

DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY MEDICAL DEPARTMENT CENTER AND SCHOOL
AND FORT SAM HOUSTON
Fort Sam Houston, Texas 78234-5014

Memorandum
No. 385-26

1 September 2000

Safety
Vehicle Safety Program

1. Purpose. To prescribe policies, procedures, and responsibilities for the Vehicle Safety Program.

2. Applicability.

a. This memorandum applies to all military, civilian, and contractor personnel assigned, attached, or working at Fort Sam Houston (FSH) to include Camp Bullis and Canyon Lake (collectively referred to in this memorandum as "the installation").

b. This memorandum does not apply to military unique equipment, such as tracked and military all-terrain vehicles.

3. References.

a. Department of Defense Instruction (DODI) 6055.4, Department Of Defense (DOD) Traffic Safety Program.

b. AR 385-10, The Army Safety Program.

c. AR 385-55, Prevention of Motor Vehicle Accidents and MEDCOM Supplement thereto.

d. FSH Regulation 190-5, Motor Vehicle Traffic Code.

e. FSH Regulation 385-5, Running Safety.

f. FSH Regulation 385-10, Occupational Safety and Health Program.

4. Policy.

a. Applicable Texas laws will be enforced on the installation.

This memo supersedes FSH Reg 385-4, 19 May 89 & FSH Reg 385-2, 1 Nov 88.

b. The speed limits will be adhered to with consideration given to weather and other driving conditions.

c. All military personnel operating or riding in or on motor vehicles shall wear safety belts or Department of Transportation (DOT)-approved helmets, as appropriate, (without regard to whether such is required by Texas law -- i.e., no helmet required for riding motorcycles) on or off duty and on or off a DOD installation.

d. All DOD civilian personnel operating or riding in or on motor vehicles shall wear safety belts or DOT-approved helmets, as appropriate, while on any DOD installation and during the conduct of any official DOD business while off a DOD installation.

e. All military and DOD civilians (while on duty) operating or riding in a motor vehicle and found not wearing safety belts may be considered for disciplinary action in accordance with (IAW) their respective commander's policy.

f. The vehicle operator shall be responsible for informing passengers of the safety belt requirement. The senior occupant shall be responsible for ensuring enforcement.

g. Failure to use safety belts may be considered in making line-of-duty determinations for injury.

h. All contractor personnel operating on the installation will obey all FSH traffic laws and regulations to include the use of safety belts.

i. The use of infant/child restraint devices (car seats) is required in accordance with FSH Regulation 190-5.

j. The use of headphones, earphones, or hand held portable telephones is prohibited while operating a motor vehicle or bicycle on the installation.

k. While operating a motor vehicle on the installation or any DOD installation, the operator and passengers are prohibited from having open containers of alcoholic beverages.

l. Motorcycle operators must have a valid state motorcycle operator's permit.

m. Motorcycle operators and riders must wear a properly fastened and approved helmet; eye, foot, and hand protection; and brightly colored vest or jacket worn as an outer upper garment during the day and reflective at night.

n. Military personnel, family members and Department of Army Civilians who operate motorcycles on FSH must have successfully completed a certified Motorcycle Operator Skill Test (MOST) and attend a safety briefing on motorcycle riding.

o. Bicycle riders will wear protective headgear and reflective clothing when riding on FSH.

p. Emergency vehicle operators shall not operate their vehicles at a speed that is not reasonable for weather, visibility, traffic, or roadway conditions.

q. Ambulance and other patient transport vehicle drivers will be given additional training IAW Headquarters, U.S. Army Medical Command (MEDCOM) and Brooke Army Medical Center (BAMC) guidance.

r. Individuals are not authorized to jog, run, or walk on roadways during high traffic density and peak traffic periods. (See FSH Regulation 385-5.)

s. The use of radar or laser detection devices to indicate the presence of speed recording instruments or to transmit simulated erroneous speeds is prohibited.

t. The playing of loud radio and sound producing devices in vehicles that disturb residents in housing areas or distract operators in other vehicles is prohibited.

u. Unit commanders will provide vehicle inspections prior to holidays.

v. To the extent possible, personnel shall be transported in passenger vehicles such as sedans, station wagons, or buses. Occupants shall be seated when the vehicle is in motion. Personnel may be transported without fixed seats (such as pickups) for short distances on DOD installations if each passenger remains seated wholly in the body of the vehicle and the individuals are over 12 years of age.

w. The Installation Commander will be briefed **within 24 hours** of a motor vehicle accident involving a fatality for *on/off duty* military personnel and *on duty* civilian personnel. Installation Safety Office (ISO) help line number is 295-7233.

5. Responsibilities.

a. Installation Commander will:

(1) Establish a Vehicle Safety Program to assist the leadership in establishing and sustaining privately owned vehicle

(POV) and other vehicle accident prevention within their organizations.

(2) Require enforcement of the Vehicle Safety Program.

b. Provost Marshal will:

(1) Enforce the rules and regulations contained herein as appropriate.

(2) Assist the Installation Safety Office (ISO) in conducting safety belt usage audits/surveys.

(3) Assist commanders and chiefs of organizations/activities in conducting vehicle inspections and safety classes to include motorcycle safety briefings.

c. ISO will:

(1) Serve as the administrator for the Vehicle Safety Program.

(2) Develop and maintain a Leader's Guide for vehicle accident prevention. (Note: This may be through the use of interface with the ISO web page, the web page of the U.S. Army Safety Center, or via diskettes available to organizations. See Appendix A.)

(3) Assist in the training of vehicle accident prevention to include the Vehicle Safety Program as a topic in the "Newcomers" briefings.

(4) Conduct safety belt usage audits/surveys.

d. Commanders/Chiefs of Organizations will:

(1) Establish a vehicle safety program using the Leader's Guide and the Model POV Six Point Program (See Appendix B).

(2) Include vehicle accident prevention in the in-brief to new personnel.

(3) Require all personnel who drive or ride in government vehicles to use safety restraints.

(4) Establish a discipline policy IAW the Uniform Code of Military Justice (UCMJ) for military personnel and the civilian personnel regulations for DOD civilians for individuals identified as not wearing vehicle safety equipment.

(5) Perform a risk assessment on routine driving under different conditions. For example: If the organization routinely drives to Camp Bullis, risk assessments should be conducted under different weather, time of day, and traffic conditions.

(6) Based on the risk assessments, establish guidelines for driving under the varied conditions.

(7) Ensure that all organizational vehicles:

(a) Have passenger restraints installed.

(b) All safety systems (brakes, steering, etc.) are in good operating condition.

(c) All defects are repaired or the vehicle is not used.

(8) Require remedial vehicle safety training for all personnel involved in an accident or receive a traffic violation on the installation.

(9) Encourage the use of commercial transportation to decrease potential vehicle accident exposure. Particular attention should be given to the use of public transportation for organizational events.

(10) Publicize the hazards of driving while intoxicated and the non-use of alcohol when driving.

e. Collateral Duty Safety Officers (CDSO) will:

(1) Distribute vehicle accident prevention information.

(2) Conduct vehicle safety and accident prevention training.

(3) Conduct, or assist in, vehicle inspections, using CSFS Form 4298-E-R, prior to holidays and/or as required. (See Appendix C.)

f. Operators will:

(1) Follow all safe driving rules and regulations.

(2) Use all safety equipment.

(3) Attend required training.

(4) Report all accidents to their supervisor.