



DEPARTMENT OF THE NAVY
U.S. NAVAL SUPPORT ACTIVITY, NAPLES, ITALY
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NAVSUPPACTNAPLESINST 5100.11D
N35

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NAVSUPPACT NAPLES INSTRUCTION 5100.11D

From: Commanding Officer, U.S. Naval Support Activity, Naples, Italy

Subj: TRAFFIC SAFETY PROGRAM

Ref: (a) DoD Instruction 6055.04 of 27 April 2018
(b) OPNAVINST 5100.12
(c) OPNAVINST 5102.1
(d) NAVFAC P-300
(e) NAVSUPPACTNAPLESINST 1754.7A

Encl: (1) Definitions

1. Purpose. To assign responsibilities and establish policy for U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy, Traffic Safety Program. This instruction is significantly revised and updates definitions and terminology to reflect continuing changes in the motor vehicle industry.

2. Cancellation

a. NAVSUPPACTNAPLESINST 5100.11C

b. NAVSUPPACTNAPLESINST 5100.15A

3. Applicability. This instruction applies to all personnel operating motorized vehicles on NAVSUPPACT, Naples, Italy, installations per references (a) through (e). Failure to comply with these provisions may subject violators to disciplinary action under the Uniform Code of Military Justice (UCMJ) or adverse administrative action such as suspension or revocation of tax free privileges and/or installation driving privileges. This instruction does apply to:

- a. All military personnel at all times, on or off duty.
- b. All DoD civilian personnel operating a vehicle in the performance of their assigned duties.
- c. All persons in or on a government owned, leased, or rented motor vehicle.
- d. All persons operating a motor vehicle on a NAVSUPPACT Naples controlled installation.

4. Background. The primary goal of the Navy Traffic Safety Program is to reduce, and ultimately eliminate, motor vehicle mishaps and the deaths, injuries, and property damage associated with them. Motor vehicle mishaps remain an ever present threat that causes

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significant harm to our Sailors, communities, and the ability to successfully complete our mission. Commanders and Commanding Officers (CO) at all levels must fully incorporate the requirements of this chapter into all operations. Deliberate and seamless integration from the command level on down is vital to ensure an effective traffic safety program is implemented across the Navy Enterprise.

5. Safety Standards for Department of Defense Motor Vehicles. Foreign manufactured commercial vehicles purchased, leased or rented for use by NAVSUPPACT Naples organizations shall meet all applicable safety requirements of the host nation.

6. Operator Duty Times. Per reference (b), paragraph 4c(1)(2).

7. Training. Per reference (b), paragraph 5a-i. Motorcycle (to include three wheel trikes, scooters, mopeds and any other motor driven two wheeled street legal vehicle) riding is inherently more dangerous than driving an automobile. These dangers are aggravated by local road/traffic conditions, customs and courtesies. The following are additional mandatory requirements for safety of personnel registering and/or operating on NAVSUPPACT Naples Installations:

a. All active duty personnel that desire to operate a motorcycle must formally notify their chain of command, making sure that the command's Motorcycle Safety Representative (MSR) is informed.

b. Command/Departmental/Divisional MSR will identify all personnel who operate motorcycles within their command and comply with the requirements of this instruction. They will ensure that all riders requiring mentorship are enrolled into a mentorship program developed by each tenant command to meet the needs of their riders under local conditions.

c. Commands will ensure all active duty motorcyclists are provided the opportunity to attend required training during normal duty hours and will not be charged leave. Civilians and family members may attend classes on a space available basis.

d. All military and civilian motorcycle operators must comply with all host nation licensing, insurance and equipment requirements as directed by the Central Motor Vehicle Registration Office. All personnel who register a motorcycle with the NAVSUPPACT Naples Motor Vehicle Registration Office (MVRO), shall first obtain a letter of authorization from the NAVSUPPACT Naples Safety Office located on the second floor of Admin III, room 153, Capodichino installation. To obtain this letter, the authorized registrant must provide a valid motorcycle license/endorsement for the operator, proof of the year, make, model, cubic centimeters, Vehicle Identification Number of the motorcycle to be registered, and proof of a motorcycle safety course certificate of completion. Within 60 days of initial registration, the active duty owner/operator will complete an Advanced Rider Course or Basic Rider Course 2 (BRC) as appropriate.

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e. Those desiring to become a motorcycle/scooter rider that do not have a stateside motorcycle endorsement are required to complete the Motorcycle Safety Foundation BRC. This is a three-day course which includes approximately five hours of classroom instruction with a written test and 10 hours of motorcycle riding with 17 range exercises and a skills test. The applicant can then purchase and register a motorcycle after obtaining the required authorization letter from the Safety Office.

f. Those desiring to become a motorcycle/scooter rider for rental purposes who do not wish to purchase and/or register a motorcycle, must complete the BRC. After successful completion of the BRC, they may obtain a letter from the Safety Office authorizing MVRO to issue the "A" endorsement for motorcycle/scooter on their Allied Forces Italy Driver's License. Endorsements must not violate any host nation or other command agreements, regulations, or orders. Overseas motorcycle operators issued certificates or endorsements to ride outside of the United States are advised that these certificates or endorsements are not valid in the United States.

g. Enterprise Safety Applications Management System (ESAMS) records are required for all riders to document required training and to schedule the appropriate courses. ESAMS record creation or check-in transfers and class scheduling will be completed at the time the registration letter is signed.

h. The requirements above are for two-wheeled motorcycle operation only. There is no level I or II training available at NAVSUPPACT Naples for three-wheeled trikes or four-wheeled street legal quads. Operators of these vehicles will need to obtain an operator's license from their current state of residence prior to registering the vehicle with MVRO.

i. Autocycles. Autocycles are broadly defined as three-wheeled motor vehicles designed for on-highway use with a steering wheel, foot pedals for acceleration and braking, occupant seating, and seat belts. They are driven similar to a standard passenger vehicle and may or may not have enclosed cabins, airbags, or rollover protection. They are required to meet the motorcycle requirements of reference (d), as they are not currently recognized at the federal level. However, many states have established their own definitions, laws, and limitations for their use. Autocycles that do not meet federal safety standards for passenger vehicles will not be owned, rented, or leased for Navy use. Operators of autocycles that fully comply with all current federal, state, local, and host-nation laws and regulations will be allowed on Navy owned and controlled roadways. Operators of autocycles will not be required to meet the motorcycle operator training requirements of this chapter

8. Safety Equipment and Personal Protective Equipment (PPE). In addition to reference (a) and (b), the helmet shall be a properly positioned, on the head, fastened (under the chin), protective helmet certified to meet Economic Commission of Europe (ECE) 22-05, SNELL Memorial Foundation, or the U.S. Department of Transportation standards. "Motorini" and half helmets SHALL NOT be worn when riding a motorcycle. The Italian traffic law requires the helmet to be a minimum of 5/8ths for motorcycles (this means the hard plastic outer shell must cover the ear). Local National (LN) employees, LN contractors, and LN guests MUST wear a helmet, but are exempt from all other PPE requirements for motorcycles/mopeds/scooters.

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9. Traffic Safety Awareness

a. Listening Devices. Per reference (b), pedestrians and cyclists are prohibited from wearing portable headphones, earphones, cellular hands-free devices, radios, recording devices or other portable listening devices while running, jogging, walking, bicycling, skating, or skate boarding in roadways and streets, since it impairs recognition of emergency signals, alarms, announcements, and the approach of Emergency Vehicles.

b. Jogging/Running. Jogging/running is prohibited in parking garages and ramps used by motor vehicles. Joggers must remain cognizant of all traffic while running and are required to wear high visibility/reflective clothing (Vest/Belt or Arm band from sunset to sunrise as well as when there is limited visibility), run against the flow of traffic in the street, use sidewalks and pedestrian crossings whenever possible.

10. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per SECNAV-M 5210.1.

11. Review and Effective Date. Per OPNAVINST 5215.17A, NAVSUPPACT Naples will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire 10 years after effective date unless reissued or canceled prior to the 10-year anniversary date, or an extension has been granted.



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https://www.cnic.navy.mil/regions/cnreurafswa/installations/nsa_naples/about/departments/administration_n1/administrative_services/instructions.html

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DEFINITIONS

1. Autocycles. Autocycles are broadly defined as three-wheeled motor vehicles designed for on-highway use with a steering wheel, foot pedals for acceleration and braking, occupant seating, and seat belts. They are driven similar to a standard passenger vehicle and may or may not have enclosed cabins, airbags, or rollover protection.

2. Driving Privileges. The authority granted by a host-nation, state, or commander to a person that allows that person to operate a motor vehicle on an installation or area under the authorizing official's supervision and control.

3. Government Motor Vehicle (GMV). A motor vehicle that is owned, leased (includes General Services Administration vehicle under the control of a Navy activity), or rented by the government (includes a vehicle rented by government personnel when authorized on their official travel orders) primarily designed for over-the-road operations; and whose general purpose is the transportation of cargo or personnel. Examples of GMVs are: passenger cars, station wagons, vans, ambulances, buses, motorcycles, trucks, and tractor-trailers. A trailer being towed by a GMV is considered part of the vehicle. Included in this definition are government-owned wheeled tactical and combat vehicles. Vehicles on receipt to, and operated by, non-DoD persons or agencies and activities such as the U.S. Postal Service or the American Red Cross are not GMVs.

4. Government Vehicle Other (GVO). Vehicles designed primarily for off-the-highway operation such as construction-tracked vehicles, forklifts, road graders, agricultural-type wheeled tractors, and aircraft tugs. Includes military combat and tactical vehicles (e.g., tanks, self-propelled weapons, armored personnel carriers, amphibious vehicles ashore, and high-mobility multipurpose wheeled vehicles).

5. Motorcycles

a. Motorcycles (50cc engine or larger). Any government or privately owned motor vehicle (50cc engine or larger) having a seat or saddle for the use of its operator and designed to travel on not more than three wheels in contact with the ground. This includes mopeds and motor scooters, but does not include All Terrain Vehicles (ATVs).

b. Pocket Bike (49cc engine or smaller). Pocket bikes, pocket rockets, and other similar type of mini motorcycles are small (most measure only 12 to 18 inches in overall height), fast, and manufactured primarily as a racing bike and intended for off-road use only.

6. Motor Vehicle. Any transportation device with a motor powered by fossil fuels, electricity or other external sources or energy; except devices moved by human power or used exclusively on stationary rails or tracks. For the purpose of this chapter, Low Speed Vehicles (LSVs),

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neighborhood electric vehicles (NEVs), mopeds, and scooters are considered motor vehicles when operated on the highways.

7. Pedestrian. A person traveling on foot, whether walking, jogging, or running.

8. Personnel

a. Military Members. All active duty military members or reservist while in an active duty status.

b. Department of Defense (DoD) or Navy Civilian Personnel. All DoD or Navy civilian workforce personnel to include non-appropriated funds employees and master labor contract employees who are on duty.

c. Civilian. All other persons not described above to include retired members of DoD, dependents, contractors and sub-contractors, etc.

9. Private Motor Vehicle (PMV). A vehicle owned, leased, rented, or controlled by an individual in a personal capacity. A trailer being towed by a PMV is considered part of the vehicle.

10. Roadway. That portion of a highway, including shoulders, intended for vehicular use.