



DEPARTMENT OF THE ARMY
U.S. ARMY MANEUVER SUPPORT CENTER AND FORT LEONARD WOOD
320 MANSCEN LOOP STE 316
FORT LEONARD WOOD, MISSOURI 65473-8929

REPLY TO
ATTENTION OF:

ATZT-JA

31 MAR 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy #12-02, Use of Government Vehicles

1. REFERENCES. AR 58-1, Management, Acquisition, and Use of Motor Vehicles.
2. PURPOSE. To establish policy and procedures for the use of government vehicles.
3. GENERAL. Government vehicles are for official use only. Commanders, directors, and staff will ensure that government vehicles are only used for official government business and will avoid the perception of using government vehicles for personal use.
4. POLICY/PROCEDURES.
 - a. Government vehicles will not be used for transportation from quarters to place of duty or vice versa. This prohibition includes transportation of personnel involved in temporary duty travel from home to temporary duty site unless such transportation is between places where the person's presence is required for official business and temporary lodgings. Personnel using government vehicles to attend official functions will depart from and return to their place of duty with the government vehicle, not to and from their residence. Government vehicles will not be taken to quarters except when official duty dictates (housing or transportation inspection, Military Police and Fire Department responses, and DPW maintenance calls, for example).
 - b. Government vehicles will not be used to conduct personal business either on or off post. This does not preclude command-designated Reserve and National Guard vehicle use for Post Exchange morale and welfare trips during monthly unit training or annual training. In addition, Commanders of mobilized Reserve and National Guard units may authorize the use of Government vehicles – including small, wheeled tactical vehicles such as the HMMWV – to conduct limited morale and welfare trips to the Post Exchange, commissary and shoppettes.
 - c. Government vehicle drivers will observe posted speed limits and obey all traffic regulations while on and off Fort Leonard Wood. Government vehicle drivers will be courteous and present a professional appearance to the public.
5. SUPERSESSION. This policy supersedes previous policy dated 03 October 2001, and all previous command policies on this subject.
6. PROPONENCY. The proponent for the policy is the Staff Judge Advocate, 6-0624.


R. L. VAN ANTWERP
Major General, USA
Commanding

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And Personal Staff Offices