



DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT LEONARD WOOD
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FORT LEONARD WOOD, MISSOURI 65473-8929

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2 JUL 2014

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Garrison Policy 25, Motorcycle Safety Policy

1. References:

- a. AR 385-10, The Army Safety Program
- b. FLW Reg. 385-10, Fort Leonard Wood Safety Program
- c. IMCOM Reg. 385-10
- d. ATP 5-19, Risk Management
- e. AR 190-5, Motor Vehicle Traffic Supervision
- f. DODI 6055.04, DoD Traffic Safety Program

2. Policy. This motorcycle safety policy outlines the safety standards for operating motorcycles on and off the installation. Under this policy, a motorcycle is defined as any motor vehicle having a seat or saddle for the use of its operator and/or passenger and designed to travel on not more than three wheels in contact with the ground, e.g., motorcycle, motor driven cycle, speed-limited motor-driven cycle, moped, motor scooter, motorized or motor-assisted bicycle, trikes, Can-Am Spyders, or motorcycles with side cars.

3. Applicability. This policy is applicable to all personnel operating motorcycles on this installation. All Service Members and on duty DoD Civilian employees will comply with the safety constraints described in this policy when operating motorcycles on and off the installation. Although adherence to the safety constraints in this policy is encouraged by all, this policy does not apply to off-duty DoD Civilians, non-DoD civilians, contractors, retirees, and dependents operating motorcycles off the installation. Subordinate commands will not modify this policy without my consent.

4. Motorcycle Operations. Before operating a motorcycle on or off the installation, all Service Members assigned or attached to Fort Leonard Wood will:

- a. Within ten working days of arrival to Fort Leonard Wood or acquisition of a motorcycle, show proof of completion of, or enrollment in, an approved Motorcycle Safety Foundation (MSF) course.

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b. Successfully complete the motorcycle Basic Rider Course (BRC) and follow up on completing the Basic Rider Course-2 (BRC-2) and/or the Motorcycle Sport Rider Course (MSRC) within the specified times outlines in Paragraph 6.

c. Execute a written motorcycle safety contract/agreement with their Commander.

d. Carry an MSF course completion card on their person at all times when operating a motorcycle as proof of progressive motorcycle training completion.

e. Not wear portable headphones, earphones or other listening devices that are prohibited while operating a motorcycle. However, motorcycle operators may wear motorcycle helmets that are equipped with an operator-passenger intercom system.

5. Motorcycle Progressive Training. Motorcycle progressive training consists of (1) BRC, (2) BRC-2 and or (3) MSRC, (4) and Motorcycle Refresher Training (MRT). All personnel operating a motorcycle within Fort Leonard Wood installation boundaries must have a valid motorcycle license (or motorcycle endorsement on their drivers license), up to date liability insurance, and possess a current vehicle registration certificate. Additionally, all motorcycle operators and passengers must wear the required personnel protective equipment (PPE) as stated in paragraph 7 below, when riding a motorcycle within the installation boundaries of Fort Leonard Wood.

6. Required Progressive Training for Service Member Motorcycle Operators. Service Members will receive all required progressive training at no cost to the individual pending availability of funds. Registration for all motorcycle training can be accomplished online at <https://apps.imcom.army.mil/AIRS/>. Questions may be answered by contacting the Fort Leonard Wood Safety office at (573) 596-0116. All Service Member motorcycle operators assigned or attached to Fort Leonard Wood will complete the progressive training as described in the paragraph 6a-d below. Resident foreign military service members assigned to the installation will consult with the U.S. Army Garrison Motorcycle Mentor Board to determine progressive training requirements. Currently, the German motorcycle license fulfills the requirement for MSF accreditation.

a. BRC. This is a 15-hour (2 days) initial motorcycle training course intended for beginning motorcycle riders. BRC training provides basic motorcycle riding skills and beginning riders for licensing procedures. The contractor will provide a training motorcycle (150cc to 250cc) IAW MSF standard for each BRC student. BRC students are not authorized to ride a motorcycle to BRC training. If BRC Students do not complete and/or miss scheduled training, they must see US Army Garrison CSM prior to rescheduling class, obtain a memorandum from their Commander, and wait 30 days to

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attend. Upon successful completion of BRC, a motorcycle operator may obtain a state motorcycle license (or a motorcycle endorsement) from the Missouri Department of Public Safety. After obtaining a motorcycle license (or endorsement), valid liability insurance and a vehicle registration certificate, a BRC graduate can legally ride a motorcycle on and off the installation.

b. BRC-2. This is an 8-hour (1 day) training course intended for graduating BRC students. BRC-2 is used for students with all motorcycles other than "Sport-Touring and Sports Bike" motorcycle operators. BRC-2 may also be used for recurring sustainment BRC-2 training. Graduating BRC students must complete BRC-2 within 12 months after completing the BRC. Currently, successful completion of BRC-2 training is valid for a period of five years on any installation. BRC-2 sustainment training must be completed by Service Member motorcycle operators every five years IAW AR 385-10.

c. MSRC. This is an 8-hour (1 day) training course designed specifically for "Sport-Touring and Sports Bike" motorcycle operators. In order to attain the skills necessary to operate a sports motorcycle/bike, all Service Member "Sport" and "Sport-Touring" motorcycle operators must complete the MSRC training on the personal motorcycle within 12 months after completing the BRC. MSRC sustainment training must be completed by Service Members motorcycle operators every five years in accordance with AR 385-10.

d. MRT. This a 2-hour refresher training course. Commanders will ensure all Service Members who are motorcycle operators that were deployed 180 days or more attend MRT before departing on leave after redeployment. This training can be accomplished by your unit motorcycle mentor. A memorandum for record must be kept with unit. Redeployed Service Members are prohibited from operating a motorcycle except to commute to and from an MRT training site until training is complete.

7. Motorcycle PPE. All personnel (Service Members, DoD Civilians, Family Members, Retirees, Contractors, and Non-DoD Civilians) must wear the required PPE in accordance with paragraphs 7a-f below when operating (or riding as a passenger) a motorcycle within the installation boundaries of Fort Leonard Wood. Service Members and On-duty DoD Civilian Employees, must wear all required PPE IAW AR 385-10 when operating a motorcycle, or riding as a passenger (if your job requires motorcycle usage), both off and on the installation. PPE requirements are as follows:

a. Helmet. For personnel riding motorcycles and ATVs in the United States, helmets shall be certified to meet DOT Federal Motor Vehicle Safety Standard No. 218, Unites Nations Economic Commission for Europe Standard 22-05, British Standard 6658, or Snell Standard M2005 in accordance with DODI 6055.04, references (v), (w),

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(x), and (y). Helmets will be properly fastened under the chin. More information about approved helmets can be found at helmetcheck.org.

b. Eye Protection. Proper eye protection is designed to meet or exceed American National Standards Institute (ANSI) Z87.1, reference (z)/American Society of Safety Engineers (ASSE) standards (Aug 2003). Impact and shatter resistance includes goggles, wraparound glasses, or a full-face shield (properly attached to a helmet). Face shield must be in the down position unless adequate eye protection (goggles/glasses) is worn underneath the helmet/face shield. Tinted (darkened) eye protection may be used during daylight hours; however, the use of darkened eye protection (glasses or visors) is prohibited during hours of darkness and strongly discouraged during periods of reduced visibility.

c. Foot Protection. Foot protection includes sturdy over-the-ankle footwear that affords protection for the feet and ankles (durable leather or ballistic-type cloth athletic shoes that cover the ankles may be worn, e.g. motorcycle specific , hiking boots, etc).

d. Protective Clothing. Protective clothing included long-sleeved shirt or jacket and long trousers. Motorcycle jackets and pants constructed of abrasion-resistant materials such as leather, Kevlar®, or Cordura® and containing impact-absorbing padding are strongly encouraged. Riders and passengers are additionally encouraged to select protective clothing that incorporates bright colors and/or fluorescent colors and retro-reflective material.

e. Full Fingerted Gloves. Full fingerted gloves or mittens made from leather or other abrasion-resistant material.

f. Backpacks and Other Garments. All other upper garments will be properly secured.

8. Hearing Protection. The wear of headphones, hearing protection devices, or listening devices other than hearing aids, single-ear hands-free phone devices, and motorcycle driver-passenger intercom devices, is prohibited. Use of such devices impairs driving and masks or prevents the recognition of emergency signals, alarms, announcements, the approach of vehicles, and human speech. The physical safety of the driver, other drivers, and pedestrians outweighs the risk of hearing loss. In order to mitigate possible hearing damage, Commanders should emphasize hearing tests for motorcycle operators IAW DA PAM 40-501.

9. Motorcycle Mentorship Program. Commanders will support and promote unit level motorcycle mentorship programs to enhance and reinforce positive training, mentoring,

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and riding skills. Commanders will also maintain the ability to authorize retraining whenever recommended by a mentor. Unit level motorcycle programs should include (but are not limited to):

a. Identifying unit motorcycle riders and conducting face-to-face counseling sessions between first-line supervisors and motorcycle riders. Motorcycle riders will be identified by type of motorcycle and assigned to an appropriate motorcycle mentor. All Service Member motorcycle operators will execute a written motorcycle safety contract with the Commander.

b. Enforcing the progressive motorcycle training program outlined in paragraph 5 of this policy. The Unit Mentor will maintain an up-to-date list of motorcycle operators who have completed and those that need the required progressive motorcycle training.

c. Establishing (at a minimum) a motorcycle mentorship program at each brigade level. Selecting and appointing suitable mentors for cruisers and sport touring motorcycles. Motorcycle mentors should:

(1) Be an experienced rider (five years or more on the appropriate motorcycle type). Motorcycle mentors should be mature and possess leadership skills.

(2) Successfully completed BRC, BRC-2, or the MSRC training (whichever applies) in accordance with paragraph 6 above.

(3) Act as conduit of information to Service Members for motorcycle safety, education, and awareness.

(4) Assist Commander in enforcing motorcycle safety standards to enhance responsible motorcycle riding.

(5) Mentor and monitor Service Members purchasing, riding, and maintaining their motorcycles.

(6) Monitor and evaluate Service Members' riding skills and when necessary make recommendations for additional motorcycle training. Monitor motorcycle training attendance and non-attendance.

(7) Keep the Commander informed of the unit's motorcycle operators riding progress and completion and/or absence of required progressive motorcycle training.

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(8) Organize and promote activities at each level of command to enhance motorcycle safety through unit affiliations or riding events and conduct a mentor check ride and or training annually in order to promote safety and motorcycle awareness.

(9) Promote the command's motorcycle safety objectives.

(10) Conduct vehicle inspections in order to ensure motorcycle training, licensing, and PPE is verified biannually at a minimum.

(11) Report any Service Member motorcycle operators who missed scheduled motorcycle training to the U.S. Army Garrison CSM.

10. Individual Responsibilities. Comply with installation, local, state, and U.S. Army motorcycle training, licensing, and operating requirements.

a. Service Member motorcycle operators will ensure they attend motorcycle safety courses when scheduled. Due to the funding of the course, if Service Member is a **no-show** to any motorcycle safety course, the individual will meet with the U.S. Army Garrison CSM to address the absence before being allowed to reschedule the course. The Service member will not be enrolled again for 30 days and must have a memorandum from their Commander to attend.

b. Service Member motorcycle operators will ensure passengers comply with Fort Leonard Wood and AR 385-10 PPE requirements when riding on or off military installations.

c. Service Member motorcycle operators will seek out mentorship from skilled, responsible, and positive riders. All motorcycle riders are expected to demonstrate self discipline and recognize the inherently dangerous nature of motorcycle operations. Service Member motorcycle operators should not join or participate in motorcycle activities that contribute to high risk behavior.

11. Installation Security Guards. The installation Security Guards will strictly enforce motorcycle registration, licensing, and PPE standards at all entry points to Fort Leonard Wood. Entry will be denied to motorcycle operators not wearing proper PPE.

12. Leader Responsibility. Our responsibility as leaders, down to and most importantly our first line leaders, is to safeguard the personnel and equipment entrusted to our stewardship. In order to combat on and off duty accidents, leaders at every level on Fort Leonard Wood must institutionalize motorcycle safety principles and ensure that they become an integral part of all operation, mission and training. Applied leadership,

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along with enforced discipline, training, and standards will ensure the preservation of our valuable resources and instill accountability which are both vital to be successful in supporting joint operations around the world.

13. Risk Management (RM). RM and Safety are force multipliers and apply to all areas of our business. Successful risk management and accident prevention programs demand vigilant leadership, discipline and training to standard. Preventing the loss of a single Fort Leonard Wood Service Member or Civilian is one of my top priorities. Service Member motorcycle operators should use risk management rules, principles, and risk assessment techniques when purchasing, riding, and maintaining their motorcycles. All Service Member motorcycle operators, including those who plan to purchase a motorcycle, will identify themselves as motorcycle operators or potential operators to their chain of command. Newly assigned Service Members will identify themselves as motorcycle operators during in-processing to the unit.

14. Punitive Order. Service Members who fail to comply with the requirements of this policy are subject to adverse administrative action and/or punishment under the Uniform Code of Military Justice (UCMJ).

15. This policy supersedes any previous policies and is in effect until superseded or rescinded.

16. The point of contact for this memorandum is the IMCOM Safety office at (573) 596-0116.



ANDREW M. HERBST
COL, CM
Commanding

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