle. Military riders have the option to take this course on a Fort Sill provided motorcycle or their personally owned motorcycle. Those military personnel who take the course on a Fort Sill provided motorcycle will have to re-certify on their own motorcycle to lawfully operate it on the installation.

c. ERC. All military motorcycle riders (cruiser type) other than sport bike riders will complete the ERC within 12 months of completing the BRC.

d. MSRC. All military "Sport" and "Sport Touring" motorcycle riders will complete the MSRC within 12 months of completing the BRC.

e. MRT. Prior to operation, all redeployed (six month and greater deployments) motorcycle riders will complete the MRT. Riders will attend this training with their own Privately Owned Motorcycle for which they are licensed.

f. Sustainment Training. Every 3 years following completion of the ERC or MSRC, Soldiers shall repeat the ERC or MSRC based on the type of motorcycle owned or operated.

g. Military personnel who are certified on their own motorcycle and purchase a new motorcycle will be evaluated by their commander and motorcycle mentor. This evaluation will determine if repeating any stage of required training is required due to change in size, configuration, or handling characteristics of the new motorcycle.

4. Commander/Leader Mentorship.

a. Support and promote unit level motorcycle safety activities within regulatory limits.

b. Promote activities that reinforce positive training, mentorship and riding.

c. Enforce motorcycle training requirements outlined in paragraph 3 a. thru 3 g. Motorcycle mentor training events will be added to unit training calendars and briefed during training meetings.

d. Identify unit motorcycle riders and ensure face-to-face counseling between first-line supervisors and Soldiers. Riders must be identified by type of motorcycle and assigned to the appropriate mentor.

e. Establish unit motorcycle mentorship program at brigade, battalion, and company level. Select and appoint suitable mentors (both standard/cruiser and sport/sport touring motorcycles) to coach unit motorcycle riders. Brigade mentors will monitor subordinate unit administration of the MMP.

5. Unit Motorcycle Mentors.

a. Shall be an experienced (five years or more on the appropriate motorcycle type) and current motorcycle rider in good standing. Mentor should be mature and a leader.

b. Conduct quarterly meetings with motorcycle operators assigned to the unit. Army civilian riders are encouraged to participate in the MMP. The meeting agenda at a minimum will include personal protective equipment checks, motorcycle T-CLOCK inspections, and refresher briefings on safe riding techniques.

c. Complete the BRC, and based on type of motorcycle operated, complete the ERC or MSRC prior to assignment as a mentor.

d. Act as a conduit of information to Leaders and Soldiers for motorcycle safety education and awareness.

e. Set the standard for responsible motorcycle riding.

f. Mentor Soldiers in purchasing, riding and maintaining motorcycles.

g. Monitor and evaluate Soldier's skill development and recommend appropriate training. Ensure Soldiers attend appropriate training.

h. Track and inform the commander of Soldier's riding progress and completed training.

i. Organize and promote activities to enhance motorcycle safety by unit affiliation or riding events.

j. Conduct semi annual unit check rides as a minimum. The annual Fort Sill Freedom Thunder Motorcycle Safety Rally ride event will satisfy the requirement for one check ride if monitored and properly recorded by the unit mentor.

k. Maintain a roster of motorcycle operators assigned to the unit.

l. Maintain a copy of MSF training card, drivers license with motorcycle endorsement, current insurance verification, signed motorcycle safety contract and commanders motorcycle evaluation worksheet if used.

m. Promote command objectives related to motorcycle safety.

6. Individual Responsibilities (Soldiers, civilians and Family members).

a. Comply with installation, local, state, and Army motorcycle training, licensing and operating requirements. Military personnel will present their current Motorcycle Safety Foundation card at the entry point for access to the installation. Military personnel will carry their Motorcycle Safety Foundation card as proof of course completion at all times while operating a motorcycle.

b. Share accident and/or near miss information during quarterly mentorship meetings.

c. Use composite risk management in purchasing, riding, and maintaining motorcycles.

d. Properly maintain and wear required Personnel Protective Equipment (PPE) for both on and off post riding. Operators must ensure that passengers comply with these PPE requirements. Civilians and Family members must wear the same PPE as

Soldiers when operating or riding on Fort Sill. Three wheel variants such as a Can-Am or Trike require the same PPE as a two wheel motorcycle. Minimum PPE consists of:

(1) A helmet that meets Department of Transportation (DOT) Safety Standard No. 218, United Nations Economic Commission for Europe Standard 22-05, British Standard 6658 or Snell Standard M2005 IAW DODI 6055.04. Helmets will be properly fastened under the chin. Novelty helmets are not authorized.

(2) Full fingered gloves or mittens made from leather or other abrasion resistant material.

(3) Long sleeved shirt/jacket and long trousers.

(4) Foot protection. Sturdy over the ankle footwear that affords protection for the feet and ankles. Durable leather or ballistic-type cloth athletic shoes that cover the ankle may be worn. Typical PT running shoes do not meet this requirement.

(5) Wear of motorcycle jackets and pants constructed of abrasion-resistant materials and containing impact-absorbing padding are strongly encouraged.

(6) Eye protection. Eye protection designed to meet or exceed ANSI Standard Z 87.1. Impact or shatter resistant goggles, wraparound glasses or full face shield properly attached to the helmet. Operators may not substitute windshield or fairing for proper eye protection.

(7) Upper Outer Garment. Service members assigned to Fort Sill, will wear a fluorescent and reflective vest or jacket at all times when operating a motorcycle or riding as a passenger on a motorcycle, on or off post, regardless of local civilian requirements. All civilian employees (to include contractors), Family members and retirees will wear a fluorescent and reflective vest or jacket at all times when operating a motorcycle or riding as a passenger on a motorcycle while on Fort Sill and are encouraged to wear such equipment off Fort Sill. All others are highly encouraged to wear a fluorescent and reflective vest, jacket, or upper outer garment at all times when operating a motorcycle or riding as a passenger on a motorcycle while on Fort Sill. All motorcycle operators and passengers must ensure outer garments are properly secured, clearly visible, and not covered. **The light-weight mesh physical training vest and fluorescent PT belt are not authorized to wear as a substitute of the fluorescent and reflective vest or jacket.** The PT belt or light-weight mesh physical training vest may be used to cover a backpack if worn. Backpacks covered with the PT belt or light-weight mesh physical training vest or other high visibility material is not a

substitute for the fluorescent and reflective vest or jacket requirement. **Enclosure 5 provides examples of authorized fluorescent and reflective vests and jackets.**

e. Support installation and unit motorcycle safety initiatives.

f. Identify themselves to their chain of command at the time of assignment to the unit, or when planning to purchase a motorcycle.

g. Unit motorcycle mentorship meeting attendance is mandatory. Seek out mentorship from skilled, responsible, and positive riders. **Demonstrate self discipline and defensive driving when operating a motorcycle. Recognize the inherently dangerous nature of motorcycle operation and stay clear of motorcycle organizations and riders that contribute to high risk behavior.**

7. The number of Soldier motorcycle riders continues to increase. Our continued concern with motorcycle operation will require the personal involvement of leaders at all levels and the personal discipline of motorcycle operators. Across Fort Sill we must foster an environment for safe motorcycle operation. Together, we will keep Team Sill Soldiers, civilians, and Family members safe.

8. Installation entry points have the authority to deny access to anyone not meeting the requirements of this policy.

9. Unit Motorcycle Safety Programs will be inspected annually during the Standard Army Safety Occupational Health Inspection (SASOHI) conducted by the Mission/Garrison Safety Office, or Brigade Tactical Safety Specialist respectively.

10. PUNITIVE ORDER: "Personnel subject to the UCMJ who fail to comply with this order are subject to punishment under the UCMJ as well as adverse administrative action authorized by applicable sections of the United States Code or Federal regulations. This policy is in full effect at all times, and a violation of paragraphs two, three, six, or eleven of this order is punishable as a violation of a lawful order under Article 92, UCMJ."

11. Commanders will establish procedures to ensure that subordinate commanders and Soldiers within their commands are thoroughly familiar with the provisions of this order.

12. This CG Policy Memorandum supersedes CG Policy Memorandum, ATZR-CSS, 24 February 2012, subject: Fort Sill Motorcycle Safety Program, CG Policy Memo 12-02. This policy will remain in effect until superseded or rescinded.

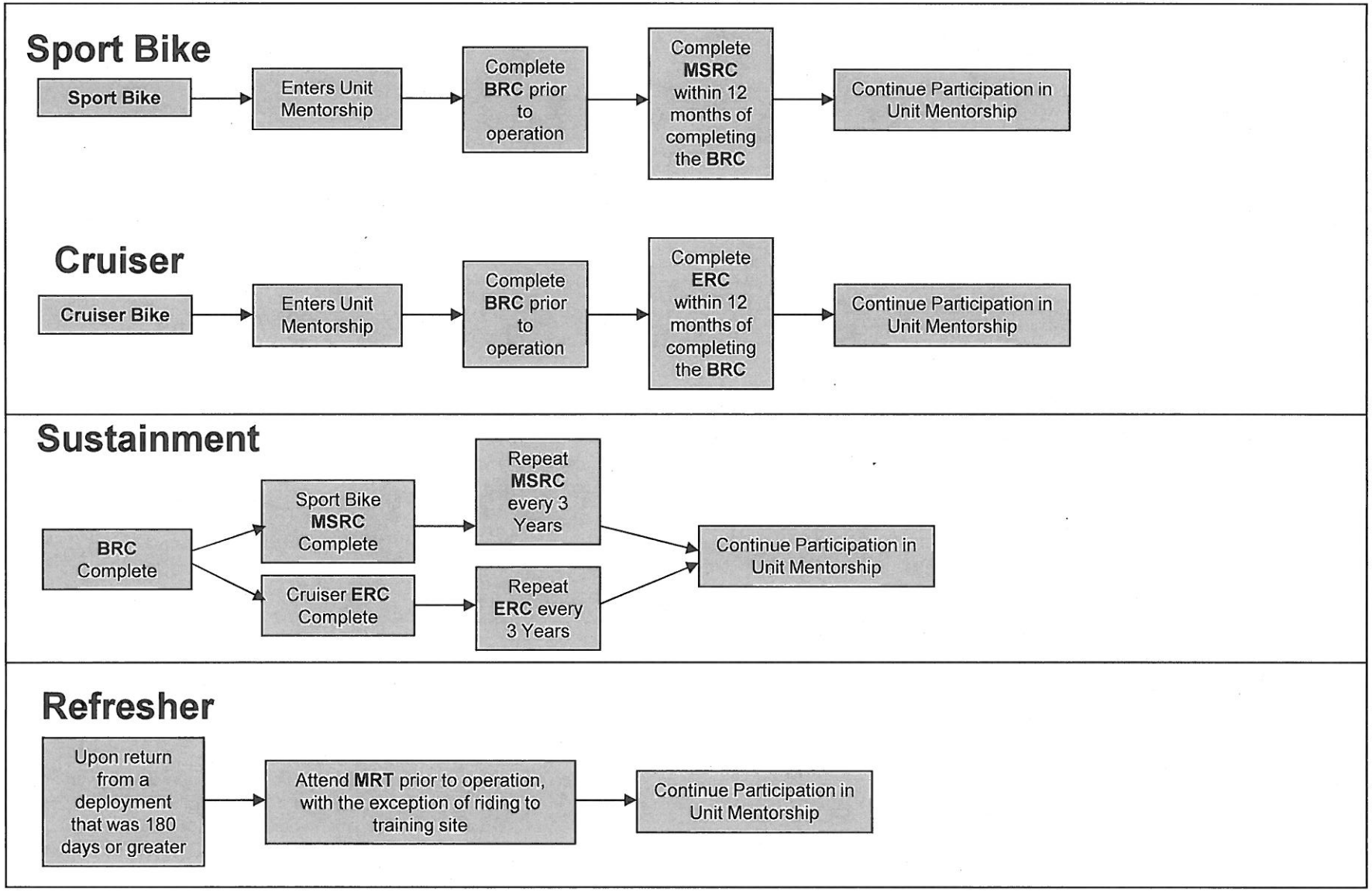
13. Point of Contact is Mr. John Cordes, (580) 442-4701.

JAMES M. MCDONALD
Major General, USA
Commanding

4 Encls
1. Motorcycle Tng Flowchart
2. Motorcycle Opr Info Sheet
3. Motorcycle Safety Contract
4. Cdr's Evaluation Worksheet
5. Examples of authorized fluorescent
And reflective vests and jackets

DISTRIBUTION:
Fort Sill Internet

Motorcycle Progressive Training



Enclosure 1

MOTORCYCLE OPERATOR INFORMATION SHEET

Name/Rank/Grade/MOS/Position: _____

DOB/AGE: _____

Address: _____ **Telephone #** _____

_____ **E-Mail Address:** _____

Unit/Organization: _____

Commander Name/Telephone: _____

Type of Motorcycle (year/make/model): _____

Experience (years riding): _____

Motorcycle Endorsement: _____

Licensing State, License # (attach a photocopy): _____

State of Registration/Insurance Information (attach a photocopy): _____

_____ _____

(State – Expiration Date) (Insurance company – Policy Number- Expiration Date)

DOD Registration Yes/No: _____ **Certificate #:** _____

MSF BRC Completion Date: _____ **MSF Card #:** _____

MSF ERC Completion Date: _____ **MSF Card #:** _____

MSF MSRC Completion Date: _____ **MSF Card #:** _____

Tickets (date & violation): _____

Remedial Training Dates (if required): _____

Handicaps: _____

DEPARTMENT OF THE ARMY
USAFCOEFS Safety Office
4700 Mow-Way Road Suite 467
Fort Sill, OK. 73503

MOTORCYCLE SAFETY CONTRACT

1) I am a Soldier in the U.S. Army or Department of Defense (DOD) civilian assigned or attached to Fort Sill, Oklahoma. I have identified myself as a potential motorcycle rider (current or future) and I understand my responsibility as an operator of a motorcycle to do so in a safe manner and IAW the provisions of all local laws, DOD and Army regulations, directives and local policies.

2) I understand that before I operate a motorcycle on or off a DOD installation, I will be appropriately licensed (except when not required by the Status of Forces Agreement or local laws) and will successfully complete a Motorcycle Safety Foundation (MSF) based course or State-approved curriculum for motorcycle operator's safety training endorsed by the Office of the Deputy Under Secretary of Defense Installations and Environments (DUSD (I&E), which I am responsible for scheduling. I understand that I must complete all progressive training, sustainment training, and refresher training as required.

3) Required safety equipment and personnel protection equipment (PPE). As an operator of a privately owned motorcycle I understand that all motorcycle safety equipment will be fully operational and the headlight turned on at all times. Whenever I operate a motorcycle, I will wear the appropriate PPE. I am aware that the PPE requirements are: A helmet that meets Department of Transportation (DOT) Safety Standard No. 218, United Nations Economic Commission for Europe Standard 22-05, British Standard 6658 or Snell Standard M2005 IAW DODI 6055.04. Helmets will be properly fastened under the chin. Novelty helmets are not authorized. Full fingered gloves or mittens designed for use on a motorcycle, long sleeved shirt/jacket and long trousers, boots or over the ankle sturdy shoes, Impact or shatter resistant goggles, wraparound glasses or full face shield attached to the helmet that meet or exceed ANSI Standard Z 87.1. Approved eye protection may be darkened for daylight use; however, they must be clear during the hours of darkness or adverse weather conditions. Operators may not substitute windshield or fairing for proper eye protection; eyeglasses alone are not proper eye protection. I will wear a fluorescent and reflective vest or jacket at all times when operating a motorcycle or riding as a passenger on a motorcycle, on or off post, regardless of local civilian requirements. I will ensure that my outer garments are properly secured, clearly visible, and not covered. I further understand that the light-weight mesh physical training vest and fluorescent PT belt are not authorized to wear as a substitute of the fluorescent and reflective vest or jacket. The PT belt or light –weight mesh physical training vest may be used to cover a backpack if worn. Backpacks covered with the PT belt or light–weight mesh physical training vest or other high visibility material is not a substitute for the fluorescent and reflective vest or jacket requirement.

4) Local, State and Installation:

a. I, _____ am stationed at Fort Sill, Oklahoma and the installation motorcycle requirements here include:

_____

_____

_____

MOTORCYCLE SAFETY CONTRACT

b. The motorcycle requirements for the state of Oklahoma are:

_____

_____

_____

5) **Cautions and Hazards**: I fully understand my responsibility to comply with all the requirements for motorcycle operation and that these requirements apply to me on and off duty, on or off post. I will never ride while under the influence of alcohol. I will obey all state and installation regulatory signs and signals.

6) **My goal** is to ensure that I am fully aware of the hazards and risks associated with motorcycle operation and that I fully and freely accept the responsibility for operating IAW the laws, regulations, and policies listed above. I have been counseled on, and fully understand my responsibilities as a motorcycle operator. I have read and understand the Fort Sill Motorcycle Safety Policy, and the information provided in this document.

_____ _____

Soldier Signature/Date Commander/1SG/Supervisor Signature/Date

_____

Senior Motorcycle Mentor Signature/Date

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COMMANDERS MOTORCYCLE EVALUATION WORKSHEET

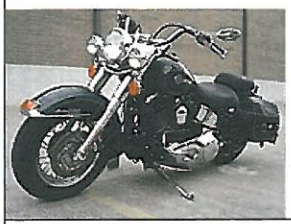
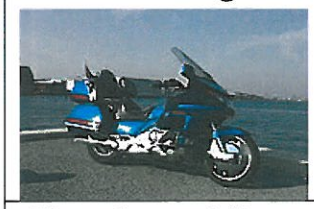
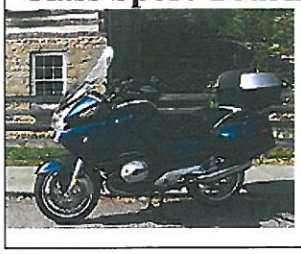
1. IAW the Fort Sill Motorcycle Safety Program, Soldiers that choose to upgrade the class/style of the motorcycle they ride, are required to have an evaluation conducted by the Commander and unit Motorcycle Mentor. Understanding the inherent risk in motorcycle riding and the risk of my Soldier changing to a different style or class of motorcycle, my recommendation for additional training is listed below. My recommendation has been based on careful consideration and evaluation by myself and my unit motorcycle mentor.

Evaluation Questions		
1. Does the new motorcycle change from one class to another?	Yes	No
2. If changing class of motorcycle, will it put this Soldier at additional risk?	Yes	No
3. If the new motorcycle has a larger engine, what is the size difference in CC?	CC =	
4. Will the engine size difference if any put this Soldier at additional risk?	Yes	No
5. If the new motorcycle has a different weight, what is the difference in Lbs?	Weight =	
6. Will the weight difference if any put this Soldier at additional risk?	Yes	No
7. Has the Soldier completed all required MSF training up to the point of changing motorcycles?	Yes	No
8. Is the Soldiers riding experience sufficient to operate the new motorcycle?	Yes	No
9. Has the Soldier been cited for any previous traffic violations?	Yes	No
10. Is the Soldier considered "High Risk" based on your observations?	Yes	No

2. At a minimum, a copy of the completed worksheet will be maintained by the unit motorcycle mentor in the Soldiers rider file.

Command Recommendation
Based on careful consideration and evaluation, it has been determined that Rank:_____ Name:_____ is within compliance of Army and Fort Sill requirements and **will not require additional training** to safely ride his new motorcycle. _____ _____ _____ _____ Commander Signature Date Motorcycle Mentor Signature Date
Based on careful consideration and evaluation, it has been determined that Rank:_____ Name:_____ **will require additional training** to operate his new motorcycle safely and be in compliance with the Fort Sill Motorcycle Safety Program. _____ _____ _____ _____ Commander Signature Date Motorcycle Mentor Signature Date

Motorcycle Style/Class Information

Class Cruiser Motorcycle 	Cruiser motorcycles mimic the style of American machines from the 1930s to the early 1960s, even though they have benefited from advances in metallurgy and design. The riding position always places the feet forward. Usually the hands are up and the spine erect or leaning back slightly, which some riders find to be more comfortable for long-distance riding. Chopper style motorcycles would be categorized as a type of cruiser. A cruiser is a type of motorcycle where the rider has a straighter position while sitting and the feet are always in a forward position on the bike, meaning they are resting up or in front of the rider.
Class Touring Motorcycle 	Touring motorcycles commonly have large displacement fairings and screens that offer a relatively high degree of weather and wind protection, large capacity fuel tanks for long ranges between fill-ups, and a more relaxed, more upright seating position than sport-bikes. These motorcycles can be further subdivided into multiple sub-categories, which are commonly used terms within the motorcycle industry.
Class Sport bike 	Sport bikes, sometimes called performance bikes or "crotch rockets," emphasize speed, acceleration, deceleration, and maneuverability. Because of this, there are certain design elements that most motorcycles of this type will share. Sport bikes have comparatively high performance engines resting inside a lightweight frame. The combination of these help maintain structural integrity and chassis rigidity. Front and rear tires are larger and wider than tires found on other types of motorcycles to accommodate higher cornering speeds and greater lean angles. Fairings may or may not be found on a sport bike. The performance of some stock sport bikes is so high that they can be used on a race track right off the showroom floor. Rider position and ergonomics are compromised in favor of weight distribution and aerodynamics. This generally means higher foot pegs that move the legs closer to the body and more of a reach to a lower set of hand controls which positions the body and center of gravity forward and over the tank.
Class Sport Touring bike 	Sport-tourers combine attributes of a sport bike and a touring motorcycle. They are built for comfortable long-distance travel while maintaining a forward-leaning riding position, good handling, and high performance.

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Upper Outer Garment

1. Depicted below are examples of authorized fluorescent and reflective vests and jackets. Vests or jackets are brightly colored and incorporate reflective material for high visibility during both day and nighttime hours of motorcycle operation.