



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, UNITED STATES ARMY FIRES CENTER OF EXCELLENCE AND FORT SILL  
FORT SILL, OKLAHOMA 73503

ATZR-CSS

26 August 2009

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Fort Sill Motorcycle Safety Program, CG Policy Memo 09-17

1. Reference.

- a. Department of Defense Instruction 6055.4, DOD Traffic Safety Program, 20 July 1999
- b. AR 385-10, The Army Safety Program, 23 August 2007
- c. Chief of Staff of the Army memorandum, Subject: Motorcycle Mentorship – Ride Smart Ride Safe, Team Up!, 28 December 2005

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. 5.(3)d. 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. A five year 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.

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### 3. Procedures.

a. 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 training, leader mentorship, and the reinforcement of a Soldier's personal responsibility to keep safe.

(1) Mandatory Training. Motorcycle training consists of Basic Riders Course (BRC), Experienced Rider Course (ERC), Motorcycle Sport Bike Rider Course (MSRC), and Motorcycle Refresher Training (MRT). Prior to the operation of a motorcycle on or off the installation, military personnel will successfully complete a Motorcycle Safety Foundation approved motorcycle rider safety course. Department of the Army and Department of Defense civilians will complete a Motorcycle Safety Foundation approved motorcycle rider safety course to lawfully operate their motorcycle on the installation and to obtain vehicle registration. All training is provided to military and DA/DOD civilians on the installation at no cost to the motorcycle rider. A Motorcycle Training Sequence chart is enclosed and training can be scheduled through the Army IMCOM Registration System at <https://airs.lmi.org>. All military motorcycle riders will complete the progressive training described in the following paragraphs. Although not required it is highly encouraged that Fort Sill DA/DOD civilians also complete progressive training beyond the BRC course.

(a) BRC. The BRC is the initial training for military motorcycle riders which provides basic motorcycle skills and prepares them for licensing procedures. A state licensed motorcycle operator who has passed the BRC is then permitted to register their motorcycle for up to 240 days on the installation. 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. 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 the BRC is required due to change in size, configuration, or handling characteristics of the new motorcycle.

(b) ERC. After no more than 240 days of riding experience, the unit motorcycle mentor's recommendation, possession of a motorcycle operator's license, and successful completion of the BRC, military motorcycle riders will complete the ERC. Successful completion of the ERC will permit a rider to obtain long-term installation vehicle registration and access.

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(c) MSRC. All "Sport" and "Sport Touring" motorcycle riders will complete the MSRC following 12 months of riding experience. Unit Commanders and motorcycle mentors have the responsibility for tracking sport bike riders and the successful completion of this command directive.

(d) 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.

(2) Commanders/Leaders 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 5b(1). 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 programs at brigade or battalion level. Select and appoint suitable mentors (both standard/cruiser and sport/sport touring motorcycles) to coach unit motorcycle riders. Each program will have a Senior Mentor to administer the program. Units are encouraged to have their Senior Mentor certified through MSF as a Rider Coach to aid in rider skill and ability evaluations. Unit mentors will:

(3) Be in the grade of an E-6 and above, or volunteer Army civilian. 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.

(4) Conduct quarterly meetings with motorcycle operators assigned to the unit. Army civilians 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.

(5) Complete the BRC and ERC. Sport bike mentors will complete the MSRC.

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

(7) Set the standard for responsible motorcycle riding.

(8) Mentor Soldiers in purchasing, riding and maintaining motorcycles.

(9) Monitor and evaluate Soldier's skill development and recommends appropriate training. Ensure Soldiers attend appropriate training.

(10) Track and inform the commander of Soldier's riding progress and completed training.

(11) Organize and promote activities to enhance motorcycle safety by unit affiliation or riding events.

(12) 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.

(13) Maintain a roster of motorcycle operators assigned to the unit.

(14) 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.

(15) Promote command objectives related to motorcycle safety.

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

(1). Comply with installation, local, state, and Army motorcycle training, licensing and operating requirements. The Motorcycle Safety Foundation card issued as proof of course completion shall be carried at all times while operating a motorcycle and be presented when entering the installation.

(2). Share accident and/or near miss information during quarterly mentorship meetings.

(3) Use composite risk management in purchasing, riding, and maintaining motorcycles.

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(4) Properly maintain and wear the appropriate 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 military installations. Minimum PPE consists of:

(a) A Department of Transportation (DOT) approved motorcycle helmet properly fastened under the chin. Novelty helmets are not authorized.

(b) Full fingered gloves or mittens designed for use on a motorcycle.

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

(d) Boots or over the ankle sturdy shoes.

(5) 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.

(6) Brightly colored (white, yellow, orange, etc.) upper garment (vest, jacket, or reflective belt) during the day and reflective upper garment (vest, jacket, or reflective belt) for night. Brightly colored/reflective upper garments will be properly secured, clearly visible and not covered. Reflective belts will be worn diagonally across the torso and not around the waist. Items may be worn on top of the upper garment such as a backpack, but must meet the same visibility requirements of the upper garment. Brightly colored/reflective belts may be placed around the backpack to meet the day and night visibility requirement. The visibility requirement for items worn on the upper body (backpacks) is not a replacement for the upper garment requirement. Both the upper garment and backpack must meet the visibility standards outlined above.

c. Support installation and unit motorcycle safety initiatives.

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

e. 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.**

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4. The number of Soldier motorcycle riders continues to increase. Our current concerns over 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 our Soldiers safe.
5. Installation authorities will deny access to anyone not properly licensed or wearing proper PPE.
6. 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.
7. 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 any paragraph of this order is punishable as a violation of a lawful order under Article 92, UCMJ."
8. "Commanders will establish procedures to ensure that subordinate commanders and Soldiers within their commands are thoroughly familiar with the provisions of this order."
9. This policy will remain in effect until superseded or rescinded.
10. Point of Contact is Mr. John Cordes, 442-4701 or DSN 639-4701.



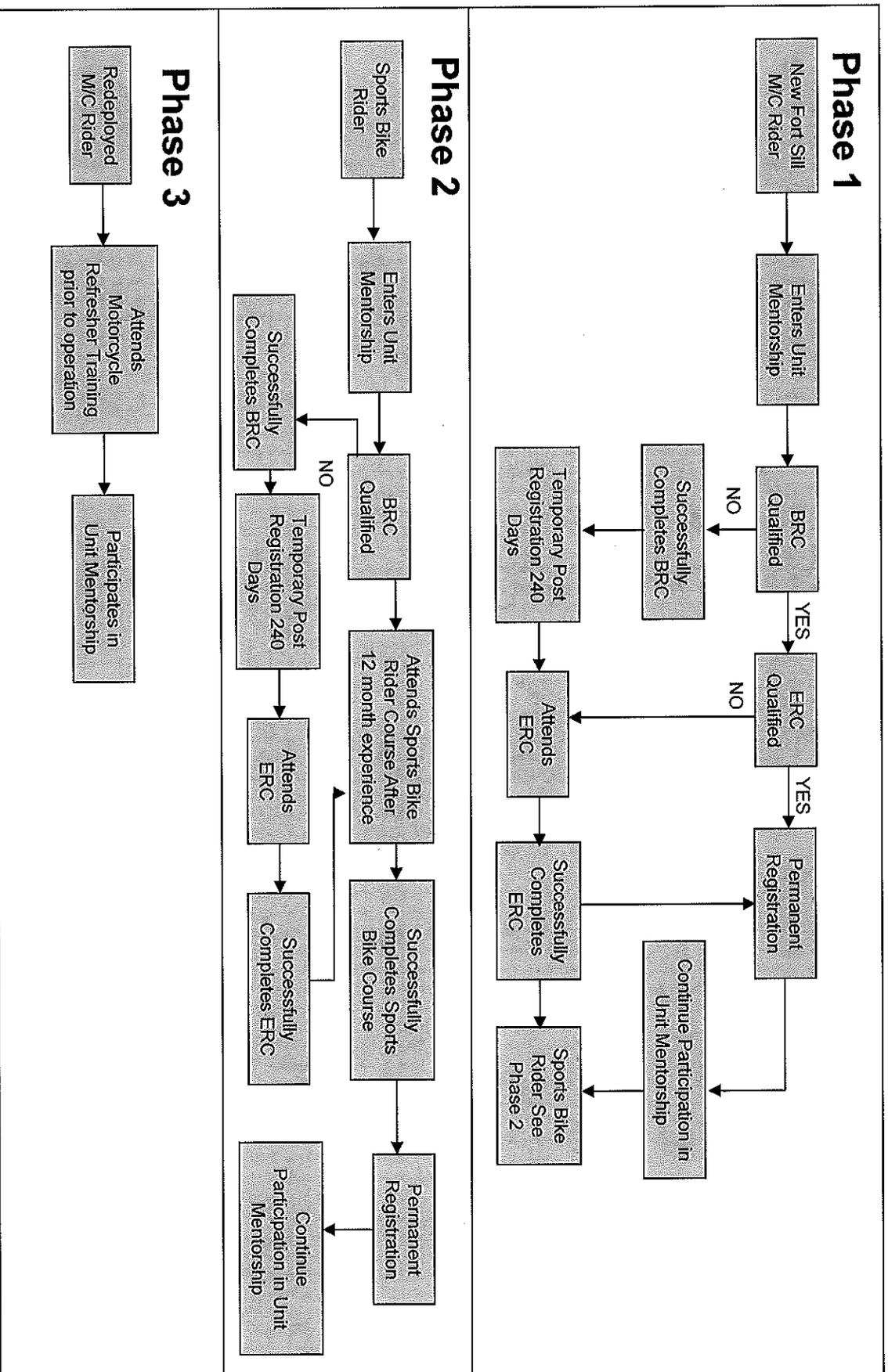
DAVID D. HALVERSON  
Major General, USA  
Commanding

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1. Motorcycle Tng Flowchart
2. Motorcycle Opr Info Sheet
3. Motorcycle Safety Contract
4. Cdr's Evaluation Worksheet

DISTRIBUTION:  
Fort Sill Internet

# Motorcycle Training Sequence





**DEPARTMENT OF THE ARMY**  
 Fort Sill, OK. Installation Safety Office  
 2589 Currie Road Suite 200  
 Fort Sill, OK. 73503



**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 SBC Completion Date:** \_\_\_\_\_

**MSF Card #:** \_\_\_\_\_

**Tickets (date & violation):** \_\_\_\_\_

**Remedial Training Dates (if required):** \_\_\_\_\_

**Handicaps:** \_\_\_\_\_



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**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 or a Motorcycle Safety Foundation based state approved course, which I am responsible for scheduling.

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 Department of Transportation (DOT) approved motorcycle helmet 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. Brightly colored (white, yellow, orange, etc.) upper garment (vest, jacket, or reflective belt) during the day and reflective upper garment (vest, jacket, or reflective belt) for night. Brightly colored/reflective upper garments will be properly secured, clearly visible and not covered. Reflective belts will be worn diagonally across the torso and not around the waist. Items may be worn on top of the upper garment such as a backpack, but must meet the same visibility requirements of the upper garment. Brightly colored/reflective belts may be placed around the backpack to meet the day and night visibility requirement. The visibility requirement for items worn on the upper body (backpacks) is not a replacement for the upper garment requirement. Both the upper garment and backpack must meet the visibility standards outlined above.

4) Local, State and Installation:

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

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## MOTORCYCLE SAFETY CONTRACT

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

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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/Civilian Signature/Date

\_\_\_\_\_  
Commander/1SG/Supervisor Signature/Date

\_\_\_\_\_  
Senior Motorcycle Mentor Signature/Date



**COMMANDERS MOTORCYCLE EVALUATION WORKSHEET**

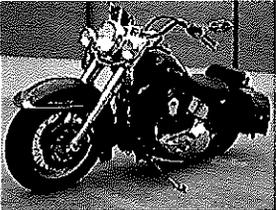
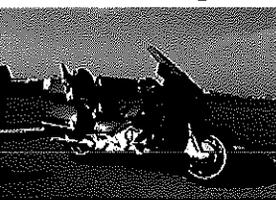
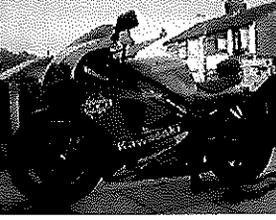
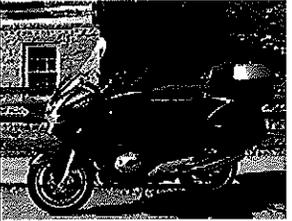
1. IAW the Fort Sill Motorcycle Safety Program, Soldiers that choose to upgrade the class/style of the motorcycle they ride, are required to have an evaluation conducted by the Commander and unit Motorcycle Mentor. Understanding the inherent risk in motorcycle riding and the risk of my Soldier changing 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 <b>will not require additional training</b> 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: _____ <b>will require additional training</b> 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

<p><b>Class Cruiser Motorcycle</b></p> 	<p>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.</p>
<p><b>Class Touring Motorcycle</b></p> 	<p>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.</p>
<p><b>Class Sport bike</b></p> 	<p>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.</p>
<p><b>Class Sport Touring bike</b></p> 	<p>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.</p>

Enclosure 4