



DEPARTMENT OF THE NAVY

COMMANDING OFFICER  
NAVAL AIR STATION  
700 AVENGER AVENUE  
LEMOORE, CALIFORNIA 93248-5001

NASLEMINST 5560.8F CH-1

39100

03 MAR 1998

NAS LEMOORE INSTRUCTION 5560.8F CHANGE TRANSMITTAL 1

From: Commanding Officer, Naval Air Station, Lemoore

Subj: NAS LEMOORE VEHICLE REGULATIONS

1. Purpose. To transmit change 1 to the basic instruction.
2. Action. Enclosure (2), paragraph 2a, delete last sentence.

A handwritten signature in cursive script, appearing to read "L. D. Childress".

L. D. CHILDRESS

Distribution: (NASLEMINST 5215.2V)  
Lists B and E



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NASLEMINST 5560.8F CH-2  
39100

**19 MAY 1998**

NAS LEMOORE INSTRUCTION 5560.8F CHANGE TRANSMITTAL 2

From: Commanding Officer, Naval Air Station, Lemoore

Subj: NAS LEMOORE VEHICLE REGULATIONS

1. Purpose. To transmit change 2 to the basic Instruction.

2. Action

a. Enclosure (4), page 2, paragraph 5, line 5, delete "10 days" and replace with "immediately".

b. Enclosure (4), page 6, paragraph 8(c), change first sentence to read "Traffic Court is held on Wednesdays, from 0800-1100".

A handwritten signature in black ink, appearing to read "L. D. Childress".

L. D. CHILDRESS

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## DEPARTMENT OF THE NAVY

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NASLEMINST 5560.8F CH-3  
39000

**FEB 10 2000**

### NAS LEMOORE INSTRUCTION 5560.8F CHANGE TRANSMITTAL 3

From: Commanding Officer, Naval Air Station, Lemoore

Subj: NAS LEMOORE VEHICLE REGULATIONS

Encl: (1) Revised page 5 of enclosure (3)

1. Purpose. To transmit new page 5 of enclosure (3) to the basic instruction.

2. Change. Remove page 5 of enclosure (3) and insert enclosure (1).



JOHN V. STIVERS

Distribution: (NASLEMINST 5215.2W)  
Lists A and C

(2) Eye protective devices which are defined as impact resistant eye glasses, goggles, or face shield attached to the helmet. (A windshield or fairing is not considered to be proper eye protection.)

(3) Hard-soled shoes with heels.

(4) Long sleeved shirt or jacket.

(5) Long legged trousers.

(6) Full fingered leather or equivalent gloves.

(7) Properly worn as an outer garment, a yellow or orange vest with retro-reflective vertical, horizontal, or diagonal strips front and back, with a minimum of 65 square inches of material on front, and 65 square inches of material on back.

(8) Naval personnel are authorized to wear protective clothing with the uniform while operating or riding as a passenger on a motorcycle or while proceeding to and from a parking area to duty station. "Protective Clothing" is clothing which provides additional protection in the event of a mishap or for environmental conditions, i.e., leather jackets, gloves, pants and foul weather clothing.

### 13. Bicycles

a. Requirements. Bicycles ridden on the Air Station must be registered with Security and must be equipped with:

(1) White reflector in the front and red reflector in back, and forward and rear side reflectors or reflectorized tires. Reflectors must be visible from 500 feet in the low beam of a motor vehicle's headlights.

(2) A brake that can make one wheel skid on dry, level pavement.

(3) A front headlight that is visible for 300 feet if ridden between sunset and sunrise.

b. All bicyclists must wear bicycle helmets that conform with ANSI or Snell requirements.

c. The rider must sit on the bicycle seat and keep at least one hand on the handlebars. Proper hand signals indicating the rider's intentions are required.



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NAS LEMOORE INSTRUCTION 5560.8F

From: Commanding Officer, Naval Air Station, Lemoore

Subj: NAS LEMOORE VEHICLE REGULATIONS

Ref: (a) OPNAVINST 5560.10B  
(b) NASLEMINST 5512.1L  
(c) OPNAVINST 5530.14B  
(d) OPNAVINST 11200.5C  
(e) California Vehicle Code (CVC)  
(f) NASLEMINST 5800.3C  
(g) NASLEMINST 5560.9B  
(h) OPNAVINST 5100.12F  
(i) NASLEMINST 5500.10B

Encl: (1) NAS Lemoore General Instructions and Information  
(2) NAS Lemoore Vehicle Registration and Visitor Requirements  
(3) NAS Lemoore Traffic Code  
(4) NAS Lemoore Traffic Court Regulations  
(5) NAS Lemoore Vehicle Storage and Impoundment Procedures

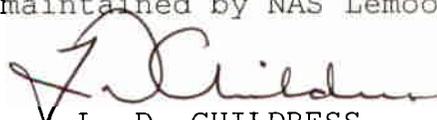
1. Purpose. To issue regulations concerning NAS Lemoore vehicle registration, traffic code, and traffic court. References (a) through (i) govern the operation of vehicles aboard military installations in general and NAS Lemoore in particular. Enclosures (1) through (5) provide specific guidance.

2. Cancellation. NASLEMINST 5560.8E

3. Scope. This instruction applies to all personnel, civilian or military, assigned to, employed by, or visiting Naval Air Station Lemoore.

4. Delegation Authority. The authority to suspend or revoke on base driving privileges and the authority to order a vehicle barred from the limits of Lemoore is delegated to the NAS Lemoore Executive Officer, NAS Lemoore Security Officer, Station Judge Advocate, NAS Lemoore Command Duty Officers during their watch, and the Traffic Court Hearing Officers as appointed by the Commanding Officer, NAS Lemoore.

5. Forms. All forms are maintained by NAS Lemoore Security Detachment.

  
L. D. CHILDRESS

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Lists B and E

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NAS LEMOORE  
GENERAL INSTRUCTIONS AND INFORMATION

1. Permanent Decals. Per reference (a), the Department of Defense (DoD) decal authorizes admittance to any DoD activity.

a. All DoD decals are issued to an individual and valid only for the vehicle specified in the Pass and Decal Office registration records. A permanent decal will not be issued before permanent license plates are installed. In the interim, a temporary pass may be issued for up to 45 days.

b. Number stickers issued with the DoD decal indicate the expiration date. All personnel of paygrade E-6 and below active duty (with a green identification card), younger than 26 years of age who have not completed Personal Reliability, Education, Values and Training (PREVENT) within the previous 48 months (or level II or III alcohol/drug treatment during their current enlistment) will receive permanent DoD decals with a six-months hence expiration date. Upon written verification of completion of PREVENT, expiration date stickers will be issued through the approximate active duty rotation date or expiration of the DoD identification card up to three years. (Under unusual circumstances, the commanding officer/officer in charge may extend the six-months period by three additional months to accomplish PREVENT attendance; new expiration date stickers will be issued upon presentation of written extension authorization.) For civilian employees and retirees, the decal will be valid for up to three years. Naval reservists having pink Armed Forces Identification Cards are exempt from complying with PREVENT completion requirements.

c. Placement of the decal shall be on the left side of the front bumper or the extreme lower left corner of the windshield. Motorcycle decals shall be on the forward portion of the left fork or lower left corner of windscreen.

d. DoD decals are color coded and correspond to the individual's rank, rate, or classification, i.e., blue - officers, red - enlisted, green - DoD civilian employees (including NAF employees), and black - contractor personnel.

2. Temporary Passes. Temporary passes issued per references (a), (c), and (d), will be valid for the dates indicated thereon. Pass and Decal personnel will enter on the pass the area authorized for visiting (Operations, Admin). Temporary passes are not transferrable between cars or owners. The following conditions apply:

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a. Provide driver's license, state registration, and current insurance company and policy number.

b. TAD personnel presenting appropriate orders. Pass issued for duration specified in official orders.

c. Individuals presenting a valid rental agreement governing its use and an operator's license valid for the vehicle class.

d. Individuals operating a "loaner" vehicle presenting satisfactory verification of vehicle ownership, authority to use, and operator's license valid for vehicle class.

e. Individuals barred from driving on the station may request an escort from the Security Officer.

f. Intoxicated individuals will NOT be granted any pass.

3. Passes For Fleet Readiness Aviation Maintenance Personnel (FRAMP) Students

a. Students with orders to FRAMP, whose ultimate duty station is other than NAS Lemoore, will receive a 90-day temporary pass as prescribed by Commanding Officer, NAS Lemoore.

b. Students with orders to FRAMP, whose ultimate duty station is an NAS Lemoore based squadron will receive a DoD decal with an expiration date to coincide with their Prospective Rotation Date (PRD) or Enlisted Active Obligation Service (EAOS). Students under the age of 26 years old who have not completed PREVENT will be issued a decal to expire 6 months from the date of issue.

4. Driving Restrictions

a. Individuals, military and civilian, working aboard NAS Lemoore, who are restricted from driving aboard the station for traffic violations, disciplinary actions, or other reasons are not allowed to drive their vehicles on station for period specified in individual's barment letter. Barred drivers may obtain a parking permit from Pass and Decal Office to park their vehicles in the Security compound (north end), provided vehicle has current registration and insurance coverage. The barment may be lifted only by the Commanding Officer. Special authorization for single parents, civilian employees, handicapped, etc., may be approved by the Commanding Officer on a case-by-case basis.

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b. Vehicles driven by family members of restricted drivers shall be identified with lettered stickers placed on the bumper or in the front window AND the rear window. Identification is as follows:

(1) Barred Male - vehicle will bear 1-inch sticker depicting the letter "M".

(2) Barred Female - vehicle will bear 1-inch sticker depicting the letter "F".

5. Borrowed Vehicles. Persons desiring to bring a borrowed vehicle aboard NAS Lemoore must adhere to the following:

a. Complete FL-15-146 (7-86) Vehicle Use Permit, obtained at Pass and Decal Office, giving permission for individual to operate vehicle. If owner is not present, the form must be completed with notarized signature and returned to Pass and Decal.

b. The person doesn't have to be the owner of the vehicle to register it, but must have a lease agreement, power of attorney, or a notarized typed statement from the owner of the vehicle specifying the inclusive dates for which permission to use the vehicle has been granted.

c. In the case of two-wheeled vehicles, individual must be properly trained, equipped, and licensed to operate the vehicle.

6. Special Events Passes. This pass provides convenient entry/exit for individuals attending "one time" special functions and intermittent functions over an extended period. Submit requests for Special Events passes to the Security Administrative Division Officer, via the Security Officer, utilizing the Special Events Pass provided by Security Detachment. The Security Officer must receive these requests at least four working days before the requested date to allow time for processing.

7. "Public Visiting". "Public visiting" will be held to a minimum. Only the Commanding Officer can authorize public visiting, which allows entry to designated areas of the station by any gate without requiring any decal, pass, or other vehicle or personal identification.

8. Restrictions. Vehicles aboard the air station are subject to search whenever requested by proper authority, as outlined in reference (c). Since vehicle decals and passes serve only to identify vehicles, drivers and/or passengers must produce

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personal identification whenever requested by proper authority, as set forth in reference (b). Security will conduct random vehicle inspections at the direction of the Commanding Officer. Failure to consent to an inspection upon request from proper authority will result in revocation of the privilege of operating or maintaining a vehicle on station.

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VEHICLE REGISTRATION AND VISITOR REQUIREMENTS

1. All vehicles operating onboard NAS Lemoore will conform to the provisions of this instruction for vehicle registration, obtaining decals and passes, and operating vehicles. Personnel who are assigned/employed aboard the station, or who frequently utilize station facilities, must register all vehicles requiring state license plates and obtain decals as prescribed by reference (a). Contractors, farm workers, and other support personnel will register vehicles and display appropriate decals or passes, depending upon length of stay. Reference (b) describes entry requirements.

NOTE: Decals will not be issued during inclement weather because of the difficulty of decals adhering to wet windshield surfaces.

2. Vehicle Registration

a. NAS Lemoore vehicle registration shall be accomplished during normal duty hours at Pass and Decal Office, Building 705. Registration is not required for temporary passes.

b. All motorized off-road vehicles must be registered per reference (e). Such vehicles may not be operated on any street on board NAS Lemoore except to cross, as defined in reference (e).

c. Vehicle registration will be accomplished by:

(1) Any family member (age 18 or older) of service personnel.

(2) Station employees.

(3) Persons presenting proof (registration or owner's written permission) of right to operate vehicle. They must also present valid identification which authorizes admittance to the station per reference (b). This does not apply to barred individuals.

d. As specified by references (a), (c), and (d), persons required to register their vehicles must perform the following steps at Pass and Decal Office:

(1) Present evidence of vehicle registration or right to operate said vehicle.

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(2) Vehicles registered outside the state of California that will be operated on base for more than 60 days must have a current California smog certificate in order to obtain a new DoD decal or renew an expired one.

(3) Present a valid state driver's license for the class of vehicle operated. When a motorcycle is registered in a state requiring a motorcycle driver's license, that motorcycle may not be issued a decal unless the operator has a motorcycle endorsement on his/her driver's license and proof of approved motorcycle safety course.

(4) Provide certification of (name of insurance company and policy number) insurance coverage with minimum coverage of \$15,000/\$30,000 per accident for liability coverage, and \$5,000 per accident for property damage. This coverage is required by references (d) and (e).

(5) Agree to report any changes wherein continued operation of the vehicle aboard the station would violate the provisions of this instruction.

(6) Present the vehicle for safety inspection.

e. Prior to registering a motorcycle, the requirements of enclosure (3), paragraph 11, apply.

f. Personnel shall affix their own decals to their vehicles and present evidence or debris of expired number decals when applying for renewal.

3. Termination or Denial of Registration. Registration of a vehicle shall be denied or terminated and the decal removed under the following conditions:

a. Person fails to comply with registration requirements or fails to provide proof of California smog certificate for vehicles registered outside the state of California.

b. Person to whom the decal was issued is separated from military service or civilian employment or transferred to another duty station.

c. Ownership of the vehicle changes.

d. Insurance coverage for the vehicle is canceled, expires, or is reduced below minimum requirements.

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e. Decal is damaged wherein number is illegible.

f. Vehicle fails to pass safety standards inspection. This inspection may be conducted as a spot check on a random basis by Security personnel. A period of 14 days will be allowed to correct defects before decal is removed.

g. Vehicle operator's license becomes invalid or driving privileges are suspended/revoked in a civilian or base traffic court, i.e., DUI, etc.

h. The purpose for which the decal was issued no longer exists.

i. Vehicle registration becomes invalid.

j. The decal was obtained under fraudulent circumstances.

4. Exempt Vehicles. Decals or temporary passes are not required by:

a. Federal, state, and local government vehicles.

b. Unmarked vehicles used by federal, state and local government law enforcement/investigative agencies. Those personnel will identify themselves to the sentry with uniform apparel, credentials, or badges unless engaged in "hot pursuit". Law enforcement agencies shall comply with reference (b), notifying Security Dispatcher when on the station for official business.

c. Commercial delivery vehicles when presenting a bill of lading, delivery bill, or telephonic verification to point of delivery that the vehicle is expected, or when the commercial vehicle is escorted by person(s) in possession of valid identification for admittance to the station.

d. Vehicles operated by news reporters and photographers or industrial photographers, when escorted by military personnel from the command requesting such services or by a Public Affairs representative. This includes entry to the Operations Area (OA).

e. Emergency vehicles when entering the station in response to urgent conditions.

f. Taxi cabs may pick up and deliver customers having a valid ID card directly to their residence, etc., within the Housing and Admin area only.

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5. Operations Area Access. Individuals requiring regular access to Operations Area (OA) with privately owned vehicles must display a DoD decal and present an active duty military ID card or civilian green or red ID card to the Operations Gate sentry upon request.

a. One-time or intermittent repetitive visits to the OA will use "ONE TRIP" passes issued by Pass and Decal Office or the Operations Gate sentry. Need for access must be provided and authorized.

b. Proof of need for access is:

(1) Official orders to an OA activity.

(2) Approved visit authorization request or Special Events Pass ("ONE TRIP").

(3) Certification by unit security manager/officer or NAS Lemoore department head that OA access is approved (decal or "ONE TRIP").

(4) Approved Station Permit Application (decal or "ONE TRIP").

6. Official U.S. Navy Vehicles - Trip Tickets. All official U.S. Navy vehicles assigned to NAS Lemoore traveling off station shall obtain a "Trip Ticket" from the Public Works Transportation Dispatcher during normal working hours. Drivers requiring off station travel after normal working hours shall obtain a Trip Ticket from the NAS Lemoore Officer of the Day (OOD) located in Building 705. Trip Tickets must be validated upon departure from and re-entry to NAS Lemoore.

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NAS LEMOORE TRAFFIC CODE1. Vehicle Code

a. Unless otherwise stated in this instruction, all provisions of the California Vehicle Code apply to all persons operating a vehicle aboard NAS Lemoore.

b. Violation of any portion of this instruction may result in administrative and/or disciplinary action under the Uniform Code of Military Justice, the issuance of a citation, and other administrative/legal action.

2. Vehicle Seat Belts/Child Restraint Devices

a. All private passenger vehicles must be equipped with at least two seat belts installed in the front seat positions. Seat belts must be maintained in a serviceable condition. All personnel in a vehicle aboard NAS Lemoore shall utilize installed seat belts whenever the vehicle is in motion. It shall be the responsibility of the vehicle operator to ensure that this requirement is observed.

b. Children under 4 years of age OR weighing under 40 pounds shall not be transported in a vehicle unless the vehicle is equipped with a child passenger restraint device meeting federal motor vehicle safety standards and the child is securely fastened in the restraint device.

3. Speed Limits

a. Five miles per hour (5 MPH) - All parking lots, hard stands, vehicle and equipment storage compounds, unless otherwise posted.

b. Twenty-five miles per hour (25 MPH) - All other areas of the station, unless specifically posted.

4. Emergency Vehicles

a. Emergency vehicles have the right-of-way over all other vehicles. Upon the approach of an emergency vehicle, the operators of all vehicles must pull to the right and stop, leaving intersections clear. When coming to an intersection, emergency vehicles will slow to 15 MPH and have warning devices in operation. An emergency does not entitle any vehicle operator to drive in a reckless manner without regard for the safety of his passengers or others on the roadway.

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b. The posted speed limit may be exceeded by no more than 10 MPH in the apprehension of speeders or when responding to serious incidents, i.e., holdup alarms, crimes in progress.

c. If circumstances dictate speeds in excess of those allowed above, an incident report will be submitted and the Security Officer will be notified immediately.

5. Alcoholic Beverages in Vehicles

a. No person shall drink alcoholic beverages in any motor vehicle on board NAS Lemoore.

b. No person shall have in his possession in the passenger compartment of any motor vehicle any receptacle containing alcoholic beverages which has been opened, seal broken, or the contents partially removed. This does not apply to the living quarters of a motorhome or camper when said vehicle is not being operated. Reference (g) and enclosure (4) of this instruction publish command policy and procedures relating to alcohol and motor vehicles.

6. Radar Detection Devices. The use of radar detection devices to indicate the presence of speed recording instruments or to transmit simulated erroneous speeds is prohibited on DoD installations.

7. Parking. The station is considered "private property" for the purpose of parking enforcement under reference (e), which is applicable on station with the following local ordinance additions:

a. Parking Spaces and Enforcement. Parking is permitted only in designated areas. Designation of parking spaces by name, grade, rank, or title shall be avoided. Parking areas adjacent to buildings that provide customer service (including, but not limited to Bldgs. 700, 705, 730, 737, and 773) will designate and identify the closest parking spaces for visitor and customer parking only. The remaining parking spaces will be available on a first come, first served basis. Parking shall be reserved for handicapped and loading zones. Requests for deletion or addition of parking spaces shall be made to the Commanding Officer via the station Administrative Officer and Public Works Officer. Enforcement in areas assigned to departments/tenant commands will be by the unit parking coordinator. Vehicles parked in violation of reference (e) and this instruction may be towed.

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b. Parking Spaces for Physically Handicapped Persons. It is unlawful for any person to park or leave standing any vehicle in a stall or space designated for physically handicapped persons unless the vehicle displays either a distinguishing license plate or a placard issued by the Department of Motor Vehicles per reference (e). Drivers found in violation shall be cited into Traffic Court.

c. Alvarez Village Guest Parking. The host shall be responsible for making arrangements for guests' parking for special occasions, and is responsible for violations. When guests' vehicles exceed space available in the cul-de-sac, the host shall contact the Security Patrol Watch Supervisor to obtain approval for on-street parking.

d. Fire Lanes, Painted Curbs. All CVC color codes apply. Parking or driving in fire lanes by other than emergency (fire, police, ambulance) vehicles is prohibited except:

(1) For access to authorized parking or hangar spaces.

(2) When handling maintenance supplies and equipment with a government/contractor vehicle, provided emergency vehicle passage is not obstructed.

(3) While loading/unloading gear at a Bachelor Officer Quarters (BOQ)/Bachelor Enlisted Quarters (BEQ) with a temporary parking permit obtained from the BOQ supervisor at the BOQ or the BEQ supervisor at BEQ 7.

e. Disposal of abandoned vehicles will follow the procedures in enclosure (5) and reference (f). The owner will be cited and instructed to register or move the vehicle, whichever is appropriate, within 10 days. Noncompliance will result in towing and storage by commercial towing firm at owner's expense.

**(Note: Any vehicle deem to pose a potential safety or security hazard by the commanding officer will be towed/removed immediately without following timelines cited in reference (f).)**

8. Vehicle Operation in Unauthorized Areas. No person shall operate any vehicle in an area where operation of vehicles is prohibited or not authorized.

9. Litter Deposited or Thrown from Vehicle

a. No person shall cause, aid, or abet any person littering onboard or adjacent to NAS Lemoore.

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10. Vehicle Repairs. Lengthy (over one day) repair of vehicles will not be permitted in parking lots or housing areas. Morale, Welfare and Recreation Department maintains an auto hobby garage for that purpose. Vehicles exceeding these time periods are subject to towing.

11. Motorcycles. Motorcycles will be permitted to be operated on the air station under the following conditions and regulations:

a. The term "motorcycle" shall apply to motorcycles, motor scooters, motorized bicycles with or without pedals, and all terrain vehicles (ATVs).

b. Operators of motorcycles shall be currently licensed by one of the 50 states or District of Columbia motor vehicle licensing authorities to operate motorcycles on public highways of the United States.

c. Operators of motorcycles shall also have successfully completed the Motorcycle Safety Foundation's Motorcycle Rider Course (MRC) or the Motorcycle Safety Foundation's Motorcycle Rider Course - Riding and Street Skills (MRC-RSS) or other training approved by the Naval Safety Center. Each operator of an ATV shall have successfully completed a Naval Safety Center approved ATV Safety Course.

d. Motorcycle Rearview Mirrors. Government owned (non-tactical) and privately owned motorcycles, motor scooters, mopeds, and all terrain vehicles operated on naval stations shall not be operated without a rearview mirror mounted on each side of the handlebars.

e. A person operating a motorcycle when not qualified as stated in this paragraph will be cited into Traffic Court.

f. Motorcycle operators shall ensure headlights are turned on at all times while the motorcycle is being operated. (Does not apply to ATVs not factory equipped with headlights.)

g. Operators and passengers shall wear/use the following personal protective equipment when operating or riding on motorcycles:

(1) A properly fastened (under the chin) protective helmet that meets U.S. Department of Transportation (U.S. DOT) standards.

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(2) Eye protective devices which are defined as impact resistant eye glasses, goggles, or face shield attached to the helmet. (A windshield or fairing is not considered to be proper eye protection.)

(3) Hard-soled shoes with heels.

(4) Long sleeved shirt or jacket.

(5) Long legged trousers.

(6) Full fingered leather or equivalent gloves.

(7) Yellow or orange vest or motorcycle riding suit with 1-1/2 inch to 2-inch wide vertical or horizontal retroreflective stripes, front and back.

(8) Naval personnel are authorized to wear protective clothing with the uniform while operating or riding as a passenger on a motorcycle or while proceeding to and from a parking area to duty station. "Protective Clothing" is clothing which provides additional protection in the event of a mishap or for environmental conditions, i.e., leather jackets, gloves, pants and foul weather clothing.

### 13. Bicycles

a. Requirements. Bicycles ridden on the air station must be registered with Security and must be equipped with:

(1) White reflector in the front and red reflector in back, and forward and rear side reflectors or reflectorized tires. Reflectors must be visible from 500 feet in the low beam of a motor vehicle's headlights.

(2) A brake that can make one wheel skid on dry, level pavement.

(3) A front headlight that is visible for 300 feet if ridden between sunset and sunrise.

b. All bicyclists must wear bicycle helmets that conform with ANSI or Snell requirements.

c. The rider must sit on the bicycle seat and keep at least one hand on the handlebars. Proper hand signals indicating the rider's intentions are required.

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d. Two or more people may not ride on a bicycle unless a seat for each is provided.

e. Bicycles are prohibited on Reeves Boulevard between the Main Gate and Operations side. Bicyclists traveling between Main and Operations side must use the bicycle path.

f. The rider must not allow anyone riding on an object, with or without wheels, to hold onto the bicycle.

g. Travel must be in the same direction as other traffic, as near to the right curb or edge of the street as possible.

h. Vehicle Abatement Officer is responsible for impounding all recovered bicycles which have been lost or stolen.

(1) Notify Security immediately upon discovering the theft of a bicycle; pertinent information surrounding the theft is required. If recovery is made by the owner, Security must be notified immediately. Security patrol personnel or Pass and Decal will compare recovered bicycles to theft reports and notify the owner when identified. Stolen bicycles are frequently altered radically, so a check with Security Pass and Decal is recommended weekly to see if the bicycle has been recovered. Recovered bicycles will be returned upon presentation of proper identification and reasonable proof of ownership.

(2) Bicycles not claimed within 60 days may be disposed of following existing regulations.

i. Riders of bicycles have the same rights and responsibilities as the drivers of automobiles. They must obey traffic control devices and Security patrolmen directing traffic.

(1) Bicycle riders who violate traffic regulations will be cited with the same traffic citations used for motor vehicles.

(2) Persons receiving a citation must appear at Traffic Court for disposition. Dependents under 18 years of age must be accompanied by a parent or legal guardian.

j. Registration

(1) Bicycles shall be registered with Security Detachment's Pass and Decal Office to facilitate identification for the promotion of their recovery and speedy return to the rightful owner if found. Owners should register/deregister their

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bicycle(s) upon Permanent Change of Station (PCS) arrival/ departure to/from NAS Lemoore, or after the purchase/sale of their bicycle(s).

(2) Bicycles shall be registered at Pass and Decal, Bldg. 705, during normal working hours Monday - Friday. A bicycle registration card is provided by Pass and Decal to register a bicycle. Upon registering, a serialized decal listing the bicycle registration number shall be affixed to the frame.

(3) All servicemembers, dependents, and employees attached to or employed aboard the air station shall register their bicycle(s). Dependents under 12 years of age must be accompanied by their sponsor.

(4) Persons registering their bicycle(s) must bring their bicycle(s) to Pass and Decal.

(5) Bicycle Registration Card must be filled out completely and signed by the owner/sponsor.

(6) In the absence of manufacturer's serial number, an I.D. number of the owner's choosing may be placed on the bicycle in any locations as long as the number is on the bicycle registration card. The owner's or the parent's driver's license number and state of issue may be utilized vice social security number.

(7) Registration cards will be maintained at the Pass and Decal Office, with a copy provided to the registrant. Owners are encouraged to maintain an accurate record of their bicycle(s) on file.

(8) If ownership of bicycle changes:

(a) Previous owner should provide new owner with a bill of sale.

(b) New owner shall register the bicycle in his/her name.

14. Headphones and Earphones. The wearing of headphones or earphones is prohibited while driving a U.S. government vehicle, Privately Owned Vehicle (POV), motorcycle, or other self-propelled two-wheel, three-wheel, and four-wheel vehicles powered by a motorcycle-type engine. This does not negate the requirement for wearing hearing protection when conditions or good judgment dictate use of such protection.

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15. Sound Amplification Devices (CVC 27007). No driver of a vehicle shall operate or permit the operation of any sound amplification system which can be heard outside the vehicle from 50 or more feet unless that system is being operated to request assistance or warn of a hazardous situation. This section does NOT apply to authorized emergency and Security patrol vehicles.

16. Jogging. Per reference (h), personnel are not authorized to jog on main roads and streets of Naval installations with high traffic density and during peak traffic periods. Main roads and streets on NAS Lemoore have been identified as Reeves Blvd, Gateway Blvd, Enterprise, Franklin (West of the hospital), and Avenger Avenues. Pedestrians are prohibited from jogging on these roads i.e., sidewalk jogging only. Pedestrians wishing to jog between Main and Operations side are required to use the bicycle path. Jogging and jogging strollers are not permitted on the road or road shoulder if a sidewalk is available. Maximum use of the running track and bicycle path is encouraged. Personnel shall jog facing traffic and obey traffic rules and regulations. Violators will be cited to appear in Traffic Court.

NAS LEMOORE TRAFFIC COURT REGULATIONS

1. Hearings. The Traffic Court Hearing Officer shall hold hearings at a specified and published time to determine if administrative action is appropriate in cases involving alleged violations of references (a) through (e). The Traffic Court Hearing Officer will follow reference (d) and this instruction. The Traffic Court Officer is authorized to assign points, suspend or revoke privileges, and to bar vehicles from NAS Lemoore. Per reference (d), suspension is for a period of up to six months and applies only to privately owned motor vehicles; revocation is for a period greater than six months and applies to the operation of all motor vehicles except military yellow gear in the performance of official duties.

2. Court Appearances. All personnel shall be issued an Armed Forces Ticket (DD Form 1408) for alleged violations. Personnel cited for moving violations with an aggregate point assessment of four or less traffic points may elect to accept the traffic point assessment (as assigned per this instruction) and waive the right to an appearance at Traffic Court. This waiver shall be executed by the driver signing the following notation stamped on the DD Form 1408, "I elect to accept \_\_\_\_\_ point(s) assessment in lieu of appearing at Traffic Court". Points will then be assessed to the violator's driving record. Drivers wishing to contest the alleged violations shall be cited to appear in Traffic Court. Traffic Court appearance is mandatory for drivers being cited for alleged violations with traffic points assessment of five points or higher.

3. Parking Violation in Command/Departmental Areas

a. Certain designated command/departmental personnel (other than Security patrol personnel) may be authorized to issue traffic citations for parking violations within assigned parking spaces. Commanding officers/officers in charge/department heads may submit in writing to NAS Lemoore Security Detachment, the names of personnel whom they wish to issue parking violation citations.

b. Authorized personnel may not issue citations until they complete a citation-writing class given by Security personnel.

4. Proof of Insurance

a. Persons appearing before the Traffic Court Officer must produce proof that motor vehicle insurance meeting the minimum requirements of the State of California was in effect at the time of the alleged violation or incident and remains current.

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b. If the recipient of the traffic citation requiring appearance before the Traffic Court Officer is not the owner or the owner's spouse or dependent, he must produce a written statement from the owner of the vehicle that he was authorized to drive the vehicle at the time of the incident. The owner of the vehicle will be required to produce proof of insurance.

5. Appeals. Personnel who have received points or a notification of restricted driving privileges by the Traffic Court Hearing Officer may request a reconsideration or appeal the decision. The restriction will become effective 10 days from the date of the hearing. Appeals must be forwarded through the individual's chain of command and received by the Traffic Court Office within 10 working days of receipt of restriction notification. The Traffic Court Hearing Officer will forward all appeals to the NAS Lemoore Commanding Officer via the Station Judge Advocate. Any other special consideration due to personal hardship or mission-essential requirements must be submitted in the same manner.

6. Reinstatement. Personnel who have suffered suspension or revocation of driving privileges, or barment of motor vehicle for a specified period of time may, at the expiration of said time, request reinstatement by Traffic Court without submitting a request to the Commanding Officer. Individual must attach proof of completion of the Driver Improvement School with request for reinstatement.

7. Traffic Point System and Point Assessment for Traffic Violations. Assignment of points and point assessment for traffic violations is as follows:

a. One-year revocation is mandatory upon conviction of:

(1) Manslaughter (or negligent homicide by vehicle) resulting from the operation of a motor vehicle.

(2) Driving or being in actual physical control of a motor vehicle while under the influence of intoxicating liquor.

(3) Failure to submit to chemical tests (implied consent).

(4) Driving a motor vehicle while a habitual user or under the influence of any narcotic, or while under the influence of any other drug to a degree rendering him/her incapable of safe vehicle operation.

(5) In the commission of any felony in which a motor vehicle is used.

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(6) Fleeing the scene - death or personal injury in an accident (hit and run).

(7) Perjury or making false affidavit or statement under oath to responsible officials or under law or regulations relating to the ownership or operation of motor vehicles.

(8) Unauthorized use of a motor vehicle belonging to another, which act does not amount to a felony.

(9) Failure to have motor vehicle insurance meeting the minimum requirements of the State of California in effect at the time of a traffic accident.

b. An accumulation of 12 points in a 1-year period requires a mandatory revocation of driving privileges for 1 year. A citation for speeding in excess of 15 miles per hour over the posted speed limit will result in suspension of driving privileges for 3 months and 5 points assessment.

c. Suspension for a period of six months or less or revocation for a period not to exceed one year is discretionary for:

(1) Commission of an offense for which mandatory revocation is required upon conviction.

(2) Incompetent to drive a motor vehicle, e.g., mental or physical impairment.

(3) Commission of an offense off station which, if committed on the installation, would be grounds for suspension or revocation. These cases will not be handled by Traffic Court; they will be forwarded via the Station Judge Advocate to the Commanding Officer.

(4) Permitting an unlawful or fraudulent use of driver's license.

(5) Conviction for fleeing or attempting to elude a police officer.

(6) Conviction for speed contest.

(7) Failure to have motor vehicle insurance meeting the minimum requirements of the State of California in effect at the time of the alleged violation or incident or when appearing in Traffic Court.

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d. Schedule for Maximum Point Assessment

	Points Assessed
Reckless driving (willful and wanton disregard for the safety of persons or property)	6
Owner knowingly and willfully permitting another to operate his motor vehicle when physically impaired	6
Fleeing the scene (hit & run) - property damage	6
Driving vehicle impaired (consumption of alcohol - more than .04% and less than .10%)	6
Speed contests	6
Exceeded stated speed limit or speed too fast for conditions:	
1 to 5 miles per hour over posted speed limit	2
6 to 10 miles per hour over posted speed limit	3
11 to 15 miles per hour over posted speed limit	4
Over 15 but not more than 20 miles per hour above posted speed limit	5
Over 20 miles per hour above posted speed limit	6
Illegally parking in handicapped parking	4
Illegally parking in fire lane	4
Double the posted speed/reckless driving	12
Following too closely	4
Failure to yield right of way to emergency vehicle	4
Failure to stop for school bus or school crossing signals	4
Improper passing	4
Failure to yield (no official sign involved)	4

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Schedule for Maximum Point Assessment (continued)

	Points Assessed
Failure to obey traffic signals, traffic instructions of an enforcement officer or traffic warden, or any official regulating a traffic device requiring a mandatory stop, yield right of way, denial of entry, or required direction of traffic	4
Speed too slow for traffic conditions	3
Failure to use seat belts	3
Improper turning movements (no official sign involved)	3
Improper overtaking	3
Unsafe starting/backing	3
Improper motorcycle safety equipment\clothes	3
Bicycle infractions (i.e., improper safety equipment, failure to obey traffic signals, riding on the wrong side of the road)	1
Littering	5
Driver's license not in possession	3
Vehicle registration not in possession	3
Driving without required lighting equipment	3
Towing without proper towing equipment	3
Other moving violations (involving driver behavior only)	3
Illegal parking (i.e., crosswalk, loading zone)	3
Operating an unsafe vehicle	3
Driver involved in accident is deemed responsible (used only as additive to points assessed for specific offenses)	2

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e. Traffic Court will require personnel who have had their on-base driving privileges suspended, revoked, or barred to attend Driver Improvement School as a requisite to reinstatement. Included are persons who have been determined to be at fault in a traffic mishap while operating a Navy motor vehicle. Traffic Court will maintain a monthly updated list of personnel who have had their on-base driving privileges suspended, revoked, or have been barred from specific facilities.

f. Failure to comply with revocations, suspensions, and/or barments will result in disciplinary action under the Uniform Code of Military Justice or Civilian Personnel Instruction 752 for failure to obey a lawful order, and an extension of restriction for a period of not less than two years.

8. Witness Citations

a. Personnel who witness a traffic violation may report it to the Security Watch Supervisor in Building 705. The witness must physically assist in filling out the citation, provide enough vehicle and personal information to trace the alleged violator (e.g., vehicle license and decal or physical description of driver), accurately describe the violation, list his/her name, command, and telephone number on the back of the citation's yellow copy, and appear in Traffic Court the date and time the case is heard. Personnel O-4 or civilian Federal Service grade GS-12 and above may submit an affidavit vice personal appearance in Traffic Court.

b. If the alleged violator fails to appear on the scheduled hearing date and time, he/she will be assessed maximum points, driver improvement school, and/or driving restrictions as required by the alleged violation and his/her driving record. Failure to appear will result in loss of driving privileges.

c. Traffic Court is held Tuesday through Thursday from 0800-1000. Patrolmen issuing traffic citations that require the driver to appear at Traffic Court will schedule the appearance a minimum of 10 working days from the date of the violation, taking into account legal holidays and the Tuesday through Thursday court schedule. Patrolmen issuing citations that are being contested at Traffic Court are required to appear at scheduled hearings to give testimony regarding the violation. Failure to appear shall result in the dismissal of the citation.

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VEHICLE STORAGE AND IMPOUNDMENT PROCEDURES

1. Location. One compound is located adjacent to Building 705. It is the designated facility for operable vehicles belonging to deployed personnel; however, recreational vehicles (RVs) may be stored there (priority for storage will be given to deployed personnel). A second RV compound is located directly north of the Auto Hobby Shop. These areas will be for the storage of recreational vehicles which will not comfortably fit in owner's carport or garage. Both compounds will be administered by the Morale, Welfare and Recreation (MWR) Department. For information call extension 4897.

2. Definitions

a. Operable Vehicles. Includes all vehicles in a good state of repair which can be freely moved under their designed power source (i.e., autos, trucks, motorcycles).

b. Inoperable Vehicles. Includes all vehicles which cannot be freely moved under their designed power source (i.e., flat tires, broken axles).

c. Abandoned Vehicles. Wide latitude is allowed in the California Vehicle Code when determining vehicles and parts thereof are abandoned. Due to the fluid nature of duty assignments away from station, only unregistered (expired for more than 30 days or no state registration) vehicles, those legally parked but unattended by owner or agent over 30 days; those illegally parked over 48 hours, if both station decal and state requirements have been expired for more than 30 days; if either station decal or state registration has been expired for more than 6 months; if Security personnel reasonably believe the vehicle to be inoperative and has not been moved for 72 hours; and those impeding the flow of traffic shall be considered abandoned vehicles. Others may be determined to be abandoned after investigation of a complaint. The time period commences when a written warning or ticket is issued. Only one written warning or ticket will be issued.

d. Legally Appointed Agents. Includes those persons legally empowered to act in the owner's behalf (normally in owner's absence) as documented by notarized letter, power of attorney, or other legal document.

e. Recreational Vehicles. Includes trailers, campers, camper shells, boats, "pop-up" trailers, and other recreational vehicles which are not motorized or otherwise capable of movement

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under their own power. Also includes motorhomes which constitute an impediment to safe traffic flow and cannot comfortably fit in sponsor's carport or garage.

3. Abatement of Abandoned Vehicles

a. The provisions of this instruction amplify and implement California Vehicle Code and reference (d) aboard the station. This instruction applies to any vehicle or part thereof not lawfully and completely enclosed within a building and visible from the street or other public or private property. Abandoned, wrecked, dismantled, or inoperative vehicles or parts thereof shall be abated and removed as a public nuisance and attractive theft nuisance. The Security Detachment is the local police department which must be notified of and maintain records of vehicles abated, as required in references (d) and (e).

b. Commercial towing of privately owned vehicles (POVs) is justified when conditions addressed in references (d) and (e) occur and Security personnel reasonably believe the vehicle is abandoned.

4. Towing Privately Owned Vehicles. Towing of POVs is justified when any of the following conditions exist:

a. The POV is illegally parked:

(1) On a street or bridge, in a tunnel, or is double parked and interferes with the orderly flow of traffic.

(2) On a sidewalk, within an intersection, on a crosswalk, on a railroad track, in a fire lane, or is blocking a driveway so that the vehicle interferes with operations or creates a safety hazard to other roadway users or the general public. An example would be a vehicle parked within 15 feet of a fire hydrant or blocking a properly marked driveway of a fire station or aircraft-alert crew facility.

(3) When blocking an emergency exit door of any public place (installation theater, club, dining hall, hospital, or other facility).

(4) In a "tow-away" zone that is so marked with proper signs.

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b. The POV interferes with:

(1) Street cleaning operations and attempts to contact the owner have been unsuccessful.

(2) Emergency operations during a natural disaster or fire, or must be removed from the disaster area during cleanup operations.

c. The owner or person in charge has been apprehended and is unable or unwilling to arrange for custody or removal.

d. The POV is mechanically defective and is a menace to others using the public roadways.

e. The POV is disabled by a traffic incident and the operator is either unavailable or physically incapable of having the vehicle towed to a place of safety for storage or safekeeping.

f. Law enforcement personnel reasonably believe the vehicle is abandoned.

g. The POV has been driven onto the base by a barred individual or a barred driver.

h. The POV is displaying a DoD or NAS Lemoore vehicle decal that has been tampered with.

i. The POV is displaying an NAS Lemoore temporary vehicle pass that was issued to a different vehicle.

j. The Commanding Officer determines that, in his best judgment, towing of a vehicle is necessary to maintain safety, security, or good order and discipline on this installation.

##### 5. Towing Procedures

a. If a vehicle is being towed under provisions of paragraph 4f-4j, a commercial towing company shall be notified to remove vehicle at owner's expense. Towing of a vehicle for reasons covered under paragraphs 4a-4e, will be towed by the Public Works tow truck to the impound lot at Building 705.

b. The Security Vehicle Abatement Officer will make the following checks to determine ownership of said vehicle:

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- (1) Pass and Decal records;
- (2) Department of Motor Vehicles; and,
- (3) Worldwide locator, if necessary.

c. If it is found that the registered owner is a DoD civilian employee or a military member currently attached to a unit at NAS Lemoore who is deployed or TAD, Security personnel will attempt to contact the owner to see if prior arrangements were made by the owner for someone to have access to the vehicle. If attempts prove unsuccessful, Public Works will tow the vehicle to the Security compound area.

d. If it is found that the owner, military or civilian, is no longer a DoD employee or otherwise attached to NAS Lemoore, the vehicle will be towed by a local commercial towing company, with expenses to be borne by the owner.

e. The vehicle may be moved a short distance by Security personnel to a legal parking area and temporarily secured until the owner is found.

f. Another responsible person may be allowed to drive or tow with permission from the owner, operator, or person empowered to control the vehicle. In this case, the owner, operator, or person empowered to control the vehicle will be informed that Security personnel are not responsible for safeguarding the POV. However, failure by Security to so inform the owner does not make Security responsible for safeguarding the vehicle.

g. DD Form 2504 (Abandoned Vehicle Notice) will be conspicuously placed on POVs considered unattended.

h. A DD Form 2505 (Abandoned Vehicle Removal Authorization) will be completed and signed by the Security Officer or Assistant Security Officer with a copy issued to the commercial tow operator.

i. After the vehicle has been removed, the Vehicle Abatement Officer will complete DD Form 2506 (Vehicle Impoundment Report) as a record of the actions taken. An inventory listing of personal property will be done to protect the owner, law enforcement personnel (Security), the tow operator, and the Commanding Officer.

j. The contents of a closed container such as a suitcase inside the vehicle need not be inventoried. Such articles should

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be opened only if necessary to identify the owner of the vehicle or if the container might contain explosives or otherwise present a danger. Merely listing the container and sealing it with security tape will suffice.

k. Personal property must be placed in a secure area for safekeeping per reference (i).

l. After vehicle has been towed, Vehicle Abatement Officer will prepare DD Form 2507 (Notice of Vehicle Impoundment) to be forwarded to:

- (1) Security Dispatch;
- (2) Vehicle Abatement Officer's vehicle abatement file;
- (3) Registered owner via certified mail;
- (4) Legal owner, if known and if different than registered owner, via certified mail;
- (5) Commanding Officer or Officer in Charge at individual's last known command.
- (6) California Department of Justice, per reference (e), in cases when the last known registered owner cannot be identified.

m. Vehicles on Out-lease Land. A ten-day notice of abatement shall be issued as required by California Vehicle Code. The landowner's copy of notice shall be maintained by Security Detachment.

#### 6. Disposition of Vehicles after Impoundment

a. If a privately owned vehicle is impounded for evidentiary purposes, the vehicle can be held for as long as the evidentiary, administrative, or law enforcement purpose exists. The vehicle must then be returned to the owner without delay unless directed otherwise by competent authority.

b. If the vehicle is unclaimed after 120 days from the date notification was mailed to the last known owner or the owner released the vehicle by properly completing DD Form 2505, the vehicle will be disposed of by one of the following procedures:

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(1) Release to the lienholder, if known.

(2) Processed as abandoned property per reference (f) and DoD 4160.21-M.

7. Stolen POVs or Vehicles Involved in Criminal Activity

a. When the POV is to be held for criminal evidentiary purposes, the vehicle should remain in the custody of the applicable service or Defense Logistics Agency (DLA) until law enforcement purposes are served.

b. Recovered stolen POVs will be released to the registered owner, unless held for evidentiary purposes, or to the law enforcement agency reporting the vehicle stolen, as appropriate.

c. A POV held on request of other authorities (e.g., accident or criminal investigations, temporary storage) will be retained in the custody of the applicable service or DLA until the vehicle can be released to such authorities.

COLLATION AND DATA RECORD  
PAGE SEQUENCE FOR MAS LEMOORE

PLANT JOB NO.

Sheet \_\_\_\_\_ of \_\_\_\_\_

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4.	E(2)	2	24.			44.			64.			84.		
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REMARKS