



## DEPARTMENT OF THE NAVY

U.S. NAVAL SUPPORT ACTIVITY

PSC 817 BOX 1

FPO AE 09622-0001

NAVSUPPACT NAPLES INST 5100.15A

N35

**-9 JAN 2014**

NAVSUPPACT NAPLES INST 5100.15A

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

Subj: MOTORCYCLE MENTORSHIP PROGRAM

Ref: (a) OPNAVINST 5100.12

Encl: (1) Motorcycle Training and Mentorship  
(2) New Rider-Mentor Report Example

1 Purpose. Describe policy and provide guidance for the implementation of a U.S. Naval Support Activity (NAVSUPPACT), Naples, Italy, Motorcycle Mentorship Program (MMP). This instruction shall be viewed in its entirety.

2. Cancellation. NAVSUPPACT Naples Instruction 5100.15

3. Objectives

a. To instill in all motorcycle riders the commitment to minimize risk while enhancing riding ability.

b. To enhance training, improve morale and increase motorcycle safety awareness with an end towards minimizing or eliminating negative behaviors while operating motorcycles.

c. To have an immediate and positive influence on inexperienced/unseasoned riders by providing the assistance of a seasoned rider from the command.

4. Discussion. The MMP establishes guidelines for leadership, mentors and motorcycle riders. The MMP provides all hands with a better understanding of motorcycle safety issues. The first step in making responsible decisions is to understand the high level of risk involved in motorcycling. Risk can be minimized through proper operation, use of protective gear and by developing mental and physical strategies through training. Motorcycle touring, either solo or with a group, may be a rewarding experience if done safely.

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5. Definitions

a. New rider; a rider with less than one year riding experience.

b. Unfamiliar rider; a rider with less than six months experience riding in Naples, Italy.

c. Experienced rider; a rider with more than two years riding experience and more than six months riding in Naples, Italy.

6. Responsibilities. The Commanding Officer (CO) has the overall responsibility for the personnel under his/her charge to ensure they receive proper training and counseling prior to operating alternative modes of transportation such as motorcycle riding.

a. CO

(1) Inherent responsibility to ensure safe motorcycle operations throughout the command.

(2) Enforce personnel protective equipment requirements, both on and off base for motorcycle riders.

(3) Require all newly registered motorcycles and/or motorcycle riders be assigned a rider coach or seasoned motorcycle rider to assist in the safe indoctrination of the local road rules, customs and idiosyncrasies.

b. Installation Traffic Safety Manager (ITSM)

(1) Enroll students into the appropriate Motorcycle Safety Foundation (MSF) course.

(2) Maintain an "All motorcycles safety representative (MSR)" distribution email list and provide oversight and Enterprise Safety Applications Management System (ESAMS) training as required.

(3) Maintain a mentorship data base for all NSA Naples and tenant commands.

(4) Review and maintain a copy of all new rider/mentor activities reports.

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c. Command/departamental/divisional MSR.

(1) Identify motorcycle riders in the command/department or division.

(2) Conduct one-on-one counseling/initial brief for all motorcycle riders within their purview. Ask tough and pointed questions.

(a) What are the risks when riding a motorcycle over other modes of transportation?

(b) What experience do you have riding a motorcycle?

(c) How do you plan on getting experience?

(d) Do you have all the facts, understand the risks and have the training you need?

(3) Enter all riders into ESAMS and have them complete the motorcycle census. Make sure active duty riders records reflect that they are an operator and assign them the proper duty task (cruiser or sport bike). Civilian riders will have an ESAMS record with documented training but will not have a duty task.

(4) Forward to ITSM all riders' enrollment requests into the appropriate MSF course.

(5) Identify all new riders (less than one year riding) and all unfamiliar riders (less than six months in Italy).

(6) Identify all experienced riders (more than two years riding and over six months riding in Italy) and recommend them as a motorcycle mentor to the CO.

(7) Assign all new and unfamiliar riders with a mentor rider.

(8) Provide the ITSM with an updated list of all new riders, mentor riders assigned with a new/unfamiliar rider and mentor activity reports conducted over the last quarter. The report is due by the first week of the new quarter in October, January, April and July using enclosure (2).



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(9) After six months, a new rider is considered adapted and reporting is not required. It is highly recommended that the riders maintain the mentor/rider relationship until the new rider can become a mentor.

d. Mentor/riders (Experienced, more than two years riding with six months riding in Naples Italy)

(1) Meet with the new rider/mentee as required and establish what assistance is required to allow the new rider to adapt to riding in the Naples environment.

(2) Determine what kind of riding they expect to do in Italy (highway commuting, back road touring, local short trips in town etc.) and provide appropriate assistance/mentorship.

(3) Report all mentor activities to the MSR monthly: for example, area familiarization, hazards discussion, traffic circle discussions or practical applications, the date and time spent training.

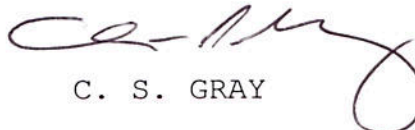
e. Mentee Riders (new/unfamiliar, less than one year/less than six months experience in Naples Italy)

(1) Communicate often with your MSR and mentor/rider.

(2) Follow your mentor's recommendations and participate as much as possible.

(3) Ensure you get the experience you need from your Mentor in the first six months or communicate the need for more mentorship to your MSR and mentor.

(4) Strive to become an experienced rider and become a mentor to others.

  
C. S. GRAY

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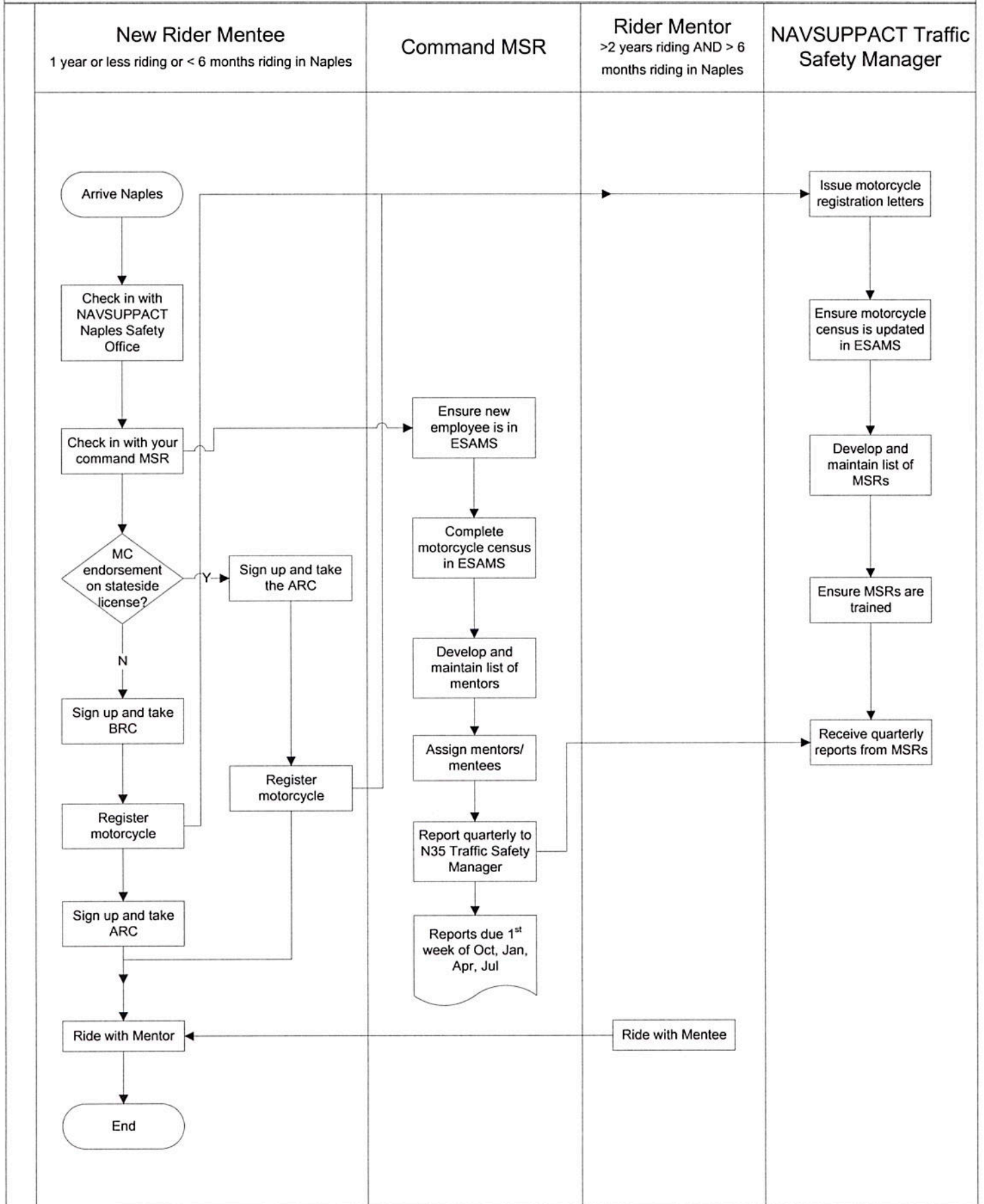
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# Motorcycle Training and Mentorship



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**New Rider-Mentor Report Example**

New Rider	Months Onboard	Mentor	Training Date	Activity
1. Mr. David Peters	9 mo	Mr. James Dickinson	2/20/13	Area orientation and group riding brief 1.0 hours. Group ride 2.0
			3/5/13	
2. Mr. David Twaruska	11 mo	Mr. Kenneth Machado	2/15/13	Staying together in a group 4.0 hours. Breakdown 2.0 hours

Enclosure (2)