

Army Regulation 600–55

Personnel-General

**The Army
Driver and
Operator
Standardization
Program
(Selection,
Training,
Testing, and
Licensing)**

Headquarters
Department of the Army
Washington, DC
17 September 2019

UNCLASSIFIED

SUMMARY of CHANGE

AR 600–55

The Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing)

This administrative revision, dated 15 May 2020–

- o Identifies the incorporation of AD 2018–07–2, removing Accident Avoidance Course training as a mandatory training requirement (throughout).

This major revision, dated 17 September 2019—

- o Revises commander responsibilities (company, battalion, and brigade commanders) and adds responsibilities for squad leaders/first line supervisors, and operators/senior occupants (para 1–4).
- o Updates license criteria for Army Servicemembers (para 2–2).
- o Changes criteria for license requirements outside the United States (para 2–2c).
- o Updates license criteria for Department of the Army Civilian drivers (para 2–3).
- o Defines commercial driver’s license criteria for Department of the Army Civilians and contractors (para 2–5).
- o Updates waiver requirements for licensing non-tactical vehicles (para 2–6).
- o Adds new figures to depict operator selection and license flow (chaps 3 and 4).
- o Adds roles for master drivers, license instructors, and license examiners (chap 4).
- o Adds training requirements for master driver manager, master driver, and license instructors/license examiners (para 4–1).
- o Defines qualification training by Phases (I, II, and III) (para 4–3).
- o Defines annual check ride requirements (para 4–5).
- o Adds information pertaining to validation of reassigned operators (para 4–6).
- o Defines training requirements for track vehicles (para 4–8).
- o Updates criteria for mechanical and ground support licensing (para 4–9).
- o Clarifies criteria for training and licensing on trailers (para 4–11).
- o Updates criteria for training and licensing on commercial off the shelf items (para 4–12).
- o Adds clarity for hazardous material certifications for Army Servicemembers, Department of the Army Civilians, and contractors (para 4–13).
- o Adds criteria for testing procedures that correlate to training phases (para 5–1).
- o Updates criteria for renewing operator permits following change of command (para 6–2).

- o Updates criteria for issuance and control of learner permits (para 6–3).
- o Updates procedures for training operators on mechanical or ground support equipment (para 7–2).
- o Defines required timeframe for operator night vision device refresher training (para 8–6).
- o Adds hyperlink to access spreadsheet, and updated vehicle classification criteria (app C).
- o Provides clarification on the use of driver testing training device (app D).
- o Adds details on Motor Vehicle Operator Driver Training Course program of instruction to bring it in line with TC 21–305–20 (para E–3).
- o Updates criteria for selecting license instructors and license examiners (app F).
- o Adds inspection checklist (app J).
- o Adds information to define framework for licensing and the roles of training circulars, training support packages, technical manuals, and field manuals (app K).
- o Adds information to prescribe required documentation in operator training folder (app L).
- o Replaces references to SAMS1–E with Global Combat Support System-Army (throughout).

Effective 17 October 2019

Personnel-General

The Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing)

By Order of the Secretary of the Army:

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General, United States Army
Chief of Staff

Official:


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to the Secretary of the Army

History. This publication is an administrative revision. The portions affected by this administrative revision are listed in the summary of change.

Summary. This regulation governs the selection, training, testing, and licensing of motor vehicle drivers and equipment operators.

Applicability. This regulation applies to the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve, unless otherwise stated. It also applies to all Department of the Army Civilian employees, non-appropriated fund

employees, Youth/Student Assistant Program employees, foreign nationals directly and indirectly employed by Department of the Army, and contractor personnel, where stated, operating Army vehicles and equipment. This regulation is applicable during full mobilization.

Proponent and exception authority.

The proponent of this regulation is the Deputy Chief of Staff, G–3/5/7. The proponent has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The proponent may delegate this approval authority, in writing, to a division chief within the proponent agency or its direct reporting unit or field operating agency, in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to the policy proponent. Refer to AR 25–30 for specific guidance.

Army internal control process.

This regulation contains internal control provisions in accordance with AR 11–2 and identifies key internal controls that must be evaluated (see appendix M).

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from the Deputy Chief of Staff, G–3/5/7 (DAMO–TRI), 450 Army Pentagon, Washington, DC 20310–0200.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to the Deputy Chief of Staff, G–3/5/7 (DAMO–TRI), 450 Army Pentagon, Washington, DC 20310–0200.

Distribution. This publication is available in electronic media only and is intended the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

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Glossary

Chapter 1

Introduction

1–1. Purpose

This regulation establishes standards, policies, and procedures for the selection, training, testing, and licensing of operators of Army Government-owned or Government-leased vehicles and equipment.

1–2. References and forms

See appendix A.

1–3. Explanation of abbreviations and terms

See the glossary.

1–4. Responsibilities

a. On behalf of the Chief of Staff of the Army, the Director of Army Safety will manage Armywide safety policy and guidance for safe vehicle operations.

b. The Assistant Secretary of the Army (Installations, Energy and Environment), as the designated agency safety and health official will—

- (1) Maintain oversight of the safety and occupational health policy.
- (2) Define strategic goals and ways to measure the effectiveness of the motor vehicle operations that focus on preventing motor vehicle accidents.

(3) Oversee the Army Driver and Operator Standardization program.

c. The Deputy Chief of Staff, G–1 will—

- (1) Develop policy to recruit individuals for driver initial entry training (IET).
- (2) Manage distribution of military occupational specialty (MOS) trained drivers.

d. The Deputy Chief of Staff, G–3/5/7 will—

- (1) Develop policy for selecting, testing, and licensing vehicles and equipment operators.
- (2) Develop policy for training drivers and operators in IET and MOS producing programs.

e. Chief, National Guard Bureau (CNGB) will—

- (1) Select, train, test, and license vehicle and equipment operators.
- (2) Ensure that sufficient qualified and experienced vehicle operators are available to support mobilization requirements.

(3) Ensure compliance with DOT rules at 49 CFR Part 382 regarding DA Civilian employees who perform DOT safety sensitive functions including alcohol and controlled substance testing and training for supervisors of these DA Civilian employees.

(4) Implement this regulation and any additional requirements (not in conflict with this regulation) made necessary by local traffic conditions, civil restrictions, accident data, and desired standards of operator performance and preventive maintenance. Ensure licensing programs adequately address federal, state, local, and host-nation (HN) traffic laws.

f. Commanding General, U.S. Army Training and Doctrine Command (TRADOC), will develop training circulars (TCs) and training support packages (TSPs) for all major wheeled and tracked vehicle fleet variants, and generic support packages for material handling equipment, engineer equipment, and mechanical and ground support equipment operator training, including critical tasks, prescribed conditions, and standards, as necessary.

(1) Institutional training conducted by TRADOC organizations is for the purpose of training Soldiers in required MOS skills during initial entry training, Noncommissioned Officer Education System courses, and Officer Education System courses. It will include sequential and progressive instruction in academic subjects and on driving in accordance with an approved program of instruction (POI). Student operators will not participate in any hands-on vehicle or operators' training without a valid Optional Form (OF) 346 (U.S. Government Motor Vehicle Operator's Identification Card) or DA Form 5984–E (Operator's Permit Record) (see chap 6). DA Form 5984–E is generated electronically through Global Combat Support System-Army (GCSS-Army).

(a) Academics and driving. The POI provides requirements and guidelines for commanders to use in implementing training programs, to include academic subjects as well as hands-on training.

(b) Evaluation. During training, the student operator must successfully complete the performance-based (written) tests and performance tests required by the POI. Student operator's DA Form 348 (Equipment Operator's Qualification

Record (Except Aircraft)) will be annotated with test results as a record of training. Equipment proponent will obtain input from Commandant, U.S. Army Transportation School (USATSCH), (ATZF-ADSO), Fort Lee, VA 23801-2102 on the general aspects of driver training and submit the training packages and products to USATSCH for commandant's approval. However, specific vehicle-oriented training packages and training support materials will be produced by the TRADOC school that is the hardware proponent.

(2) The Commandant, U.S. Army Transportation School (USATSCH) is the proponent for wheeled vehicle driver training, Army Driver's Training Strategy, and the Master Driver certification course.

(3) The mission proponent for military police vehicles, fire trucks, crash or rescue vehicles, and ambulances will develop mission specific training. As part of the developmental process for wheeled vehicles, USATSCH will identify (upon request) and provide critical operator or driver tasks, conditions, and standards to the TRADOC hardware proponent. Final products will be coordinated with USATSCH for approval.

g. Commanding General, U.S. Army Materiel Command will—

(1) Acquire vehicles and equipment that foster maximum safe operations, are crashworthy, and are equipped with required occupant restraint systems.

(2) Develop operator procedures, including emergency procedures for vehicles and equipment.

h. Commanders of Army commands (ACOMs), Army service component commands (ASCCs), U.S. Army Reserve (USAR) geographic and functional commands (GFCs), and direct reporting units (DRUs) will—

(1) Select, train, test, and license vehicle and equipment operators.

(2) Ensure that sufficient qualified and experienced vehicle operators are available to support mobilization requirements.

(3) Ensure compliance with DOT rules at 49 CFR Part 382 regarding DA Civilian employees who perform DOT safety sensitive functions including alcohol and controlled substance testing and training for supervisors of these DA Civilian employees.

(4) Implement this regulation and any additional requirements (not in conflict with this regulation) made necessary by local traffic conditions, civil restrictions, accident data, and desired standards of operator performance and preventive maintenance. Ensure licensing programs adequately address federal, state, local, and host-nation (HN) traffic laws.

i. Brigade commanders or DA Civilian directors of organizations general schedule (GS)-15 will—

(1) Select, train, test, and license vehicle and equipment operators.

(2) Delegate to subordinate commanders (battalion level or civilian division chief/GS-14) in writing the authority to train, test, and license noncommercial vehicle and equipment operators. Initial Operator Training programs (Phase I) should be managed at the highest level possible (battalion level and above), however certain circumstances may require program management and training execution at company size or below. Brigade commanders and civilian directors (GS-15) may delegate in writing to company level commanders the authority to conduct driver and operator training, testing, and licensing only when these organizations are geographically separated from higher commands, which prevents consolidated training management.

(3) Appoint, in writing, a noncommissioned officer (NCO) (SFC/E7 or comparable civilian equivalent/GS-7 and above) to the position of brigade master driver manager to manage subordinate organization licensing programs (see para 4-1 for role of master driver managers).

(4) Develop standard operating procedures (SOPs) to ensure subordinate organizations are provided clear guidance on training, certifying, and licensing operators on vehicles and equipment.

j. Battalion commanders or civilian division chiefs (GS-14) will—

(1) Develop and publish guidance for implementing operator licensing program within the organization.

(2) Appoint, in writing, an NCO (SSG/E-6 and above, or comparable civilian equivalent/GS-7 and above) to the position of battalion master driver to manage licensing program (see 4-1 for role of master drivers).

(3) Ensure vehicle and equipment operators are properly licensed and trained according to this regulation and other local requirements. Training will include driver responsibilities, laws and regulations, basic operating procedures, emergency response procedures, accident causes and reporting, hazards and safety measures, operation of government vehicles off post/base, transportation of personnel, maintenance responsibilities and forms, convoy operations, equipment/vehicle hands on training, and training validation concludes with a performance road test (see chap 4 and app E for POI requirements).

k. Company commanders or civilian branch chiefs (GS-12 and above) will—

(1) Develop and publish guidance for interviewing and selecting driver candidates (see interview details in para 3-2, and sample interview questions in app B).

(2) Certify and appoint, in writing, sufficient numbers of license instructors and license examiners within the organization to conduct required training, test administration, and training validation/performance road tests. Certifying

and appointing license instructors and license examiners are unit responsibilities and these personnel should be organic to the organization conducting the training. The total number of required equipment operators, equipment density, and influx of personnel are considerations when determining required number of license instructors (see para 4–1 for roles and responsibilities for license instructors and license examiners).

(3) Ensure all records and forms as listed in appendix A, section III and appendix L are maintained according to this regulation. Organizations using GCSS-Army will enter operator qualifications for managing operator licenses and equipment usage. The manual DA Form 348 will be used in conjunction with GCSS-Army automated records and retained in accordance with chapter 4–2 of this regulation. Responsible individuals will be appointed in writing.

(4) Ensure sustainment training is provided by qualified personnel according to this regulation (see chap 4).

(5) Ensure driver candidates meet federal, state, local, and/or HN driver licensing requirements.

(6) Ensure that risk assessments are conducted for all phases of operator training and that mitigation strategies are implemented prior to execution.

Note. Commanders that suspect a driver's license has been revoked may request assistance from the local provost marshal/military police station to validate the operator's driver record.

l. First line supervisor (Army or civilian), section leader, or squad leaders will—

(1) Be licensed on the equipment they are directly supervising the operation and maintenance on.

(2) Ensure personnel are trained in operator preventive maintenance checks and services (PMCS), safe driving practices, and correct loading techniques.

(3) Review operator forms and records for accuracy and completeness as required by the chain of command.

(4) Coordinate with license instructors or license examiners to ensure annual check rides are accomplished for all subordinate Soldiers/personnel. Supervisors that are licensed operators may conduct annual check rides (see para 4–5 for details).

(5) Ensure that personnel licensed on night vision devices (NVDs) receive required refresher training (see para 8–6 for details).

(6) Continually spot check and supervise equipment operators in the areas listed in paragraph 1–4g(6).

(7) Receive required training on alcohol and drug testing of DA Civilian drivers.

m. Equipment/vehicle operators will—

(1) Operate vehicles or equipment in a safe and prudent manner according to operator technical manuals (TMs) and manufacturer specified operating instructions, and report unsafe operating conditions of vehicles or equipment.

(2) Wear installed restraint systems.

(3) Report all accidents to supervisor.

(4) Comply with all municipal, state, and military motor vehicle or equipment regulations, as required.

(5) Ensure cargo (including personnel) is properly loaded, secured, and protected from the elements prior to transport.

(6) Ensure vehicles or equipment and their contents are properly secured when left unattended.

(7) Inform supervisor if using medication that may adversely affect vision or coordination, or cause drowsiness.

(8) Comply with all vehicle safety requirements as defined in AR 385–10.

(9) DA Civilian drivers will comply with all DOT alcohol and drug testing requirement as defined in AR 600–85.

n. The senior occupant in all Army vehicles will—

(1) Ensure the driver does not exceed the maximum operating hours listed in AR 385–10 without a rest break, and ensure drivers do not operate vehicles or equipment when they appear fatigued or physically, mentally, or emotionally impaired.

(2) Ensure the authorized seating capacity of the vehicle is not exceeded.

(3) Ensure vehicle occupants wear installed restraint systems when the vehicle is in motion.

(4) Assist the driver in recognizing unsafe traffic situations or conditions of the vehicle, as well as the execution of difficult maneuvers such as backing or navigating the vehicle through congested areas.

(5) Ensure the driver complies with road signs and posted speed limits and adjusts as dictated by weather, traffic, and road conditions.

(6) Ensure the operator is properly licensed on equipment defined in paragraph 7–1, wheeled vehicles, tracked vehicles, trailers, or night vision devices prior to operation or movement.

(7) Be responsible for the overall safety of the occupants according to AR 385–10.

1–5. Records management (recordkeeping) requirements

The records management requirement for all record numbers, associated forms, and reports required by this regulation are addressed in the Records Retention Schedule-Army (RRS–A). Detailed information for all related record numbers,

forms, and reports are located in ARIMS/RRS–A at <https://www.arims.army.mil>. If any record numbers, forms, and reports are not current, addressed, and/or published correctly in ARIMS/RRS–A, see DA Pam 25–403 for guidance.

Chapter 2

Driver Applicants

2–1. License requirements

a. This chapter identifies licensing requirements of applicants for motor vehicle operator positions. All Department of Defense (DOD) military and civilian personnel (excluding contractors), to include foreign nationals whose position requires them to operate an Army Government-owned or Government-leased vehicle will have a valid civilian driver's license issued by a State, the District of Columbia, a U.S. possession (Virgin Islands, Puerto Rico, or Guam), or foreign country (foreign nationals only) as a requisite for employment, and be selected, trained, tested, licensed, and recorded in accordance with this regulation and AR 385–10. DA Civilian personnel required to operate Army motor vehicles (AMVs) as a part of their occupational duties will have pre-employment license requirements clearly detailed in the position description.

b. DOD contractor employees assigned to operate Government-owned or Government-leased equipment in the performance of their contract will be in compliance with the licensing requirements of the federal, state, local, and applicable foreign nation motor vehicle laws and certified, by the contractor and at the contractor's expense, as being fully qualified to operate the equipment which they are assigned. The prime contractor must document all required operator qualifications and provide this documentation (commercial drivers' license (CDL), and hazardous material endorsements) to the administrative contracting officer prior to the contract employee engaging in equipment operation. The administrative contracting officer will retain this documentation.

c. DA Civilians appointed under direct-hire authority in cases of Office of Personnel Management (OPM) registers, reinstatements, position changes or transfers, and noncompetitive job appointments must comply with the provisions of this regulation.

d. OF 346 cannot be placed on the website for security reasons. Federal agencies can place an order for this form at <https://www.gsaglobalsupply.gsa.gov> or <https://www.gsaadvantage.gov> with either a Government purchase card or Activity Address Code. The national stock number is 7540–00–634–3999.

Note. Government contractors will need to have their Government department, agency, or office sponsor their request before placing an order.

2–2. Army Servicemembers

The following minimum licensing requirements apply to military operators of AMVs:

a. Driving off the installation. Within the United States or U.S. possessions, operators must have—

(1) A valid OF 346 or DA Form 5984–E. However, commanders have the option to waive the OF 346 or DA Form 5984–E requirement for Army Servicemembers to operate non-tactical administrative DOD motor vehicles with a gross vehicle weight less than 10,000 pounds (see para 2–6 for waiver requirements and situations when the waiver of an OF 346 or DA Form 5984–E is prohibited).

(2) A valid civilian driver's license issued by a State (not necessarily the State in which the activity is located), the District of Columbia, or a U.S. possession (Virgin Islands, Puerto Rico, or Guam).

b. Driving vehicles exclusively on the installation. Within the United States or U.S. possessions (as a prerequisite for awarding an MOS), operators—

(1) Are not required to have a civilian driver's license (tactical vehicles operated on the installation only).

(2) Must have a valid OF 346 or DA Form 5984–E.

c. Driving outside the United States or United States possessions. Operators must—

(1) Have a valid OF 346 or DA Form 5984–E.

(2) Possess a valid civilian driver's license issued by the civil authorities of HN or by any state or territory of the United States unless the operational ACOM or ASCC commander waives requirements in a deployed situation that does not violate HN laws or status of forces agreements (SOFAs).

(3) Meet any additional HN laws.

2–3. Department of the Army Civilian drivers

The following licensing requirements apply to DA Civilians operating AMVs:

a. Driving within the United States or United States possessions, including those who exclusively drive Army motor vehicles on the installation. Operators must have—

(1) A valid OF 346 or DA Form 5984–E. However, the OF 346 or DA Form 5984–E is not required for DA Civilian personnel who operate non-tactical administrative DOD motor vehicles with a gross vehicle weight less than 10,000 pounds (see para 2–6 for waiver requirements of DA Civilian drivers and situations when the waiver of an OF 346 or DA Form 5984–E is prohibited).

(2) A valid civilian driver's license issued by a State or U.S. possession for the size and class of vehicle to be operated.

b. Driving outside the United States or United States possessions. Operators must—

(1) Have a valid OF 346 or DA Form 5984–E.

(2) Possess a valid civilian driver's license issued by the civil authorities of HN or by any state or territory of the United States for the size and class of vehicle to be operated.

(3) Meet any additional HN and operational ACOM or ASCC requirements.

2–4. Department of Defense service operators and other U.S. Government agencies

Valid operator's permits of active members of other U.S. military Services or Government agencies may be honored as a matter of reciprocal courtesy by garrison/senior commanders provided local military and civilian requirements have been met.

2–5. Commercial drivers' license

a. The CDL program was established by the Commercial Motor Vehicle Safety Act of 1986, Section 31301, Title 49 United States Code (49 USC 31301). This Act is applicable only within the United States and applies to every person who operates a commercial motor vehicle in interstate, foreign, or intrastate commerce, to all employers of such persons, and to all States.

b. Military operators of equipment owned or equipment leased by the DOD are granted a waiver of the Commercial Motor Vehicle Safety Act of 1986's requirements (that is, are not required to obtain a State CDL). This waiver applies to any active duty military personnel and members of the USAR and ARNG on active duty; including personnel on full-time National Guard duty, personnel on part-time National Guard training, and ARNG military technicians (civilians who are required to wear military uniforms and are subject to the Uniform Code of Military Justice). This exception is not applicable to USAR military technicians.

c. DA Civilian and contractor-employed civilians (except firefighters) must have a CDL to operate the following Government-owned or Government-leased vehicles on public roadways (see para 4–13*d* for description of public roadways):

(1) *Class A combination vehicle.* Any combination of vehicles with a gross combination weight rating of 26,001 or more pounds provided the gross vehicle weight rating (GVWR) of the vehicle being towed exceeds 10,000 pounds.

(2) *Class B heavy straight vehicle.* Any single vehicle with a GVWR of 26,001 or more pounds, or any such vehicle towing a vehicle not in excess of 10,000 pounds GVWR.

(3) *Class C small vehicle.* Any single vehicle, or combination of vehicles, that meets neither the definition of class A or class B as defined in paragraphs 2–5*c*(1) and 2–5*c*(2), but is either designed to transport 16 or more passengers including the driver, or is used to transport hazardous materials (HAZMAT) or waste in any amount.

d. DA civilian drivers are not required to possess a CDL when operating Class A–C Government-owned or Government-leased motor vehicles exclusively within a contiguous Federal facility boundary where public access is controlled or restricted, however must be trained and licensed according to this regulation and possess a valid OF 346 or DA Form 5984–E.

e. Refer to paragraph 4–13 for hazardous material endorsement requirements, and appendix C for the Wheeled Vehicle Fleet Classification System, which categorizes Army tactical wheeled vehicles according to CDL vehicle classes.

f. Additional CDL qualification requirements are contained in Part 383, Title 49, Code of Federal regulations (49 CFR 383).

g. Additional CDL requirements are contained in Part 382, Title 49, Code of Federal regulations (49 CFR 382).

2–6. Waivers

a. Department of the Army Civilian drivers. The OF 346 or DA Form 5984–E requirement is waived for DA Civilian personnel who operate non-tactical administrative DOD motor vehicles with a gross vehicle weight of less than 10,000 pounds (see para 2–6*e* for situations when the waiver of an OF 346 or DA Form 5984–E does not apply to DA Civilian personnel).

b. Department of the Army Civilian waiver criteria. For the waiver to apply, DA Civilian drivers must have—

(1) A valid civilian driver's license issued by a State, the District of Columbia, or a U.S. possession (Virgin Islands, Puerto Rico, or Guam), or HN (foreign nationals) in their possession.

(2) DOD identification card (also known as a common access card (CAC)).

(3) A valid dispatch.

c. *Army Servicemembers.* Garrison and senior commanders, USAR GFC commanders, or CNGB, or the Director, Army National Guard (DARNG) if so delegated by the CNGB may waive issuance of an OF 346 or DA Form 5984-E for DOD military personnel to operate non-tactical administrative DOD motor vehicles with a gross vehicle weight of less than 10,000 pounds. Commanders who choose to waive the OF 346/DA Form 5984-E requirement for non-tactical vehicles will develop, implement, and maintain measures (for example, rosters, identification cards, and computer generated rosters) to identify those operators who are qualified and authorized to operate these vehicles for official business.

d. *Army Servicemember waiver criteria.* For the waiver to apply, Army Servicemembers must have—

(1) A valid DA Form 348 kept on file at unit.

(2) A valid civilian driver's license issued by a State, the District of Columbia, or a U.S. possession (Virgin Islands, Puerto Rico, or Guam) in their possession.

(3) DOD identification card (also known as a CAC).

(4) A valid dispatch.

e. This waiver does not apply to—

(1) Operation of forklifts, emergency vehicles, or buses/vans (over 12 passengers).

(2) Operating motorcycles, mopeds, and all-terrain vehicles (ATVs).

(3) Operating tactical vehicles.

(4) The transportation of hazardous materials.

(5) The towing of trailers.

2-7. Foreign national drivers

a. Foreign or local nationals and military personnel of allied armies required to operate U.S. Army vehicles or equipment must possess a valid civilian driver's license issued by the HN and be trained, tested, and issued an OF 346 according to this regulation. ASCCs may authorize the development of internal training programs and testing procedures that address language barriers with foreign national drivers providing the licensing requirements within this regulation are accomplished.

b. Limitations imposed on foreign operators as a matter of security will be stated on permits and enforced accordingly (see para 6-3c).

c. Agreements with allied armies regarding Joint employment of U.S. Army vehicles, equipment, or operators will incorporate essential features of this regulation.

Chapter 3 Driver or Operator Selection

3-1. Records review

The selection process for operators begins when the commander or authorized representative screens the individual's current counseling/performance record, DA Form 348, and medical profiles. A poor driving record, mental or emotional instability, physical handicaps (that cannot be accommodated), and alcohol or drug-related incidents are factors to be considered when assessing the strengths of prospective drivers and operators (see fig 3-1 for operator selection flow chart).

3-2. Driver interviews

a. Interviews will be conducted by the commander or authorized representative in writing, by using a standardized format or the checklist in appendix B. The interviews will be conducted in person and documented in writing. Areas of concern are maturity, attitude, past driving record, hearing, extreme nervousness, or any abnormal characteristics. Medication that causes drowsiness, impairs vision, or affects coordination, will also be taken into consideration. The supervisor or commander will check with appropriate medical personnel regarding doubts or concerns about any medications.

b. See appendix B for a sample driver interview.

c. The driver interview should be used judiciously by the commander or authorized representative to assess the strengths of potential operators. Commands should exercise discretion and use the interview process to select the best qualified individuals to operate vehicles or equipment (see fig 3–1 for operator selection flow chart).

d. The commander or authorized representative will have their signature block located at the bottom of the interview checklist, and will include, full printed name, position, signature, and date the interview was conducted. Additionally, the prospective driver is required to sign the interview checklist validating all questions have been answered truthfully.

3–3. Physical examination and evaluation

a. *Physical characteristics.* Review technical manual requirements and evaluate the physical characteristics of prospective operators to ensure that they can effectively and safely control the vehicle while occupying the driver's compartment.

b. *Physical examinations.* Army Servicemembers are required to undergo periodic medical examinations by qualified medical personnel according to AR 40–501. Physical readiness will be validated prior to issuance of operator permit and validated annually by reviewing operator's medical readiness status in Medical Protection System (MEDPROS). See paragraph 4–2b for annual review criteria and documentation requirements. DA Civilian drivers who are required to obtain a CDL must meet the physical standards in accordance with 49 CFR 391.41 through 49 CFR 391.49.

c. *Physical limitations.*

(1) Certain physical limitations may be compensated for or corrected so that they alone are not sufficient grounds to deny a standard license. Other limitations may restrict the individual's operation of specific vehicles or equipment under specific conditions; DA Form 348 and OF 346 or DA Form 5984–E will be annotated with such restrictions. Provisions of AR 750–10 apply concerning modification to vehicles and equipment when hand controls or other driver-aid devices are necessary. Medical restrictions will be noted in the individual's personnel file. Driver and operator responsibilities of a person with physical limitations are the same as those of other licensed drivers and operators.

(2) A driver applicant with any medical (pathological, psychological, or physiological) restrictions that would limit their ability to operate vehicles or equipment will report these restrictions to their commander or supervisor as soon as they are known. The commander or supervisor will verify this information with appropriate medical personnel. The restrictions will be annotated on the OF 346 or DA Form 5984–E and DA Form 348.

(3) Persons who fail any portion of the medical examination will be evaluated by appropriate medical authorities to determine if they are physically or mentally qualified for driving. Such personnel may be qualified to drive if, in the opinion of the medical authorities, weaknesses may be corrected or compensated for with counseling or other corrective measures prior to licensing.

d. *Physical evaluation measures.* Physical evaluation measures are a series of physical tests using a standard driver testing and training device to evaluate an applicant's physical qualifications or limitations and to provide a basis for counseling and guidance by commanders or supervisors. This test will be conducted by qualified driver testing personnel prior to issuing a license (OF 346 or DA Form 5984–E) and will be reassessed every 5 years (see app D for testing procedures). Results of the physical evaluation measure testing will be recorded on DA Form 348. Organizations that do not possess the driver testing and training device must coordinate with their higher headquarters to procure the device (see app D for national stock number).

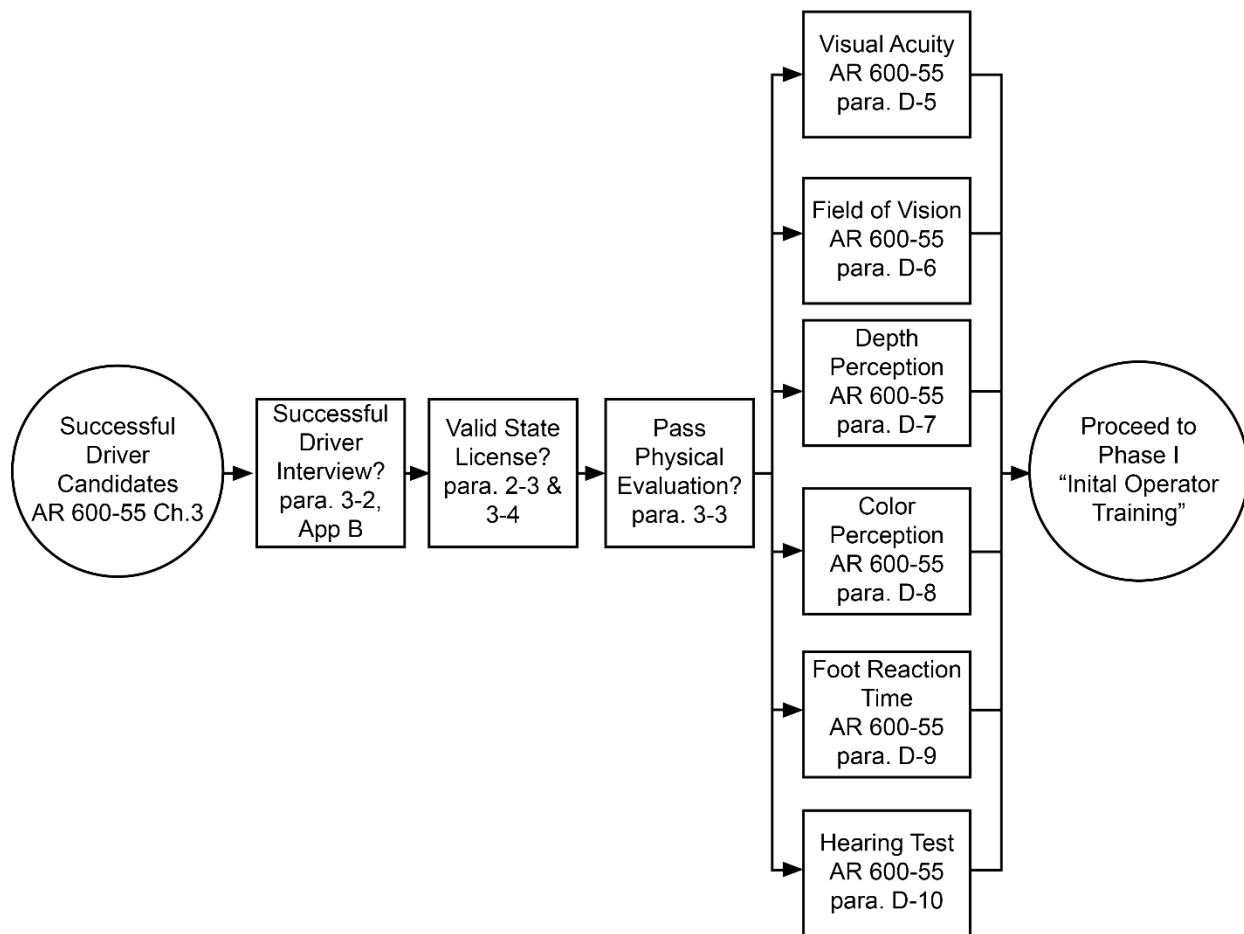


Figure 3–1. Operator selection

3–4. Operator license inquiries

a. The Department of Transportation (DOT) maintains the National Drivers Register at a central driver records facility that contains information on drivers whose civilian licenses have been denied, suspended, or revoked. Each State provides DOT with data for the register. Army commanders will not provide DOT with data on OF 346 or DA Form 5984–E. Suspension and revocation information will not be provided to the DOT.

b. Agencies that issue permits using the OF 346 or DA Form 5984–E will conduct a prompt, thorough inquiry whenever there is any reasonable doubt regarding the authenticity or validity of an individual’s state motor vehicle operator’s license, when the agency has reason to suspect a poor driving record, or when the applicant does not possess a valid state driver’s license. The licensing agency must conduct the inquiry prior to issuing or renewing the individual’s OF 346 or DA Form 5984–E. This applies to both Army Servicemembers and DA Civilian drivers.

(1) When an Army Servicemember without a State license is awaiting issue of an OF 346 or DA Form 5984–E, and there is no reason to believe they have had a State license revoked or suspended, issuing agencies are permitted to issue a limited permit OF 346 or DA Form 5984–E for tactical vehicle operation on the installation only while awaiting the inquiry results.

(2) A driver who has had their State license revoked will have their OF 346 or DA Form 5984–E revoked as well, and will not be issued a new OF 346 or DA Form 5984–E during the period of revocation.

Chapter 4

Driver or Operator Training Program

4-1. Program management

Proper licensing of drivers and operators is a time consuming and challenging process that requires deliberate coordination prior to execution. Commanders at the brigade and battalion level must ensure that competent NCOs are appointed as the master driver within their organization. Company commanders must appoint a sufficient number of license instructors and license examiners to execute and certify training. The following roles apply to the individuals that will manage driver and operator training programs:

a. Master driver manager. The master driver manager is an NCO in the rank of SFC (or comparable civilian) that is the primary advisor to the brigade commander or civilian directors (GS-15) for all facets of operator training. The master driver manager is the most experienced individual in the organization when it comes to operator training and licensing and is responsible for overseeing, validating, and inspecting the licensing programs of subordinate organizations. The master driver manager must—

- (1) Be a graduate of the master driver course. This is a resident course instructed by the U.S Army Transportation School, as well as TRADOC certified mobile training teams.

- (2) Be certified by the commander (or director) and appointed in writing.

- (3) Be assigned to a brigade staff in the operations/S3 section (directors of civilian organizations will determine best individual to fill this role).

- (4) Be a licensed operator. However, the master driver manager is a program manager for subordinate organizations and does not necessarily need to be licensed on all equipment in the organization.

b. Master driver. The master driver is an NCO in the rank of SSG or above (or comparable civilian). The master driver is the primary advisor to the battalion commander or civilian division chief (GS-14 and above). The master driver is responsible for licensing and training program execution. Duties include the facilitation of training by ensuring resources are coordinated, such as: classrooms, driving facilities, road courses and simulators (where applicable), and the scheduling of required license instructors and license examiners to assist with Phase I training execution (see para 4-3). The master driver provides quality assurance for Phase II and Phase III operator training programs and ensures all training and licensing is accomplished in accordance with this regulation. The master driver must—

- (1) Be a graduate of the Master Driver course. This course is instructed by the Transportation School at Fort Lee, Virginia, and TRADOC certified mobile training teams.

- (2) Be certified by the commander (or division chief) and appointed in writing.

- (3) Be assigned to the battalion staff in the operations/S3 section (directors of civilian organizations will determine best individual to fill this role).

- (4) Be a licensed operator. However, the master driver is a program manager and does not necessarily need to be licensed on all equipment in the organization.

- (5) Coach, train, and mentor all prospective license instructors and license examiners on operator selection, training, testing, and licensing procedures.

c. License instructor. The license instructor is a vehicle or equipment subject matter expert who has been selected and appointed by the company commander or civilian branch chief to train prospective operators. License instructors are responsible for conducting Phase II equipment training, to include the classroom equipment introduction, and all hands-on training (see para 4-3a). Selecting the best license instructors available to conduct hands-on performance oriented training is essential. See appendix F for an outline to assist in selecting license instructors and license examiners. License instructors must—

- (1) Be appointed in writing to train or instruct on an authorized type of vehicle or equipment.

- (2) Successfully complete the License Instructor and Examiner distance learning course on Army Learning Management System.

- (3) Be a non-commissioned officer (or comparable civilian). Exceptions to this requirement apply when an MOS trained enlisted Soldier is a subject matter expert on a piece of equipment. For instance, an E-4/SPC 91C Utilities Equipment Repairer, may be the best qualified individual to train operators on power generation equipment.

- (4) Be licensed to operate the vehicle or equipment.

- (5) Have technical knowledge and experience as outlined in appendix F.

- (6) Be assigned to the organization that is conducting the training. Exceptions to this requirement only apply when an organization lacks subject matter expertise or during new equipment training (NET) and new equipment fielding.

d. License examiner. The license examiner is a vehicle or equipment subject matter expert who has been selected and appointed by the company commander or civilian branch chief to conduct examinations on prospective operators.

License examiners are required to administer the Phase I: Initial Operator Training exam, Phase II: Equipment Training exam, and the Phase III: Training Validation/Performance Road Test exam. License examiners must—

- (1) Be appointed in writing as a license examiner for specific types of vehicles or equipment.
- (2) Be a non-commissioned officer (or comparable civilian).
- (3) Have technical knowledge and experience as outlined in appendix F.
- (4) Successfully complete the License Instructor and Examiner distance learning course on Army Learning Management System.

e. An individual may be appointed by the commander to be both a license instructor and a license examiner. However, when feasible the license examiner that administers written exams and road tests should not be the same individual that instructed the classroom or hands-on training. The practice of having different personnel administer examinations and road tests is to ensure training is completed to standard without bias.

f. Training materials. The license instructors will use training materials and tools developed and/or approved by TRADOC. These tools include TCs available at <https://armypubs.army.mil/default.aspx>, TSPs available at <https://rdl.train.army.mil>, computer-based training devices, simulators, and the other materials made available through the Unit Training Assistance Program at <https://utap.army.mil/home.aspx>.

4-2. Documentation

a. Unless otherwise stated, the provisions of this chapter apply to both Army Servicemembers and DA civilian drivers (except contractor) operators of Government-owned or Government-leased vehicles and equipment.

b. All training for vehicles and equipment which require licensing under this regulation will be documented on a DA Form 348, and updated on the GCSS-Army Operator Qualification Record prior to issuing an OF 346 or DA Form 5984-E (see app E and local policies for training topics). The unit will maintain a copy of the manual DA Form 348 and return the original form to the Soldier. Upon permanent change of station (PCS) or expiration of term of service, Soldiers will receive the updated DA Form 348 as part of the individual Soldier's out processing (see DA Pam 750-8 for more information on DA Form 348 use).

(1) A DA Form 348 provides a means for recording the complete history of an individual's qualification and previous driving and equipment operating experience. A DA Form 348 will be maintained by the unit on every individual who operates a vehicle or equipment owned or leased by the U.S. Army. The only exception to the DA Form 348 requirement is for DA Civilian drivers who are only permitted to operate non-tactical administrative DOD motor vehicles as indicated by the waiver guidance in paragraph 2-6. When a Soldier or DA Civilian executes a PCS or permanently leaves an organization, they will bring their original DA Form 348 and OF 346 or DA Form 5984-E to their gaining organization.

(2) DA Form 348 and DA Form 348-1 (Equipment Operator's Qualification Record (Except Aircraft)) are permanent records and will not be destroyed. Reproductions of manual DA Form 348 or DA Form 348-1 may only be produced if the Soldier can provide verifiable data in accordance with paragraph 4-2a(9) verifiable entries. All manual entries will be in black ink or typed unless otherwise stated. Rubber stamps may be used providing they fit within the space or block. Erasures, correction fluid (white-out), and correction tape will not be used to make corrections. Ink or typed corrections will be made by drawing one line through the incorrect entry and reentering the correct entry on the next open line in that section.

(3) The Army will use the GCSS-Army generated personnel number on all forms associated with this regulation.

(4) GCSS-Army assigns equipment by model specific end item codes. All qualifications entered for vehicles and/or equipment on the DA Form 348, OF 346, or DA Form 5984-E will be model specific using the end item code (EIC), except for specialized training required by local command. The use of generic series, family, or below (for example, M113 Family, Generators 200 kilowatt and below, Bus 90 pass and below, Backhoe-all models, or pintle towed trailer) is prohibited.

(5) DA Form 348 will be initiated during operator selection, and updated when the individual completes the Phase I examination, and prior to issuing an OF 346 or DA Form 5984-E.

(6) The DA Form 348 will be reviewed annually for—

- (a) Driver or operator awards.
- (b) Expiration of permits.
- (c) Accidents and moving traffic violations.
- (d) Remedial, required, or refresher training.
- (e) Reexamination.
- (f) License suspension.

(g) Physical examinations will be validated by reviewing operator's medical readiness status in MEDPROS. An overall MEDPROS readiness status that is amber or red is an indicator the individual may not be physically capable

of safely operating vehicles and should be referred to the command for review and possible consultation with medical professionals.

(h) Once all of the listed topics have been reviewed for accuracy and completion, the individual (designated by the commander) who conducts the review will sign and date in section III of the DA Form 348. Procedures for incorrect or missing entries are covered in paragraph 4-2b(9).

(7) When individuals are transferred or released from regular driver or operator duties, the designated records reviewer will ensure all required information has been accurately posted to the DA Form 348, to include the following:

- (a) Information on official qualifications.
- (b) Background and experience.
- (c) Examination findings.
- (d) Performance record.
- (e) Driver or operator awards.
- (f) All chargeable moving traffic violations or accidents while operating a military or privately owned vehicle.
- (g) Suspension or revocation of state or HN driving privileges.
- (h) Total miles driven.

(8) When sections of the DA Form 348 are to be continued, a DA Form 348-1 will be initiated and attached to the original DA Form 348. DA Form 348-1 is prepared in the same manner as the DA Form 348.

(9) If an operator reports in from another unit with incomplete, incorrect, or illegible entries on their DA Form 348 and DA Form 348-1, the gaining unit will correct the entries as follows:

(a) *Verifiable entries.* Some incomplete or illegible data may be verified by reviewing other documents or contacting the losing unit. For example, if section III states that the driver received winter driving training, but the entry is not dated or not initialed, the Soldier may have a training certificate or memorandum for record to verify the date that they received the training. For these types of errors, the gaining unit may add the missing information or line through the illegible entry and rewrite the entry on the next line and initial next to the correction. See paragraph 4-6 for training validation requirements for reassigned drivers/operators.

(b) *Non-verifiable entries.* Incomplete, incorrect, or illegible information which cannot be verified will be lined through and initialed by the gaining unit. A Soldier will not receive credit for non-verifiable entries on the driving record and must be trained and tested in order to receive credit.

4-3. Qualification training

Qualification training will include sequential and progressive instruction in academic subjects and on driving. The process for qualification training applies to all wheeled, tracked, and mechanical or ground support equipment that requires operator licensing. Operators will not participate in any hands-on vehicle or equipment training without a valid OF 346 or DA Form 5984-E (see also fig 3-1 and chap 6). License instructors and license examiners are responsible to ensure risk assessments are conducted prior to training execution. See paragraph E-2 or details on risk mitigation procedures.

a. *Academics and driving.* The Army framework for operator licensing consists of three progressive phases of training. Phase I constitutes the initial operator training that instructs trainees on regulations, forms, operator technical manuals, and basic operator skills. Phase II instructs the trainee on how to operate a specific vehicle model or equipment. Phase III is the culminating event that validates training completion prior to the trainee being issued an Army license. New operators are required to complete all three phases of training when licensed on the first vehicle or piece of equipment. Once an individual has been issued an Army license, Phases II and III are required for each additional vehicle or piece of equipment that the individual is to be licensed on. Details for each phase are provided:

(1) Phase I: Initial operator training consists of classroom training to instruct prospective operators on the administrative, technical, and regulatory aspects of operating Army equipment (see fig 4-1 for training flow chart, para 5-1 for testing procedures, and app E for program of instruction).

(a) Classroom instruction to be offered by appointed license instructors or master drivers.

(b) Training completion will be validated by written exam to be administered by a license examiner that has been appointed in writing.

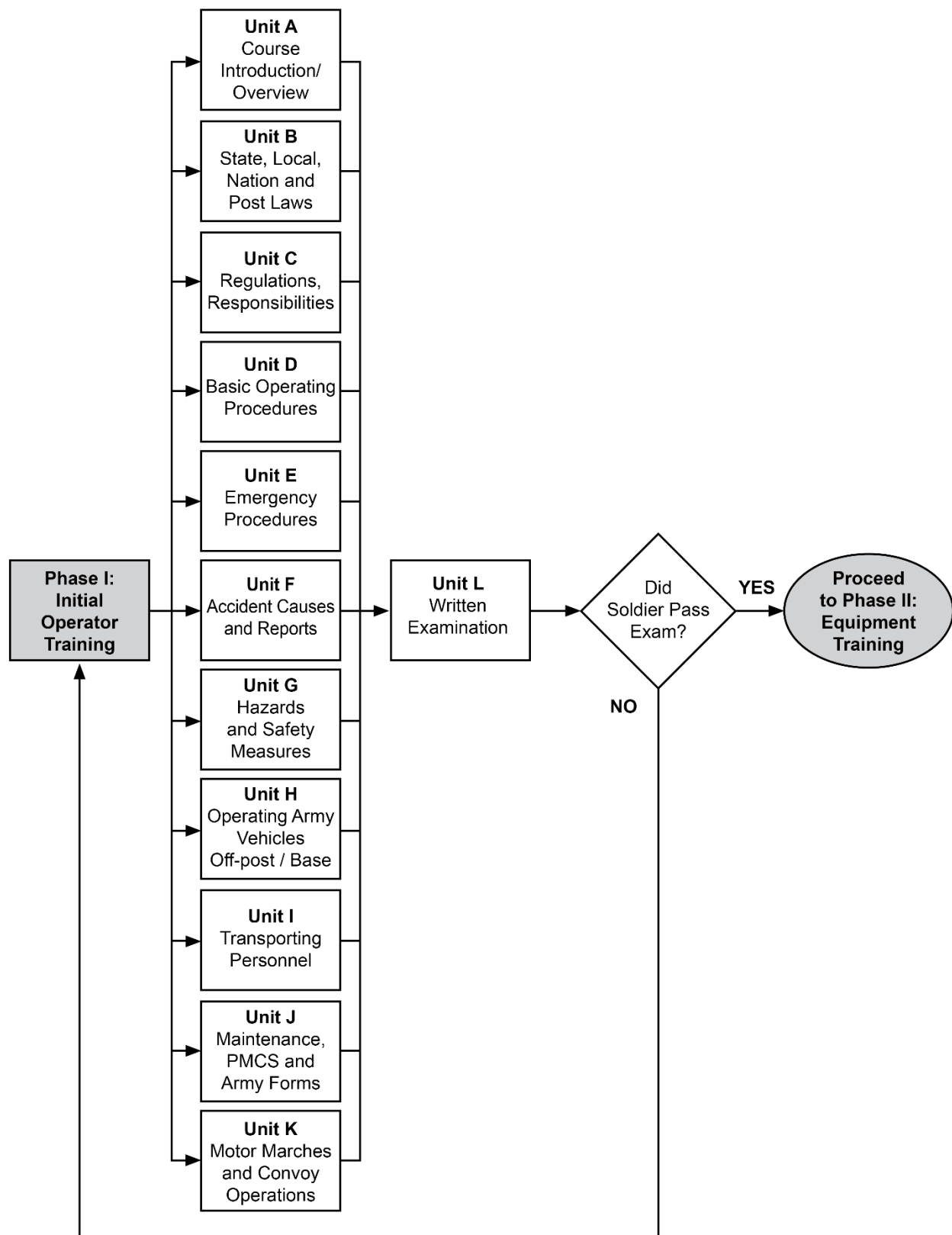


Figure 4–1. Phase I: Initial Operator Training

(2) Phase II: The primary focus for all equipment training during the classroom and hands-on portions is based on the content of the equipment operator -10 technical manual (TM). Equipment training consists of classroom and hands-on instruction for each piece of equipment on which an operator is to be licensed. This includes instruction on equipment capability, PMCS inspection, and operation in a variety of environments (to include the usual and unusual conditions as defined in the operator TM). See figure 4–2 for training flow chart, paragraph 5–1 for testing procedures and appendix E for POI.

(a) The classroom and hands-on portion of Phase II training will be offered by an appointed license instructor.

(b) The trainee is issued an OF 346 learner's permit upon completion of the introduction to the vehicle or equipment, and successful completion of the written examination administered by a license examiner. Once a valid learner's permit has been issued, the trainee may begin the hands-on portion of instruction.

(c) The hands-on portion consists of vehicle equipment operation and driving (see app E for details).

(d) In order to gain proficiency, the operator may continue to operate the vehicle with a learner's permit provided a licensed driver, license instructor, or license examiner accompanies the trainee in the vehicle or on the equipment. Details for learner's permit issuance and control to include expiration periods are located in paragraph 6–2 of this regulation.

(e) Training completion will be validated when the license instructor or supervisor feels the trainee is proficient at operating the vehicle or equipment and is ready for the Phase III: Training validation/Performance Road Test.

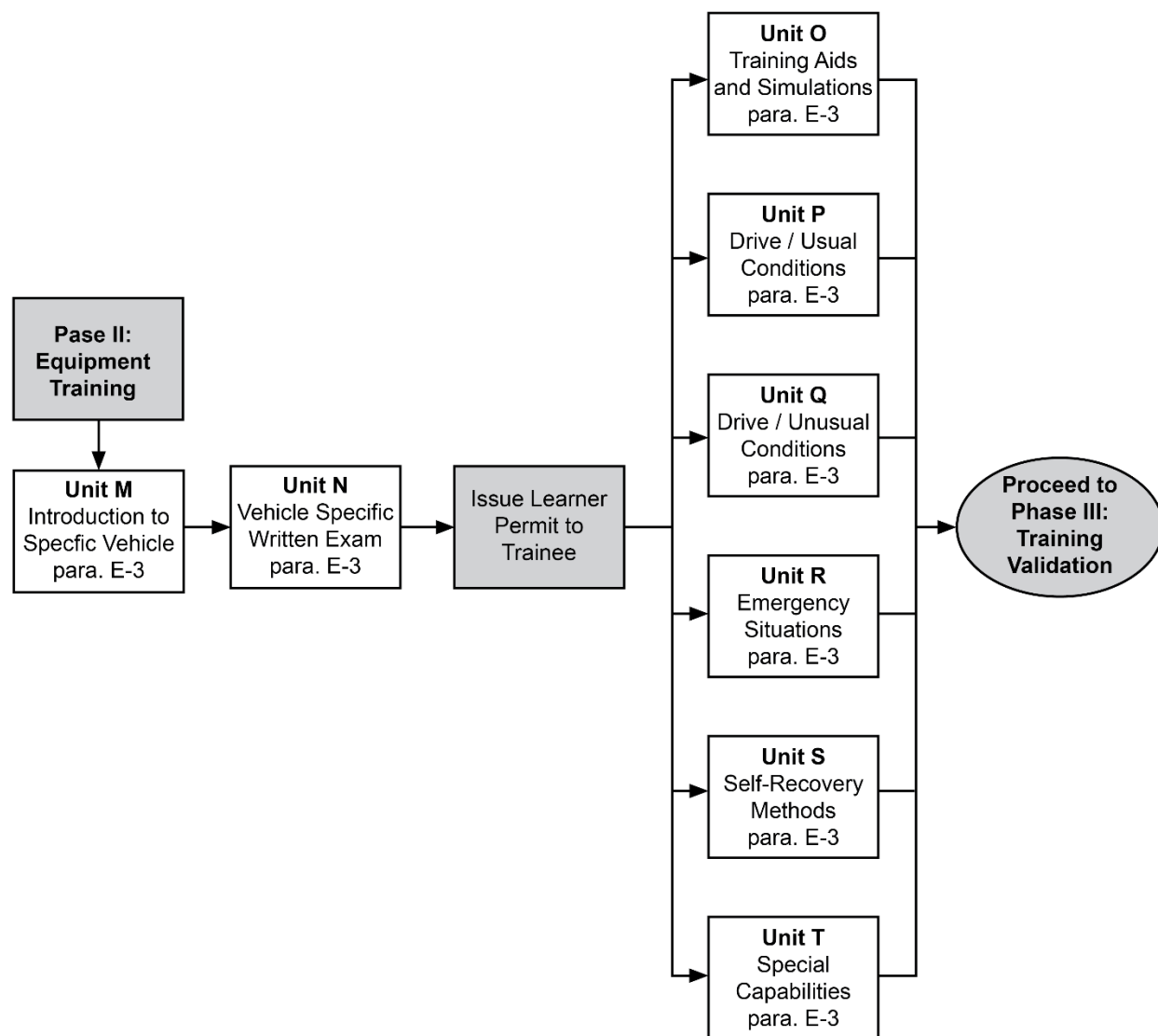


Figure 4–2. Phase II: Equipment Training

(3) Phase III: Training Validation/Road Test is the culminating event to certify a trainee is proficient at operating the vehicle or equipment.

(a) The Training Validation/Performance Road Test for wheeled vehicles consists of a PMCS hands-on test, vehicle controlled driving test, and road driving test. Track vehicle operators are required to complete a PMCS hands-on test, road driving test in a controlled driving course, and an off-road driving course. Mechanical and ground support equipment operators must conduct PMCS hands-on test and satisfactorily demonstrate knowledge on employing equipment in accordance with the applicable operator technical manuals.

(b) Phase III certification must be administered by a license examiner that is appointed in writing and licensed on the equipment for which the trainee is being tested. Appendix G of this regulation provides details on administering a road test.

b. Qualification. Upon passing all three phases of training, the student may be issued an OF 346 or DA Form 5984–E standard permit or limited permit according to chapter 6. Commands may issue a training certificate or memorandum for record to individuals that successfully complete the training. These documents may be used at a later time to validate the DA Form 348 in the event it is lost, damaged, or has incomplete entries. Successful completion of the Phase III certifies a driver to operate vehicles during the daytime and night time operations using vehicle headlights

for illumination. Any operation using NVDs for wheeled or tracked vehicles requires specific licensing (see chap 8 and appendix I).

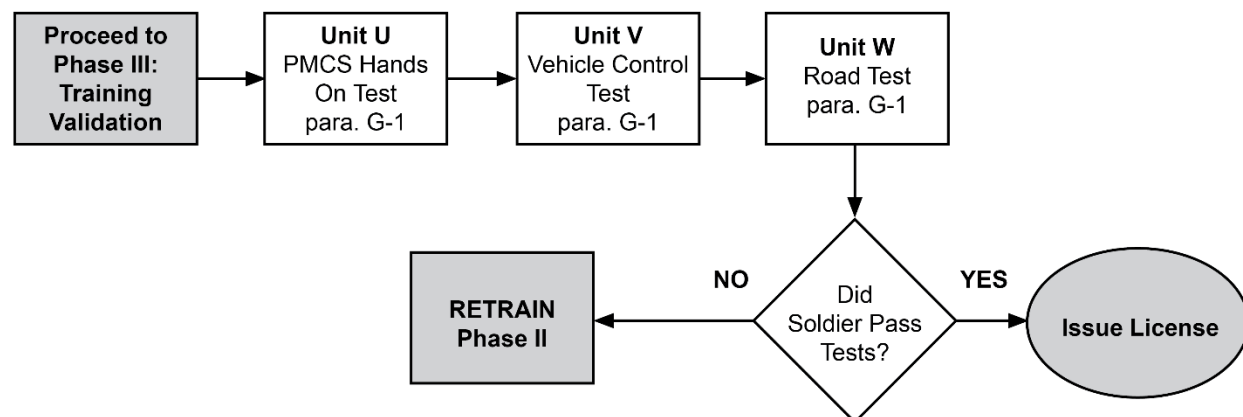


Figure 4–3. Phase III: Training Validation/Performance Road Test

4–4. Driving training facilities and road courses

a. Installations are required to provide adequate driver training facilities and road courses for the training and testing of tenant organizations wheeled and tracked vehicle operators. The density and types of vehicles, as well as the total numbers of operators to be trained are considerations when developing a driving training facility or road course.

b. Soldier driving proficiency is directly related to the ability of an installation to provide diverse driving conditions during operator training. Every effort should be made to develop driver training facilities and road courses that support the development of proficient and confident operators.

c. Installations that are unable to develop large-scale driving facilities and road courses due to limitations in land or resources must develop improvised facilities and road courses that meet the intent as closely as feasible. The use of natural terrain, simulated obstacles, and looped driving routes are viable options to extend driving distances for impactful training within smaller installations. Driving facilities and road courses can be as simple as using the roads on the installation, or may be as complex as developing challenging driving routes using off-road obstacles and tank trails in the local garrison training area. The main intent of dedicated driving facilities and road courses is to fully expose prospective operators to performance tasks outlined in the POI outlined in paragraph 4–3 (qualification training), and in paragraph E–3 (POI).

(1) *Road courses.* A road course is a designated route that allows drivers to operate vehicles under usual conditions to develop confidence at employing vehicles through comparable roads to those operators will navigate on installation and public roadways. Road courses are controlled routes that offer a safe environment for operators to grow in proficiency prior to exposing them to road traffic. At a minimum, driving courses will allow for training on—

- (a) Parking and backing.
- (b) Negotiating traffic.
- (c) Intersections.
- (d) Stopping.
- (e) Turns.
- (f) Following distance.
- (g) Varied road conditions (dry, wet, and so on).
- (h) Yield right of way.
- (i) Negotiating curves, grades, curbs, shoulders.
- (j) Skids.
- (k) Vehicle malfunctions.
- (l) Rollover conditions/hazards.

- (m) Selecting routes.
- (n) Size and weight differences.
- (o) Speed.

(2) *Driver training facilities.* A driver training facility is considered an improved or unimproved roadway, or off-road driving conditions where tactical wheeled and tracked vehicles may operate over a variety of complex and challenging terrains to increase operator proficiency. Driver training facilities will provide sufficient terrain for operators to execute a series of turns, traverse over a variety of inclines and declines (when available), encounter muddy conditions, and water fording safety training. Driver training facilities will offer sufficient terrain to exercise vehicles in simulated and natural obstacles to develop confident wheeled and tracked vehicle operators in tactical conditions.

4–5. Sustainment training

a. Sustainment training is periodic driver training conducted to maintain a high level of driver skill proficiency and to prevent drivers from acquiring poor driving habits. Commanders and CNGB, or DARNG, if delegated by the CNGB, will develop and implement a sustainment training program. Sustainment training must be conducted at least annually (every 2 years for USAR Soldiers and ARNG) for any driver with a valid OF 346 or DA Form 5984 – E. Sustainment training should incorporate simulators, if available, especially for the performance of dangerous emergency procedures, or to replicate hazardous or unusual driving conditions. Sustainment training will focus on individual weaknesses as well as other topics identified by the commander based on local seasonal conditions, mission, equipment, and recent mishap trends.

b. Annual check rides (every 2 years for USAR Soldiers and ARNG) will be performed for each driver to assess driving proficiency and identify weaknesses. Check rides will be conducted for each variant of equipment that an operator is licensed. For instance, if an operator is licensed on an M1097 and an M1151, the operator is only required to conduct one check ride on the most complex piece of equipment, which is the M1151. This check ride is valid for all other vehicles within that specific variant or fleet of vehicles. Unique equipment that does not fall within a specific variant family such as engineer vehicles, forklifts, and other material handling equipment require an annual check ride for each individual piece of equipment.

c. Annual check rides will be performed by supervisors (NCOs), license instructors, or license examiners. These individuals must be licensed on the piece of equipment the annual check ride is being performed on. Annual check rides will incorporate on and off-road driving to determine driver/operator proficiency in extreme or unusual conditions as defined in the operator technical manual.

d. Personnel that are licensed on vehicles with fire suppression systems will receive annual refresher training on fire suppression system operation, inspection, and employment. The training will also address procedures to manually discharge fire suppression bottles for both crew and engine compartments. Sustainment training will include crew drills to respond to a fire and safely exit the vehicle. Vehicle specific fire suppression response procedures are found in applicable -10 operator technical manuals.

e. Vehicle specific special capabilities should be practiced annually to ensure proficiency on items such as a winch, crane, and other capabilities besides the actual driving of an item.

f. Additionally, commands are encouraged to use creative tools to ensure operator proficiency and to promote best driving practices. Several of these tools are—

- (1) Truck or recovery rodeos to reward and recognize operator and crew proficiency.
- (2) Use of egress trainers, reconfigurable vehicle tactical trainer, common driver trainer, virtual battle space III or other technologies to promote and increase operator and crew proficiency.
- (3) Targeted training to focus on high risk maneuvers is encouraged when possible, such as water fording, winter driving, low visibility driving, or self-recovery procedures.

g. Completion of sustainment training will be annotated on DA Form 348, section III.

4–6. Training validation for reassigned operators

a. Operators that change duty station or organization are required to have their DA Form 348 qualifications validated by gaining command as stated in paragraph 4–2. The following are requirements for receiving reassigned operators:

- (1) Commander's interview and records review.
- (2) Army Servicemembers and DA Civilian drivers that transfer to a new installation require training on the state, local, HN, and post traffic regulations and laws in accordance with unit B of the POI in appendix E.
- (3) Training validation will be conducted for each previously licensed variant of equipment that the operator is licensed to operate. Training validation includes a PMCS validation and performance/check ride in accordance with units U and W of the POI in appendix E. Training validation will only be conducted on equipment that belongs to the

gaining organization or equipment that the operator will use regularly as part of assigned duties in the gaining organization.

b. Operators that display a lack of confidence during the proficiency validation or fail any portion of the check ride are required to receive refresher training on those vehicles or equipment. Refresher training will be modeled after the units of instruction outlined in Phase II of qualification training.

4-7. Remedial training

a. Commanders will establish a remedial training program for drivers or operators who have had driver-at-fault accidents or traffic violations, misused equipment, or otherwise demonstrated a need for additional training on military vehicles or equipment.

b. Remedial training will be directed towards identifying and correcting individual weaknesses and not as a form of punishment. For instance, an operator that requires remedial training on a tactical vehicle due to an accident, traffic violation, or unsafe act should receive targeted training on the behaviors that led to the accident. Remedial training may require the operator to repeat portions of the Phase II operator training to address behaviors or gaps in vehicle familiarity that led to the event.

c. Remedial training will be provided by supervisors or license instructors and documented on DA Form 348, section Personnel offering the remedial training must be licensed on the equipment or vehicle they are providing the instruction on. The use of training aids, devices, simulators, and simulations, (for example, driver's simulators) is encouraged when and where available.

4-8. Tracked vehicles

a. The licensing phases for track vehicles is the same as wheeled vehicles or other ground equipment. See TC 21-306 for specific guidance on tracked vehicle operator training. TC 21-306 also references other TRADOC TSPs that are hosted online (see para 4-1 for link). At a minimum, operators must receive the following training for all tracked vehicle qualifications:

- (1) Receive introduction on tracked vehicle characteristics and operator manual instruction.
- (2) Successful completion of written exam prior to issuance of learner permit.
- (3) Hands-on training to include the use of training aids and simulators, preventive maintenance, operating under usual and unusual conditions, emergency procedures (to include rollover drill procedures, and use of fire suppression system), and any other vehicle unique characteristics.
- (4) Training validation/performance road test that includes PMCS hands-on test, road driving test in a controlled course, and driving test on an off-road driving course.

b. Commands must designate adequate road test courses for track vehicles that challenge operators in a variety of environments both on and off the road.

4-9. Mechanical or ground support equipment

Criteria for selecting, training, testing, and licensing mechanical or ground support equipment operators are contained in technical bulletin (TB) 600-1 and TB 600-2. For training and testing see the appropriate TM, TB, or operator's manual for commercial off the shelf (COTS) items. See paragraphs 7-1 and 7-2 for details on qualifying operators on mechanical or ground support equipment. The process for licensing operators on mechanical or ground support equipment follows the same phases outlined in paragraph 4-3. The Phase III training validation requires the operator to display proficiency while conducting a PMCS, and to safely place the equipment into operation following all prescribed steps as outlined in the operator technical manual.

4-10. Emergency vehicles

Emergency vehicles are defined in the glossary. Emergency vehicle operators must complete an emergency vehicle training program prior to assuming operator duties and every 3 years thereafter. This training will include instructions on the subjects outlined in appendix H and will be annotated on DA Form 348, section III, upon completion. Commanders will also include training on federal, state, local, or HN requirements as applicable. Appendix H provides guidance for developing training materials for an emergency vehicle training program.

4-11. Trailers

a. Trailers are defined as any item that is towed behind a prime mover. This includes semi-trailers, palletized load system (PLS) trailers, cargo trailers, water trailers, trailer mounted power generation units, and towed artillery. Operators must be trained and licensed on each specific model of trailer. Generic trailer descriptions such as "pintle towed"

will not be used. Each trailer possesses unique performance and maintenance characteristics in which the operator must demonstrate proficiency and be tested. Operators must receive the following training for trailer qualifications:

- (1) Receive introduction to trailer characteristics and operator manual instruction.
- (2) Be familiar with the specific types of vehicles that the trailer may be safely towed behind.
- (3) Successful completion of written exam prior to issuance of learner permit.
- (4) Hands-on training to include maintenance, towing, and backing of the trailer.
- (5) Training validation/performance road test that includes PMCS hands-on test, vehicle control test, and road test.

b. Trailer certifications will be entered on the DA Form 348 depicting the type of vehicle(s) used during the training and performance road test.

4-12. Commercial off the shelf items

a. Commands that procure COTS items must develop internal training and certification programs to promote safety and operator proficiency. COTS items include any non-standard mechanical or ground support items defined in paragraph 7-1, civilian trailers, and civilian all-terrain type vehicles.

b. Training programs will be developed using the equipment operating instructions and the manufacturer's operator manual. Training programs for COTS items will include—

- (1) Introduction to equipment characteristics, limitations, operation, safety, and operator manual instructions.
- (2) Successful completion of written exam prior to issuance of learner permit.
- (3) Hands-on training to include maintenance and operation in a range of conditions.
- (4) Training validation/performance road test that includes PMCS hands-on test, vehicle control test, and training validation/performance road test.

c. Commands must develop training programs to certify operators on all-terrain, all-terrain support, performance all-terrain vehicles, and tactical motorcycles.

(1) All-terrain support vehicles such as the M-Gator or Mule utility vehicles are classified as support vehicles that are capable of travelling less than 35 miles per hour and are designed for travelling off-road. Commands are responsible to ensure internal training programs are developed that address safety and operation requirements according to the manufacturer operator manual, and ensure the training requirements referenced in paragraphs 4-12b(1) through 4-12b(4) are addressed.

(2) Performance all-terrain vehicles to include the lightweight tactical all-terrain vehicles such as the side-by-side MRZR are capable of travelling speeds of 35 miles per hour and above. Commands that possess performance all-terrain vehicles must ensure operators complete a Recreational Off-Highway Vehicle Association (ROHVA) based course.

(3) ATVs include four-wheeled vehicles that are controlled by handlebars and a seat that is straddled. Commands that possess ATVs must ensure operators complete a Specialty Vehicle Institute of America (SVIA) based course.

d. Commands have the option of sending operators to attend an SVIA/ROHVA based course in person, or certifying license instructors to offer the SVIA/ROHVA based curriculum within their organization. Commands must incorporate any additional training requirements for all-terrain support, performance all-terrain, and ATVs to satisfy specific mission objectives and the unique terrain operators will encounter (see DODI 6055.04 and AR 385-10 for additional details on training requirements).

e. Commands that possess tactical off-road motorcycles are required to ensure operators are trained in accordance with AR 385-10 for motorcycle safety and operation, and focus training on off-road riding techniques and safety.

f. Additional guidance for training operators and implementing safety guidelines is found in AR 385-10 and DODI 6055.04.

4-13. Hazardous materials

a. *Army Servicemembers.* Army Servicemembers driving Government-owned or Government-leased vehicles are granted a waiver of the Commercial Motor Vehicle Safety Act of 1986's requirements and are not required to possess a CDL to transport HAZMAT.

b. *Transporting hazardous materials within the United States or U.S. possessions:* Army Servicemembers must be licensed according to this regulation and complete the Hazmat Familiarization/Safety in Transportation course (AMMO-67; 9E-F69/920-F37) found in Army Training Requirements and Resources System. The AMMO-67 course offers familiarization training in the following areas:

- (1) Basic HAZMAT safety/definition of hazardous materials.
- (2) Placarding requirements.
- (3) Regulations and procedures pertaining to transporting hazardous materials.
- (4) Vehicle inspection requirements.

- (5) Material Safety Data Sheets/Safety Data Sheets.
- (6) Emergency Response Guidebook.
- (7) Shipping paperwork.
- (8) Security awareness.
- (9) In addition to the AMMO-67 course, Army Servicemembers must also receive familiarization training in the following areas prior to transporting HAZMAT:
 - (a) Handling (loading and unloading) HAZMAT.
 - (b) Operation of emergency equipment, to include fire extinguishers.
 - (c) Blocking, bracing, and tie-down procedures.
 - (d) Emergency response procedures and accident reporting (for example, response to spillage).
 - (e) Vehicle parking rules.
 - (f) Route selection.
 - (g) Risk assessment.
 - (h) HN requirements (if applicable).
- c. *Transporting hazardous materials outside the United States or U.S. possessions:* Operational ACOM or ASCC commanders must develop HAZMAT training that complies with paragraphs 4-13b(1)-(9), as well as HN laws and SOFA.
- d. *Department of the Army Civilian drivers transporting hazardous materials on public roadways.* DA Civilian vehicle operators transporting HAZMAT are required to have a hazardous materials endorsement to their CDLs when transporting hazardous materials on or across public roads that cannot be controlled or restricted from public use by means of signals, lights, gates, or similar controls (see 49 CFR, DLAI 4145.11, and DA Pam 385-64).
- e. *Department of the Army Civilian drivers transporting hazardous materials on federal installation roadways.* DA Civilian operators transporting HAZMAT by Government-owned or Government-leased motor vehicles exclusively within a contiguous Federal facility boundary where public access is controlled or restricted will not be required to obtain a CDL but must be trained, licensed on subjects detailed in paragraphs 4-13c(1) through 4-13c(9) and possess a valid OF 346 or DA Form 5984-E. The DA Civilian must also be trained in accordance with 49 CFR 383.121, and 49 CFR 172.
- f. *Department of Defense contract employees transporting hazardous materials.* DOD contract-employed civilians assigned to operate Government-owned or Government-leased equipment to transport HAZMAT in the performance of their contract will be fully certified according to local and state laws by the contractor and at the contractor's expense. The prime contractor must document all required operator qualifications and provide the CDL with HAZMAT endorsement to the administrative contracting officer prior to the contract employee transporting HAZMAT on or off an Army installation.
- g. *Hazardous material training.* DA Civilians and DOD contractor-employed civilian operators who are employed on a full-time, part time, or temporary basis who, in the course of employment directly affect HAZMAT transportation safety, will be trained in accordance with 49 CFR 172.704. HAZMAT employee is defined as an employee who, during the course of employment—
 - (1) Loads, unloads, or handles HAZMAT.
 - (2) Designs, manufactures, fabricates, inspects, marks, maintains, reconditions, repairs, or tests a package, container, or packaging component that is represented, marked, certified, or sold as qualified for use in transporting HAZMAT in commerce.
 - (3) Prepares HAZMAT for transportation.
 - (4) Is responsible for safety of transporting HAZMAT.
 - (5) Operates a vehicle used to transport HAZMAT.
- h. *Employee training.* HAZMAT employee training will include the following:
 - (1) *General awareness/familiarization training.* General awareness/familiarization training designed to provide familiarity with the requirements of 49 CFR 172.704, and to enable the employee to recognize and identify HAZMAT consistent with the hazard communication standards.
 - (2) *Function-specific training.* Training specifically applicable to the functions the employee performs.
 - (3) *Safety training.* Each HAZMAT employee will receive safety training concerning—
 - (a) Emergency response information required by 49 CFR 172, Subpart G.
 - (b) Measures to protect the employee from the hazards associated with HAZMAT to which they may be exposed in the work place, including specific measures the HAZMAT employer has implemented to protect employees from exposure.
 - (c) Methods and procedures for avoiding accidents, such as the proper procedures for handling packages containing HAZMAT.

(4) *Security Training.* Security awareness training and in-depth security training, if applicable.

(5) *Occupational Safety and Health Administration or Environmental Protection Agency training.* Training conducted by employers to comply with the hazard waste and emergency response activities required by the Occupational Safety and Health Administration of the Department of Labor (29 CFR 1910.120) or the Environmental Protection Agency (40 CFR 311.1), to the extent that training addresses the specifications in paragraphs 4–13e(1) and 4–13e(2) may be used to satisfy the training requirements, in order to avoid unnecessary duplication.

4–14. Vehicle flight line operations

Refer to TC 3–04.16 for special vehicle and driver requirements for ramp operations.

4–15. Drivers' Badge award

Army Servicemembers are eligible to receive a Drivers' Badge award if they possess an OF 346 or DA Form 5984–E, issued as prescribed by regulation, and are assigned as a driver or assistant driver of an AMV for a minimum of 12 consecutive months, or have driven a minimum of 8,000 miles, without an adverse incident (traffic violation) or accident recorded on the Soldier's DA Form 348. Additionally, appointed license instructors and license examiners are eligible for the Driver's Badge provided they perform satisfactorily for a minimum period of 1 year as an active qualified license instructor or license examiner.

Chapter 5 Testing

5–1. Testing procedures

a. Commanders will ensure local requirements and situations are integrated into driver training and testing. Mobile testing teams may be desirable in some areas. Initial Operator Training programs (Phase I) should be administered and tested at the battalion level or civilian division equivalent (GS–14). Organizations below battalion level or civilian division may be granted authority (in writing) by the brigade commander or civilian director (GS–15) to administer Phase I training and examinations to qualify their own operators only when the subordinate organization is geographically separated from the battalion. In such cases, the senior headquarters will ensure training is conducted in accordance with this regulation. Written examinations for Equipment Training (Phase II) will be administered by license examiners at the company level or comparable civilian branch equivalent (GS–12 and above), and will be administered in accordance with AR 611–5.

b. The primary functions of driver testing are to conduct written examinations, hands-on tests and training validation/performance road tests. These will include—

- (1) Validation of operator packets to include operator interviews, counseling, and guidance.
- (2) Recording, review, and evaluation of operator records.
- (3) Security, issuance, and scoring of test materials.
- (4) Preparation for and control over the use of testing devices, equipment, and routes.
- (5) Preparation, authentication, renewal, and revocation of licenses (to include administering driver tests to DA Civilian personnel) in accordance with OPM requirements.

c. Testing for Army Servicemember and DA Civilian drivers will include written exams, hands-on evaluations, and training validation/performance road tests.

(1) A written examination will be offered in Phase I (Initial Operator Training) to validate knowledge retention of subject matter. The Phase I training program and examination will be managed at the battalion level or comparable civilian division (GS–14 supervisor).

(2) A written examination follows the introduction to a specific vehicle (Unit M of POI) in Phase II (Equipment Training), and will ensure the operator is proficient at understanding the operation and technical characteristics outlined in the equipment operator TM prior to issuance of a learner's permit. The Phase II equipment training will be offered by an appointed license instructor, and the examination administered by an appointed license examiner. The Phase II training and examinations are managed at the company level or comparable civilian branch (GS–12 and above).

(3) Hands-on evaluation is required for the Phase III (Training Validation/Performance Road Test), and will be administered at the company level or comparable civilian branch by an appointed license examiner.

d. The tests prescribed herein will be given throughout the Army. Successful completion of the prescribed tests will not automatically qualify a person for retention as an Army vehicle or equipment operator if, for medical, disciplinary, or other reasons (including prior accident record, attitude toward driving, use of intoxicants), they appear to

be incapable of continuing as a safe and competent vehicle or equipment operator. The issuing authority may revoke an operator's OF 346 or DA Form 5984–E based on the recommendations of safety or medical personnel. Revocations involving DA Civilians should be considered only after consultation with CPAC and the legal office.

e. Training and education programs designed to establish and reinforce safe operating habits and positive attitudes toward driving are required for motor vehicle licensing and apply to all operators. Minimum training requirements are contained in chapter 4 for vehicles and chapter 7 for other equipment. Commanders may establish more stringent training programs. Commanders and trainers are encouraged to use innovative techniques and venues for training to include the use of dedicated driver training facilities, road courses, advanced skill training, and vehicle simulators.

5–2. Facilities

The testing station will provide facilities in accordance with AR 611–5, plus necessary training media and clinical demonstrations. See paragraph 4–1 for roles of license examiners within the licensing process.

5–3. License examiners

a. The effectiveness of the motor vehicle driver testing and licensing program depends upon the qualifications of the license examiners.

b. Each license examiner will be—

- (1) A reliable, responsible individual who possesses knowledge of test administration.
- (2) Licensed and qualified on any vehicle or equipment on which they will conduct driver testing.
- (3) Appointed, in writing, by the commander or civilian director.

c. Road tests must be conducted by qualified license examiners who are licensed to operate the type of equipment on which they test operators.

d. At those stations processing OPM driver applicants, license examiners must also be qualified as OPM examiners; this will simplify the processing of OPM applicants for employment as DA drivers.

5–4. Test administration

a. Specific procedures for administering the driver's performance test and physical evaluation measures are contained in appendices G and D, respectively. General testing conditions prescribed in AR 611–5 apply to the administration of motor vehicle driver selection tests. A copy of DA Form 6125 (Road Test Score Sheet) to be used in administering the road test is available in electronic format.

b. Test materials, including booklets, answer sheets, scoring keys, and manuals required to administer motor vehicle driver selection tests will be secured according to AR 611–5.

c. The consistency of test evaluations by license examiners assigned to a station or unit must be checked periodically by having different license examiners simultaneously rate the same driver applicant. Afterward, the ratings must be compared and an effort made to bring the findings to a single, consistent standard.

Chapter 6

Licenses

6–1. Control of issuance

a. The issuing authority is the unit or activity that has been granted authority, in writing, to test and qualify drivers and operators. The issuing official is the commanding officer or representative authorized in writing by the commanding officer. Facsimile signatures are authorized per AR 25–50. Permit ledgers will be maintained according to paragraph 6–1*b*.

b. Each issuing authority will maintain a ledger of all permits issued. The ledger will be organized by date sequence and will include date of issue, expiration date, permit number, name of the licensee, type of equipment qualified to operate, and a remarks block. The ledger will be maintained on a calendar year basis and will identify personnel qualifications and individual license currency on vehicles and equipment. The automated ledger within GCSS-Army meets this requirement. Other automated versions of the ledger such as the use of spreadsheets are authorized as long as they include all data fields listed. EICs must be used to identify the type of equipment qualified on the ledger.

c. The qualifying official is the master driver, designated in writing by the commanding officer to oversee battalion or civilian division level driver training program management. This person is the final validation certifying that the license instructors conducted training to standard, and that the license examiner issued the necessary written test and performance road test to standard. The qualifying official's signature on the OF 346 verifies that the proper training

has been accurately annotated on the individual's DA Form 348 and that the individual has been qualified on the equipment through written and performance testing.

d. The OF 346 will be stamped or marked legibly on the front with the words, ARMY STANDARD, ARMY LEARNER, ARMY INCIDENTAL, or ARMY LIMITED, to denote the type of permit issued. This stamp will be placed over the title of the form so that it does not interfere with the information contained in the blocks. The information can be typed or written, but must be in black ink. Codes used on the OF 346 are the same as those used for DA Form 348. GCSS-Army produced DA Form 5984-E operator permits do not require an additional stamp over the title.

6-2. Standard permits

a. The OF 346 or DA Form 5984-E standard permit applies to all vehicle drivers or equipment operators. The words ARMY STANDARD will be placed over the title of the OF 346 so that it does not interfere with the information contained in the blocks. GCSS-Army produced STANDARD permits (DA Form 5984-E) do not require an additional ARMY STANDARD stamp over the title. The information can be typed or written on the OF 346, but must be in black ink.

b. The standard permit expires—

(1) For Regular Army (RA), USAR, ARNG, and DA Civilian personnel on the same date the individual's State driver's license expires, or 5 years from issue date, whichever is sooner.

(2) For foreign and local nationals and allied army members, 4 years (or less if applicable) from date of issue.

(3) Permits must be renewed within 90 days following the signature authority conducting a change of command.

c. An operator will retain their manual DA Form 348 upon transfer to a new assignment. The operator's losing unit command will also provide the operator a printed or electronic copy of their total miles driven while assigned to that unit. The gaining organization must give a diagnostic operator performance/road test to any reassigned or visiting personnel to include USAR Soldiers and National Guard members to identify a need for any additional training or retraining. This diagnostic performance test must take place before any incoming personnel (who possesses a DA Form 348) are issued an operator permit from the gaining organization, and prior to placing the operator in any additional driver or operator skill training courses. Annotate any additional training or retraining on the DA Form 348 (see para 4-6 for details).

d. All reassigned drivers or equipment operators (to include temporary duty) will be instructed in local regulations and operating procedures before operating vehicles or equipment (see para 4-6 for details on reassigned operators).

e. Army Servicemembers, upon separation from the military service, may retain their OF 346/DA Form 5984-E provided the words, NOT VALID, SEPARATED FROM SERVICE, are over stamped or otherwise legibly marked on the front and back of the form. Army Servicemembers transferring from active duty to active status in the USAR may retain their valid OF 346/DA Form 5984-E, but must be issued a new permit once in-processed at gaining Reserve organization.

6-3. Restricted permits

These permits may be issued in a limited number of instances for specifically stated purposes. A special purpose permit will consist of an OF 346 or DA Form 5984-E conspicuously marked with the appropriate designation. Such permits will be issued only when necessary to meet requirements and will not be issued instead of standard permits when the latter would otherwise apply. Restricted permits are not required for licensing individuals on non-tactical vehicles that fall under the waiver criteria defined in paragraph 2-6.

a. *Learner's permits.*

(1) Individuals must pass the physical evaluation measures (see app D), successfully complete Phase I training (see para 4-3a(1)), and complete equipment introduction and written test (see para 4-3a(2), and app E) prior to being issued a learner's permit OF 346 or DA Form 5984-E. Learner's permits are required before the operator advances to the hands-on portion of training.

(2) The words, ARMY LEARNER will be placed over the title of the form so that it does not interfere with the information contained in the blocks. The information can be typed or written, but must be in black ink. GCSS-Army produced LEARNER permits (DA Form 5984-E) do not require an additional ARMY LEARNER stamp over the title.

(3) Learner's permits become invalid and must be surrendered upon completion of the course, or after 90 days for active duty Army Servicemembers and DA Civilian drivers, whichever comes first. Learner's permits may be reissued if the operator requires additional training upon expiration of permit.

(4) Learner's permits for USAR and ARNG may be used only during regular training periods and will remain valid as long as the individual is assigned to the unit and is participating in an active driver training program.

(5) Learner's permits must be reissued when the signature authority changes command.

(6) Learner's permits are only valid under the following conditions:

(a) A qualified driver, license instructor, or license examiner accompanies the trainee in the vehicle or on the equipment. An exception to this requirement applies when prospective operators are receiving instruction on material handling, engineer, or ground support equipment where there is only one seat for the driver. However, a qualified driver, license instructor, or license examiner must be present and supervising the individual receiving the training.

(b) When prospective operators with a learner's permit are operating a vehicle with passengers, all personnel must be seated in fixed seats with appropriate restraining devices/seat belts. Transportation of personnel in the rear cargo area of trucks using bench seats is not permitted when a driver with a learner's permit is operating a vehicle.

(c) The vehicle or equipment is operated within a controlled driving route (no other vehicular traffic) or training area under the supervision of a licensed driver or operator.

(7) Learner's permits should be renewed as many times as necessary to ensure the operator is thoroughly proficient at operating the equipment prior to transitioning the operator to the Phase III training validation/performance road test. Supervisors and license instructors will ensure the operator is confident at operating the equipment before any testing is conducted.

b. Incidental driver permits. Army Servicemembers and DA Civilian drivers, who must operate vehicles or equipment for short periods of time, such as for major training exercises, maneuvers, or major emergencies, will be issued an OF 346 with the words, ARMY INCIDENTAL placed over the title of the form so that it does not interfere with the information contained in the blocks. The information can be typed or written, but must be in black ink. GCSS-Army produced INCIDENTAL permits (DA Form 5984-E) do not require an additional ARMY INCIDENTAL stamp over the title. An applicant for an incidental permit must satisfactorily pass the vehicle driver or equipment operator written and performance tests on the type of vehicle or equipment for which the license is required in accordance with paragraph 4-3.

Note. Except for emergency vehicles, the road test is not required for non-tactical vehicles with a GVWR of 10,000 pounds or less, provided the individual has a valid state or HN driver's license.

(1) The expiration date of the incidental permit will be the anticipated date of the completion of the duty for which it was issued, and will not exceed 6 months.

(2) Commanders may require that incidental driver or equipment operator permits be issued to drivers or operators of non-Army vehicles or equipment operated on post.

c. Limited permits.

(1) Limited vehicle driver or equipment operator permits will be issued only to otherwise qualified drivers or operators who, because of physical deficiency, occupational status, training limitations, or other reasons, should be limited to the operation of specific vehicles or equipment, under specific conditions, or within a specific area. Limited permits will be issued only when necessary. These limited use permits allow for the use of otherwise qualified individuals whose status or condition precludes issuance of a standard permit. Amputees, combat wounded personnel, prisoners, and prisoners of war are in this category.

(2) Limited permits will not be issued to cover minor restrictions. For example, they will not be issued to drivers or operators who have been qualified to drive only one or a few vehicles. They will not be issued to DA Civilian personnel for the sole reason that they are restricted to administrative or non-tactical driving alone, nor will they be issued to physically handicapped persons when the nature of the handicap is such that it can be corrected or compensated for by usual means.

(3) The expiration date for Army limited permits will not exceed 1 year from the date of issue.

(4) The OF 346 will be stamped or legibly marked with the words, ARMY LIMITED placed over the title of the form so that it does not interfere with the information contained in the blocks. The information can be typed or written, but must be in black ink and, in each case, the specific limitation will be stated. GCSS-Army produced LIMITED permits (DA Form 5984-E) do not require an additional ARMY LIMITED stamp over the title. Sample remarks for limited permits include—

(a) "Valid only under guard."

(b) "Limited to post or installation."

6-4. Special operations within the confines of the port facility

a. This paragraph applies to operations within the physical confines of the port facility and does not supersede the requirements outlined in 29 CFR 1917, relating to longshoring activities nor does it preclude the requirement for hazardous material training.

(1) The Surface Deployment and Distribution Command (SDDC) battalions in charge of port operations will verify all personnel loading or discharging equipment, to include longshoreman, at a minimum, are trained in the following areas prior to operating equipment:

- (a) Basic hand and arm signals.
- (b) Emergency stopping procedures.
- (c) Start-up and shutdown procedures.
- (d) Location of controls.
- (e) Demonstration of vehicle blind spots.
- (f) Preventive maintenance checks and services.

(2) Deploying ACOMs will assist the SDDC in providing qualified license instructors to train those personnel that need this training.

(3) The SDDC battalion in charge of the port will maintain the names and dates of those that have received the training and will conduct sustainment training every 2 years.

(4) Contract operators must hold a valid medical certificate and State driver's license in accordance with 49 CFR 391.41 through 49 CFR 391.49 before they receive training on any Government-owned equipment.

(5) Army Servicemembers and DA Civilian drivers will be properly trained and licensed in accordance with this regulation prior to operating equipment.

Note. Exception: In extreme circumstances, when there is an uncommon or newly fielded piece of equipment for loading or discharge and no one is specifically licensed to operate it, the commander of the SDDC battalion in charge of the port can waive this requirement provided—

(a) A thorough risk assessment is completed and they have considered military and like equipment operator experience. While it may not specify the equipment the individual is going to operate, DOD personnel should have a valid operator's permit (OF 346 or DA Form 5984–E) on hand before receiving any training specific to port operations.

(b) Required training for the specified equipment is received prior to operating the equipment.

b. Paragraph 6–4a only pertains to equipment that is loaded or discharged from ships or other transportation and does not apply to any material handling equipment used to assist in loading or discharging. Army Servicemembers, DA Civilian drivers, and contract personnel who operate Government-owned material handling equipment or powered industrial vehicles within port facilities will require the standard qualifications and training outlined in chapters 2 and 4 of this regulation, as applicable.

6–5. Renewals, suspensions, and revocations

a. *Renewal period.* Operator permits may be renewed up to 90 days before the expiration date. For those individuals who possess a valid state license as well as an OF 346 or DA Form 5984–E, (Army Servicemembers operating off post and DA Civilians at a minimum), the OF 346 or DA Form 5984–E will not be renewed if state license is invalid or has been revoked.

b. *Additional qualifications.* Phase II and Phase III will be given whenever a licensed driver needs to qualify on an additional type of vehicle or equipment. DA Form 348 (to include GCSS-Army Operator Qualification Record) and OF 346 or DA Form 5984–E will be updated whenever a licensed operator has qualified on an additional vehicle or piece of equipment.

c. *Renewal records review.* Renewals will be issued after examination of DA Form 348 and medical profiles, administration of prescribed physical evaluation measures, and the operator performance test. The requirement for performance testing for renewals has been fulfilled provided sustainment training to include annual check rides, and annual records reviews have been accomplished in accordance with paragraphs 4–2 and 4–6.

d. *Sustainment training validation.* Renewals on licenses that lack corresponding sustainment training require performance testing in order to validate operator proficiency. Performance testing is required for each equipment variant and includes a performance/check ride in accordance with units U and W of the POI in appendix E. See paragraph 4–6 for license renewals on reassigned operators, and paragraph 4–5 for annual sustainment training requirements.

(1) In cases where all skills and knowledge cannot be evaluated by testing on one type of vehicle or equipment within a variant, additional performance testing is required. For example, if the individual is tested on a tractor-semi-trailer with an automatic transmission, additional testing is required to renew the license for a tractor-semi-trailer that has a manual transmission.

(2) Renewals may be denied on the basis of accident records, traffic violations, and recommendations of medical officers or supervisors. Denial of renewals for DA Civilians should occur only after consultation with CPAC and the legal office.

e. Suspensions and revocations. Licensing issuing authorities will revoke military driver's licenses or permits when an individual's state or HN driver's license is revoked.

f. Interim Driving Restrictions. Army Servicemembers, DA Civilian personnel, and contract personnel will not be authorized to operate any motor vehicle on-base, or any Government vehicle on-base or off-base, during—

(1) Periods of suspension or revocation of an operator's license by any state or HN.

(2) Periods while base-driving privileges are suspended or revoked for driving under the influence of alcohol or other controlled substances, or for other traffic violations that constitute a moving violation as defined by applicable Federal, State, local, installation, or HN traffic codes.

6-6. Replacement of permits

Issuance of permits to replace those damaged, lost, or stolen is authorized. The qualifying official must verify the individual's DA Form 348 before a replacement permit can be issued. Replacement permits will be stamped, typed, or marked on the face with the type of license issued (Army Standard, Incidental, Learner Permit, Limited) and will be signed by the issuing official. GCSS-Army issued DA Forms 5984-E do not require an additional stamp over the face of the license. Photo copies or other reproductions of the OF 346 or DA Form 5984-E are not authorized.

6-7. Strikeovers, erasures, and alterations

Strikeovers, erasures, use of correction fluid or tape, obscuring, or otherwise making an OF 346 or DA Form 5984-E entry illegible are not permitted. Commanders may authorize lamination of the OF 346 or DA Form 5984-E, but other alterations will void the permit. If OF 346, parts 1 and 2 are separated, the permit is still valid as long as both parts are available and have the same card number. Entries will be substantiated by the individual's DA Form 348 before authentication and issue.

Chapter 7

Mechanical or Ground Support Equipment

7-1. Qualifications to operate

All Army Servicemembers and DA Civilian drivers must have an OF 346 or DA Form 5984-E and demonstrate their proficiency in order to operate the following mechanical or ground support equipment:

- a.* Electrical power generating equipment, 0.5 kilowatts and above (for example, electric motor driven, diesel engine driven, gasoline engine driven, and gas turbine driven sets).
- b.* Gas generating equipment, all sizes and capacities (for example, oxygen, nitrogen, and acetylene).
- c.* Water purification sets, all sizes and capacities.
- d.* Air compressors, all pressures (not to include installed automatically controlled units).
- e.* Materiel or cargo handling equipment (including attachments), all sizes and capacities (for example, forklift trucks, warehouse tractors and cranes, straddle trucks, and flight line tugs).
- f.* Railroad equipment, all sizes and capacities (for example, locomotive, locomotive cranes, and motor cars).
- g.* Bridging equipment, all bridge erection boats, mobile assault float bridge or ferry transporters, and outboard motors.
- h.* Self-propelled amphibious equipment, all sizes and capacities.
- i.* Construction equipment or off-road equipment, all sizes and capacities (including but not limited to tractors, wheeled or tracked; cranes, wheeled or tracked; front loaders; small emplacement excavators; motorized or self-propelled scrapers, rollers, sweepers, and earth augers, saw mills; chain saws; snow plow-rotary; ditching machines; rock crushing and screening plants; asphalt batch plants; concrete mixers and plants; asphalt and concrete spreaders; water and bituminous distributors; hot oil heaters; and hydraulic or mechanical vibrating tampers).
- j.* Heating and cooling equipment, all sizes and capacities (for example, air conditioning and refrigeration units powered by liquid fuel engines, space duct-type heaters using liquid fuel, and steam cleaning equipment).
- k.* Pumping equipment; all pumps 50 gallons per minute and above, when powered by liquid fuel engines.
- l.* Printing presses and paper cutters, all makes and models, excluding manually operated paper cutters.
- m.* Mine or other explosive detecting equipment, all portable, hand held, or truck mounted models (including but not limited to AN/PSS-12 and AN/PSS-14).
- n.* Utility element (power plant) used with the medical unit, self-contained, transportable hospital elements, all makes and models.

o. Any equipment determined by the local commander or higher authority to warrant licensing (for example, powered lawn mowers, agricultural machinery, food preparation equipment, field ranges, immersion heaters, laundry equipment, and snowmobiles).

7-2. Procedures

a. Equipment operator testing and licensing procedures for self-propelled equipment will conform to this regulation. Additional procedures for materiel-handling equipment are contained in TB 600-2. Physical evaluation measures and operator performance tests will be used.

b. Equipment operator testing and licensing procedures for non-self-propelled equipment will conform to the requirements contained in TB 600-1 and TB 600-2.

c. The training and testing process for mechanical or ground support equipment will follow the same three phases as described in chapter 4. Phase II equipment training will be offered using the respective -10 operator TM for Army equipment or the manufacturer TM for COTS items. Organizations are responsible to develop written tests for all items that operators will be licensed on when a corresponding test within a TB, TC, or TSP is not available. These tests will be developed using information from the -10 operator TM. The aim for these written exams is to ensure the operator understands safe operation, employment, and maintenance fundamentals of the equipment. See paragraph E-4 for a sample written examination.

d. Phase III training validation/performance testing requires prospective operators to satisfactorily demonstrate their proficiency in conducting a PMCS and the safe operation and employment of each piece of equipment for which they are to be licensed.

e. Qualification on non-self-propelled equipment will be entered on DA Form 348, section I and training will be entered in section III.

Chapter 8 Night Vision Devices

8-1. Standardized training, testing, and licensing

This chapter provides commanders with standardized training, testing, and licensing requirements for use of NVDs by motor vehicle operators. NVDs include image intensification and thermal imaging devices (less weapon sights).

8-2. Training strategy

a. Commanders will manage NVD training programs according to this regulation and other applicable publications (see para 8-3 to determine what type of night training program best supports the unit mission).

b. Commanders will establish speed limitations for all modes of driving with NVDs. In addition, commanders at all levels must understand the devices' limitations to conduct effective risk assessments for NVD training (see TC 21-305-2, TC 21-305-20, and TM 11-5855-311-12&P-2 for technical information on NVDs to assist in making these important decisions and assessments).

c. The ability to drive with NVDs is a highly perishable skill. Proficiency can be developed and maintained only through continuous hands-on training. Units will conduct qualification and refresher training in accordance with guidance in paragraphs 8-5 and 8-6.

8-3. Training materials

The following are useful training materials:

a. TC 21-305-20. Night vision goggle (NVG) driving techniques and procedures, mission planning, safety factors, training programs, and guidance on unit standard operating procedures for wheeled vehicle, motorcycle, and all-terrain vehicle operators.

b. TC 21-305-2. NVG lesson plans, training calendar, written exam, eye charts, and paper transparencies.

c. TC 21-306. Procedures for the tracked vehicle operator.

d. Technical manuals. TMs pertaining to specific types of NVDs provide maintenance and operator instructions.

8-4. Night vision device license instructors and examiners

a. Instructor training for wheeled and tracked vehicles will comply with TC 21-305-2 and the guidelines in this chapter for qualification and refresher training.

b. License instructors and examiners must be NVD qualified and licensed on the types vehicles and NVD devices on which training is conducted, and must be designated in writing by the commander as certified NVD license instructors.

c. NVD license instructors and license examiners must successfully complete the License Instructor and Examiner distance learning course on Army Learning Management System.

d. License instructors and license examiners will implement the commander's program, conduct qualification and refresher training, administer road tests, and keep the commander informed on the overall status of the unit's NVD training readiness.

e. NVD license instructors and license examiners will document qualification and refresher training on the individual's DA Form 348, section III, and annotate on the OF 346 or DA Form 5984-E and DA Form 348, section I, the specific type of NVD on which the individual is qualified.

f. Vehicle simulators which include NVGs or NVDs may be employed to enhance training.

8-5. Qualification training

Qualification training will include sequential instruction in both academic and night driving tasks. A qualified NVD license instructor must supervise all instruction.

a. *Night vision device academics.* During NVD qualification, the operator will receive instruction in academic subjects (see app I), and must pass a written examination (see TC 21-305-2).

b. *Night vision device driver training.* The operator will receive hands-on instruction in order to demonstrate proficiency while driving with the use of NVDs (see app I for task list). An NVD-equipped license instructor will be in the vehicle during night driver training.

c. *Qualification requirements.* To be qualified and licensed on NVDs, motor vehicle operators must—

- (1) Be licensed and current on the vehicle in which they will receive NVD training.
- (2) Complete the academic and driving requirements outlined in paragraph 8-5a and 8-5b.
- (3) Successfully complete an NVD driver performance test given by an NVD license instructor.

d. *Night vision device performance tests.* The testing of one vehicle utilizing NVDs will not qualify an individual for all other vehicles. A performance test will be conducted for each model of vehicle/equipment to be driven by the operator.

8-6. Refresher training

Check rides must be conducted for motor vehicle operators who are certified to operate equipment with NVDs semi-annually (USAR and ARNG: 12 months) to maintain proficiency. Minimum requirements for NVD refresher training are—

a. Successfully completing a NVD driver performance check ride given by a NVD licensed supervisor (NCO) or NVD license instructor.

b. Demonstrating proficiency in training tasks identified in appendix I.

Note. Leaders must ensure that operators receive refresher training once every six months to remain NVD qualified. Operators that have not received refresher training after six months (USAR and ARNG: 12 months) will have the NVD qualification removed from their operator permit (OF 346 or DA Form 5984-E). The NVD qualification will remain on the DA Form 348, and can only be added back to the OF 346 or DA Form 5984-E when the operator has successfully completed the required refresher training.

Appendix A

References

Section I

Required Publications

AR 25–50

Preparing and Managing Correspondence (Cited in para 6–1*a*.)

AR 25–400–2

The Army Records Information Management System (ARIMS) (Cited in table J–1.)

AR 40–501

Standards of Medical Fitness (Cited in para 3–3*b*.)

AR 385–10

The Army Safety Program (Cited in para 1–4*m*(8).)

AR 600–85

The Army Substance Abuse Program (Cited in para 1–4*m*(9).)

AR 611–5

Personnel and Classification Testing (Cited in para 5–1*a*.)

AR 750–10

Army Modification Program (Cited in para 3–3*c*(1).)

ATP 5–19

Risk Management (Cited in para E–2*a*.)

DA Pam 385–30

Risk Management (Cited in para E–2*c*.)

DA Pam 385–64

Ammunition and Explosives Safety Standards (Cited in para 4–13*d*.)

DA Pam 750–8

The Army Maintenance Management System (TAMMS) Users Manual (Cited in para 4–2*b*.)

TB 600–1

Procedures for Selection, Training, Testing and Qualifying Operators of Equipment/Systems, Excluding Selected Watercraft and Aircraft, Managed/Supported by US Army Troop Support and Aviation Materiel Readiness Command (Cited in 4–9.)

TB 600–2

Procedures for Selection, Training, Testing, Qualifying and Licensing Operators of Construction Equipment, Materiel Handling Equipment, and Armor-Vehicle-Launched Bridge (AVLB) Managed/Supported by US Army Tank-Automotive Materiel Readiness Command (Cited in para 4–9.)

TC 3–04.16

Airfield Operations (Cited in para 4–14.)

TC 21–305–2

Training Program for Night Vision Device Driving Operations (Cited in para 8–2*b*.)

TC 21–305–20

Manual for the Wheeled Vehicle Operator (Cited in para 8–2*b*.)

TC 21–306

Tracked Combat Vehicle Driver Training (Cited in para 4–8*a*.)

TM 11–5855–311–12 & P–2

Operator's and Unit Maintenance Manual (Including Repair Parts and Special Tools List) For Driver's Vision Enhancer (DVE) (Cited in para 8–2*b*.)

Section II

Related Publications

A related publication is a source of additional information. The user does not have to read it to understand this publication. Code of Federal Regulations (CFR) are available at <http://www.ecfr.gov>. Department of Defense Instructions are available at <http://www.dtic.mil>. Defense Logistics Agency Instructions are available at DLAI <http://www.dla.mil>.

AR 11–2

Managers' Internal Control Program

AR 25–30

Army Publishing Program

AR 58–1

Management, Acquisition, and Use of Motor Vehicles

AR 190–5

Motor Vehicle Traffic Supervision

AR 200–1

Environmental Protection and Enhancement

AR 700–141

Hazardous Materials Information Resource System

AR 700–143

Packaging of Hazardous Material

AR 710–2

Supply Policy Below the National Level

ATP 4–01.45

Multi-Service Tactics, Techniques, and Procedures for Tactical Convoy Operations

ATP 4–11

Army Motor Transport Operations

ATP 4–31

Recovery and Battle Damage Assessment and Repair

Commercial Motor Vehicle Safety Act of 1986

(Available at <http://www.fmcsa.dot.gov/>.)

DA Pam 25–40

Army Publishing Program Procedures

DA Pam 25–403

Guide to Recordkeeping in the Army

DA Pam 385–10

Army Safety Program

DA Pam 385–40

Army Accident Investigations and Reporting

DA Pam 750–3

Soldiers' Guide for Field Maintenance Operations

DLAI 4145.11

Storage and Handling of Hazardous Materials (Available at <http://www.dla.mil/>.)

DODI 6055.04

DOD Traffic Safety Program

DODM 4500.36

Acquisition, Management, and Use of DOD Non-Tactical Vehicles

SB 700–20

Army Adopted/Other Items Selected for Authorization/List of Reportable Items

TC 3–21.60

Visual Signals

TC 7–31

Mine Resistant Ambush Protected (MRAP) Family of Vehicles Driver Training

TC 21–305–1

Training Program for the Heavy Expanded Mobility Tactical Truck (HEMTT), Palletized Load System (PLS), and Load Handling System (LHS) Family of Vehicles

TC 21–305–3

Training Program for the M939 Series 5-Ton Tactical Cargo Truck

TC 21–305–4

Training Program for the High Mobility Multipurpose Wheeled Vehicle

TC 21–305–5

Training Program for Equipment Transporters (C–HET, MET, AND LET)

TC 21–305–6

Training Program for the Tractor and Semitrailer (M915, M931, AND M932)

TM 5–6930–600–12&P

Operator and Unit Maintenance Manual (Including Repair Parts and Special Tools List) for Driver Training and Testing Device, Portable

TSP 051–12B–U03

Wolverine Heavy Assault Bridge (Available at <https://rdl.train.army.mil/>)

TSP 061–266–B0001

Field Artillery Ammunition Support Vehicle (FAASV) (Available at <https://rdl.train.army.mil/>)

TSP 061–266–B0002

M109 Paladin (Available at <https://rdl.train.army.mil/>)

TSP 061–310–M0001

Multiple Launch Rocket System (MLRS) (Available at <https://rdl.train.army.mil/>)

TSP 071–U–M113

M113 Family of Vehicles (Available at <https://rdl.train.army.mil/>)

TSP 071–W–BFVS

Bradley Fighting Vehicle (Available at <https://rdl.train.army.mil/>)

TSP 091–M88–1001

M88A1/A2 Recovery Vehicle (Available at <https://rdl.train.army.mil/>)

TSP 171–A–1136

M1A2 SEP Tank Driving Training Support Package (Available at <https://rdl.train.army.mil/>)

29 CFR 1910.101

Compressed gases (general requirements)

29 CFR 1910.102

Acetylene

29 CFR 1910.103

Hydrogen

29 CFR 1910.104

Oxygen

29 CFR 1910.105

Nitrous oxide

29 CFR 1910.106

Flammable liquids

29 CFR 1910.107

Spray finishing using flammable and combustible materials

29 CFR 1910.109

Explosives and blasting agents

29 CFR 1910.110

Storage and handling of liquefied petroleum gases

29 CFR 1910.111

Storage and handling of anhydrous ammonia

29 CFR 1910.119

Process safety management of highly hazardous chemicals

29 CFR 1910.120

Hazardous waste operations and emergency response

29 CFR 1910.123

Dipping and coating operations: Coverage and definitions

29 CFR 1910.124

General requirements for dipping and coating operations

29 CFR 1910.125

Additional requirements for dipping and coating operations that use flammable liquids or liquids with flashpoints greater than 199.4 °F (93 °C)

29 CFR 1910.126

Additional requirements for special dipping and coating operations

29 CFR 1910.1200

Hazard communication

29 CFR Part 1917

Marine Terminals

40 CFR

Protection of Environment

49 CFR Part 171

General Information, Regulations, and Definitions

49 CFR Part 172

Hazardous Materials Table, Special Provisions, Hazardous Materials Communications, Emergency Response Information, Training Requirements, and Security Plans

49 CFR 172.704

Training requirements

49 CFR Part 382

Controlled substances and Alcohol Use and Testing

49 CFR Part 383

Commercial Driver's License Standards; Requirements and Penalties

49 CFR 383.71

Driver application and certification procedures

49 CFR 383.121

Requirements for hazardous materials endorsement

49 CFR 391.41

Physical qualifications for drivers

49 CFR 391.42

Schedule for Use of Medical Examiners Listed on the National Registry of Certified Medical Examiners

49 CFR 391.43

Medical examination; certificate of physical examination

49 CFR 391.45

Persons who must be medically examined and certified

49 CFR 391.47

Resolution of conflicts of medical evaluation

49 CFR 391.49

Alternative physical qualification standards for the loss or impairment of limbs

49 USC 31301

Definitions

Section III**Prescribed Forms**

Unless otherwise indicated, Department of the Army (DA) forms are available on the Army Publishing Directorate (APD) website (<https://armypubs.army.mil/>); DD Forms are available from the executive services directorate website (<http://www.esd.whs.mil/directives/forms/>); Optional forms (OFs) are available on the General Services Administration (GSA) website (<https://www.gsa.gov>).

DA Form 348

Equipment Operator's Qualification Record (Except Aircraft) (Prescribed in para 1-4f(1)(b).)

DA Form 348-1

Equipment Operator's Qualification Record (Except Aircraft) (Prescribed in para 4-2b(2).)

DA Form 5984-E

Operator's Permit Record (Generated electronically through GCSS-Army) (Prescribed in para 1-4f(1).)

DA Form 6125

Road Test Score Sheet (Prescribed in para 5-4a.)

OF 346

U.S. Government Motor Vehicle Operator's Identification Card (U.S. Government Departments, Agencies, and Offices can place an order for this form at www.gsaglobalsupply.gsa.gov or www.gsaadvantage.gov with either a government purchase card or AAC (Activity Address Code). The Stock Number is 7540-00-634-3999. NOTE: Government Contractors will need to have their Government Department, Agency, or Office sponsor their request before placing an order.) (Prescribed in para 1-4f(1).)

Section IV**Referenced Forms**

Unless otherwise indicated, Department of the Army (DA) forms are available on the Army Publishing Directorate (APD) website (www.apd.army.mil); DD Forms are available from the executive services directorate website (<http://www.esd.whs.mil/directives/forms/>).

DA Form 11-2

Internal Control Evaluation Certification

DA Form 2028

Recommended Changes to Publications and Blank Forms

DA Form 2404

Equipment Inspection and Maintenance Worksheet

DA Form 5988-E

Equipment Maintenance and Inspection Worksheet

DD Form 2977
Deliberate Risk Assessment Worksheet

Appendix B

Interviews

B–1. Interview factors to consider

Interviews are required to assist commanders with assessing the maturity, attitude, and past driving record of prospective drivers and operators. Factors to consider are: personnel over 25 years of age are usually more mature than younger people; driving experience of 1 year or more during which the applicant has driven 4,000 accident free miles will usually indicate good judgment and coordination.

B–2. Using DA Form 348

The interview should be informal and the interviewee must understand its purpose. The interview will be conducted in person and the information recorded in writing. Information from the interview may be entered on the DA Form 348 should read: Commander's Interview in accordance with paragraph 3–2 of this regulation and the date of the interview. Inform the individual of the Privacy Act provisions.

B–3. Suggested interview questions

The interview may be opened with remarks such as the following, "You are going to be asked a number of questions about yourself and your driving experience. Answers dealing with your record of accidents and violations may be checked against official records. Your answers will be used to help place you in work for which you are best suited." The following questions are suggested for use in the interview:

- a. How old are you?
- b. How many years of schooling have you completed?
- c. Do you have a valid State operator's permit?
- d. Have you had any previous driving experience?
- e. What type of vehicles have you driven?
- f. Have you ever driven a manual shift vehicle?
- g. How much experience have you had driving a passenger car?
- h. Approximately how many miles have you driven during the past 12 months?
- i. How much experience have you had driving a truck of 2.5 ton capacity or greater?
- j. Have you ever driven a front-wheel drive vehicle? Have you ever driven a four-wheel drive vehicle?
- k. Have you ever driven a tractor-trailer combination?
- l. How many accidents have you had in which someone was injured or in which the property damage exceeded \$2,000?
- m. Explain who was at fault and how, in your opinion, the accident could have been avoided.
- n. How many times have you been cited for a traffic violation? Describe each of these incidents.
- o. How do you account for your good or poor driving record?
- p. What do you think is the major cause of traffic accidents?
- q. What do you think should be done to reduce the number of traffic accidents?
- r. Have you had any experience as an automobile mechanic or in related work?
- s. Have you any personal objections to becoming a military motor vehicle operator? (If so explain.)
- t. Do you think you would make a good operator of Army equipment? Why?
- u. Do you wear corrective lenses or do you have any problems with your eyes?
- v. Do you have any hearing problems?
- w. Have you ever been convicted of a drug or alcohol offense?
- x. Do you know of any physical defects that might affect you as a driver?
- y. Are you taking any medications which may affect or impair your ability to drive?

B–4. Completing the interview

The interview must include the date, name, and signature of the commander or authorized representative that conducted the interview. Additionally, the prospective driver is required to sign the interview validating all questions have been answered truthfully.

Appendix C

The Army Wheeled Vehicle Fleet Classification System

C-1. Classification system categories

The Army Wheeled Vehicle Fleet Classification System (AWVFCS) categorizes Army tactical wheeled vehicles using the CDL structure as classes A, B, or C. Vehicles that fall outside of the CDL class structure are also included in AWVFCS and are identified as class D vehicles. The AWVFCS spreadsheet is updated periodically as new equipment is fielded and is hosted on the following website: <http://www.transchool.lee.army.mil/adso/> for download.

C-2. Certain driving circumstances may require a commercial driver's license

Operating a class D vehicle does not require a CDL. However, when a class D vehicle is used to transport HAZMAT or 16 or more passengers, it automatically becomes a class C vehicle. In such cases, DA Civilians (driving off installation only) and DOD affiliated contractors (driving on or off installation) will require a CDL with appropriate endorsements. See paragraph 2-5 for CDL requirements, and paragraph 4-13 of this regulation for details on HAZMAT endorsements. Examples of situations where a class D vehicle automatically becomes a class D are—

- a. When it is used to transport 16 or more passengers.
- b. When it is used to transport ammunition in quantities that require placarding.
- c. When a tank and pump unit is mounted in the cargo bed.

C-3. There are four basic classes of wheeled vehicles

- a. *Class A – Combination Vehicle.* Any combination of vehicles with a GVWR of 26,001 or more pounds provided the GVWR of the vehicle being towed exceeds 10,000 pounds.
- b. *Class B – Heavy Straight Vehicle.* Any single vehicle with a GVWR of 26,001 or more pounds, or any such vehicle towing a vehicle not in excess of 10,000 pounds GVWR.
- c. *Class C Small Vehicle.* Any single vehicle, or combination of vehicles, that meets neither the definition of class A or class B as defined in paragraphs C-3a and C-3b, but is either designed to transport 16 or more passengers including the driver, or is used to transport HAZMAT or waste in any amount.
- d. *Class D.* Those vehicles outside of the current CDL classification system (all others). Certain endorsements and restrictions apply, as discussed.

C-4. Three kinds of endorsements that may be required

There are three kinds of endorsements that may be required; these depend on the type of equipment being driven or the type of cargo transported:

- a. *Tank vehicles.* Drivers of vehicles used to haul liquids in bulk must have specialized knowledge and skills to drive safely. Liquids in bulk cause driving control problems because the cargo is heavy, shifts, and has a high center of gravity. These drivers must obtain tanker endorsements to their licenses showing they have passed a written examination and a performance test on the special problems posed by large volume liquid cargo.
- b. *Passengers.* Any driver operating a vehicle designed to transport 16 or more passengers, including the driver, must have a passenger endorsement showing they have passed a written examination on special safety considerations when transporting passengers. An applicant for a license to drive a bus in any category must also have this endorsement.
- c. *Hazardous materials.* Any driver hauling HAZMAT or waste in amounts requiring placards, regardless of the vehicle class, must have a HAZMAT endorsement showing that they have received HAZMAT training in accordance with this regulation and has passed a written examination on how to recognize, handle, and transport HAZMAT.

C-5. Two restrictions in the classification scheme

There are two restrictions in the classification scheme; these reflect the type of braking and transmission systems on the vehicle being driven.

- a. *Air brakes.* Most drivers of heavy vehicles will have trucks or buses equipped with air brakes. These drivers must pass a written examination dealing with the operation and critical parts of air brake systems. All class A vehicles and most class B vehicles have air brakes. Drivers of vehicles without air brakes (or those who do not pass the air brakes test or test on a vehicle without air brakes) will have a restriction placed on the CDL showing that they are not qualified to operate a vehicle with air brakes.
- b. *Manual transmission.* Some class A and B vehicles have manual transmissions; however, most class A and B vehicles have automatic or semiautomatic transmissions. Driving a heavy motor vehicle with a manual transmission

requires more knowledge and skill than driving vehicles with automatic transmissions. Therefore, any applicant who takes the CDL performance test in a vehicle with an automatic transmission will have a restriction placed on the license showing that they are not qualified to operate vehicles with manual transmissions. Table C–1 applies to the AWVFCS hosted on the following website: <http://www.transchool.lee.army.mil/>.

Table C–1
Legend for Army Wheeled Vehicle Fleet Classification System

Acronym	Definition
ARMD	armored
ARMT	armament
ASV	armored security vehicle
ATGM	anti-tank guided missile
ATV	all-terrain vehicle
AUTO	automatic
BAE	battlefield area evaluation
CAT	category
CS	counter strike
CV	command vehicle
CUCV	commercial UTIL cargo vehicle
ECV	expanded capacity vehicle
ENG	engineer
FP	force protection
FSV	fire support vehicle
GVM	gross vehicle mass
GVW	gross vehicle weight
HEMTT	heavy expanded mobility tactical TRK
HET	heavy equipment transporter
HMMWV	high mobility multi-purpose wheeled vehicle
HVY	heavy
HYD	hydraulic
IAV	interim armored vehicle
ICV	infantry carrier vehicle
IAP	integrated armor package
JERRV	Joint EOD rapid response vehicle
LET	light equipment transport
LMTV	light medium tactical vehicle
LWB	long wheel base
MAN	manual
MAXXPRO	maximum protection

Table C–1
Legend for Army Wheeled Vehicle Fleet Classification System—Continued

MGS	mobile gun system
MRAP	mine resistant ambush protected
MTV	medium tactical vehicle
PLS	palletized load system
RCV/FPI	remote control vehicle/field presence indicator
TRAC	tractor
TRK	truck
TVS	towed vehicle system
UTIL	utility
UP ARM	up armor
W/E	with equipment
W/W	with winch

Appendix D

Physical Evaluation Measures

D-1. Evaluation objectives

Physical evaluation measures will ensure that all operators of motor vehicles possess at least minimum physical requirements for safe driving. In addition, they are intended for diagnostic, guidance, and counseling purposes.

D-2. Equipment

The driver testing and training device (national stock number 6930-00-526-3639) contains all the materials and instructions necessary to conduct the physical evaluation measures listed in this appendix). Equivalent testing instruments may be constructed locally, provided they are made to measure accurately the physical characteristics as prescribed. This includes local procurement of eye testing charts, and the use of computers to determine foot reaction times using a Universal Serial Bus (USB) foot controlled pedal. Organizations that do not possess the driver testing and training device must coordinate with their higher headquarters to procure the device.

D-3. Testing conditions

The general conditions of the test situation will be as prescribed in AR 611-5. In addition, the rooms in which the tests are given must be well-lit (without glare) and well-ventilated. The examinee should be made comfortable in order that physical discomfort will not affect test results. If it is necessary to test more than one examinee at a time, and if the same room is used for more than one test, testing should be conducted so as to minimize distractions. The reaction time test must be given under conditions which are free from noise and other distractions.

D-4. Supplementary instructions to examiners

The following instructions apply to all measures of physical abilities and supplement the specific instructions accompanying the equipment:

- a.* Before giving any test, one must know the purpose of the test, the equipment to be used, and the prescribed procedure. Give a number of trial tests in order to become familiar with them.
- b.* Before each test, explain its purpose to the examinee. Inform them of the expectations.
- c.* On completion of testing, specific physical limitations should be called to the attention of the examinee. Describe compensating measures which may be taken.
- d.* Physical characteristics will be measured in the order in which they are listed in this appendix.
- e.* Measurements are recorded on DA Form 348.

D-5. Visual acuity

- a.* This test determines whether the examinee can see well enough to drive safely.
- b.* The minimum standard is uncorrected distant visual acuity of any degree which is correctable to not less than 20/40 in the better eye. Visual acuity tested with both eyes open must also be correctable to at least 20/40 with corrective lenses. All Army Servicemembers who can attain 20/40 or better acuity only with corrective lenses will be required to wear the lenses while operating an Army vehicle. Operator permits will be annotated to reflect this requirement. Examinees who do not meet the visual acuity standard will be referred to appropriate medical personnel to determine if vision can be corrected to a level safe for driving.

D-6. Field of vision

- a.* This test determines whether the examinee can see to the side while looking straight ahead.
- b.* The minimum acceptable standard is a lateral range of 75 percent on each side of the focus line for each eye. If the standard is not met, the examinee will be referred to appropriate medical personnel to determine if their lateral vision is sufficient for safe driving.

D-7. Depth perception

- a.* This test determines how well the examinee can judge distances.
- b.* There is no minimum standard. The results of this measure are used in driver counseling and training.

D-8. Color perception

- a.* This test determines if the examinee is colorblind.

b. The examinee will not be disqualified for a vehicle operator's license because of color blindness. However, if colorblindness is indicated, they will be given additional training on traffic light sequence, observation of other traffic, and so on, which will enable them to drive safely.

D-9. Foot reaction time

a. This test determines whether the examinee can move their foot quickly enough in response to driving conditions.

b. The minimum acceptable reaction time is up to and including .60 seconds. If the examinee's reaction time is faster than .40 seconds, they will be cautioned about the possibility of rear end collisions. With this fast reaction time, any sudden application of brakes particularly invites collision from following vehicles driven by persons with slower reactions. If one's reaction time is between .50 and .60 seconds, they will be made aware of this slower time and told to allow extra following distance to compensate for the deficiency. If the reaction time of the examinee is slower than .60 seconds, they will be referred to appropriate medical personnel to decide if this reaction time is too slow to permit them to drive safely.

D-10. Hearing test

a. This test determines whether the examinee can hear well enough to drive safely.

b. A test is required for Army Servicemembers with a numerical designator of 3 or 4 under the H factor of the physical profile serial. This test is done by referral to appropriate medical personnel to determine if the examinee's hearing is sufficient for safe driving. Army Servicemembers are required to have an annual hearing conservation examination conducted by appropriate medical personnel. If the examinee maintains a numerical designator of 1 or 2 under the H factor of the physical profile serial, no other hearing tests are required.

Appendix E

Motor Vehicle Operator Driver Training Course

E-1. Study materials

a. TC 21-305-20 (wheeled vehicles), TC 21-306 (tracked vehicles) and TCs referenced in appendix K will be used to supplement qualification and sustainment training. These TCs are generic to all MOSs and contain risk assessment matrices, lesson outlines, sample training schedules and training area designs, written and hands-on performance tests, and a listing of associated video programs.

b. TSPs are a complete, exportable package for integrating training products, materials, and information necessary to train one or more critical tasks. The TSPs referenced in this publication prescribe model training programs for units with tracked vehicles. See appendix K for a list of available training support packages, or paragraph 4-1 for hyperlinks where resources may be downloaded for use.

E-2. Training risk assessment

a. Risk assessments must be conducted prior to all driver and operator training program execution in accordance with ATP 5-19 and risk levels annotated on a DD Form 2977 (Deliberate Risk Assessment Worksheet).

b. Overall risk will be assessed daily prior to training. Appropriate measures will be taken to incorporate risk reduction measures and procedures taken to approve training for increased levels of risk. For example, off-road driving conditions, water fording, night time driving, or winter conditions may merit elevated risk levels and require higher command approval prior to execution.

c. See AR 385-10, chapter 11 for the safe operation of Army equipment, and DA Pam 385-30 for risk management. Applicable TCs provide risk mitigation and assessment strategies for equipment variants.

E-3. Program of instruction

The three successive phases of operator training are broken down into the following POI. The Phase I (Initial Operator Training) consists of units A through L. The Phase II (Equipment Training) consists of units M through T, and the Phase III (Training Validation/Equipment Road Test) consists of units U through W.

a. *Phase I: Initial Operator Training (classroom).*

- (1) *Unit A.* Introduction, organization of course, and materials review.
- (2) *Unit B.* State, local, HN, and post traffic regulations and laws.
- (3) *Unit C.* Basic regulations, responsibilities, and traffic controls (see TC 21-305-20).
- (4) *Unit D.* Basic operating procedures (see TC 21-305-20).
- (5) *Unit E.* Emergencies (see TC 21-305-20).
- (6) *Unit F.* Accident causes and reports (see TC 21-305-20).
- (7) *Unit G.* Hazards and safety measures (see TC 21-305-20).
- (8) *Unit H.* Operation of government vehicles off post/base (see TC 21-305-20).
- (9) *Unit I.* Maintenance responsibilities to include PMCS and required forms (see TC 21-305-20).
- (10) *Unit J.* Procedures for transporting personnel (see TC 21-305-20).
- (11) *Unit K.* Motor marches and convoy operations (see TC 21-305-20).
- (12) *Unit L.* Phase I: Initial Operator Training examination.

b. *Phase II: Equipment Training (classroom and hands-on).*

(1) *Unit M.* Introduction to specific vehicle or equipment (classroom and motor pool). Use vehicle specific TC or TRADOC TSP, and operator -10 TM.

(2) *Unit N.* Written examination (vehicle specific). When available, use examination from TC. Commands must develop and approve examination for equipment that does not have published TC. Issue trainee OF 346 learner's permit upon successful completion of vehicle examination.

(3) *Unit O.* Vehicle operating familiarization using training aids, devices, simulators, and simulations (when available).

(4) *Unit P.* Usual Conditions: Operate vehicle/equipment under normal conditions on road driving courses and in controlled routes during daylight, and night time using headlights (driving routes to be approved by local command).

(5) *Unit Q.* Unusual Conditions: Operate vehicle off-road using training locations approved by local command. Focus training content on the unusual conditions defined in operator technical manual.

(6) *Unit R.* Response to emergency situations; vehicle malfunctions (simulators and on driving courses).

(7) *Unit S.* Self-recovery methods (classroom and hands-on).

(8) *Unit T.* Operate vehicle specific capabilities (self-recovery winch, materiel handling crane, hydraulics, securing load in cargo bed, and so on). Unit T applies to any additional required training (beyond driving fundamentals) that ensures operator is proficient at operating all design features of vehicles/equipment.

c. Phase III: Training Validation/Performance Road Test.

- (1) *Unit U.* PMCS test.
- (2) *Unit V.* Vehicle Control test.
- (3) *Unit W.* Road Test (see para 4–8 for tracked vehicles, and para 4–9 for mechanical or ground support equipment).

E–4. Sample Phase II: Equipment Training Examination

The following are sample questions and answer key of the written examination for a HMMWV:

a. True or false questions:

- (1) The transfer case shift lever should be in H/L (high lock) range when driving in snow or on ice.
- (2) Use the transmission range selection 2 for hill climbing and for engine braking when descending steep hills.
- (3) Air cleaner service is required when the air restriction gauge yellow indicator reaches the YELLOW ZONE of the gauge.
- (4) Before the horn will operate, the light switch must be in the STOPLIGHT or SERVICE DRIVE position.
- (5) The hazard warning (emergency flashers) do not override the brake lights.
- (6) The coolant temperature gauge indicates a normal engine temperature of 230 to 250 degrees Fahrenheit.
- (7) You can use the hand throttle as a cruise control device.
- (8) After operating the HMMWV in mud, you should clean the air cleaner dump valve.

b. Multiple choice questions:

- (1) The HMMWV is equipped with—
 - (a) A turbo charger.
 - (b) Limited slip differentials.
 - (c) Torque biasing differentials.
 - (d) Posi-traction differentials.
- (2) If your vehicle starts to skid, which should you do?
 - (a) Step on the brakes and hold the steering wheel straight.
 - (b) Nothing.
 - (c) Let up on the accelerator pedal and steer in the direction of the skid.
 - (d) Release the gas pedal and steer in the opposite direction of the skid.
- (3) How should you dry wet brake linings?
 - (a) Continue to drive at a slow speed with enough pressure on the brake pedal to cause a slight drag on the brakes until uneven braking ceases.
 - (b) Pump the brake pedal.
 - (c) Pull over and wait 25 to 30 minutes to allow the brakes to dry out.
 - (d) Increase speed to allow more air to flow through the brakes.
- (4) For extra traction when driving in snow or on ice, you should—
 - (a) Steer the vehicle diagonally up hills.
 - (b) Install tire chains (four-wheel set).
 - (c) Install tire chains (two-wheel set).
 - (d) Turn the vehicle quickly when on slippery surfaces.
- (5) During after operation PMCS, you must drain the fuel filter of all contaminated fuel. What do you do with the contaminated fuel?
 - (a) Drain on the ground.
 - (b) Drain on the wash rack.
 - (c) Drain into a suitable container.
 - (d) Pour it in your fuel tank.
- (6) The HMMWV is equipped with a wait-to-start lamp. This lamp illuminates when the—
 - (a) Engine is ready to start.
 - (b) Engine is running.
 - (c) Glow plugs are activated.
 - (d) Head lights are on.
- (7) Use the hand throttle to increase engine speed—
 - (a) When towing a trailer.

- (b) To drive through deep snow, sand, or mud.
- (c) To test brake modulation.
- (d) During cold weather starting or winch operation.
- (8) The brake warning lamp illuminates when—
 - (a) The parking brake is released.
 - (b) The parking brake is applied.
 - (c) The parking brake is wet and stays on until it has dried.
 - (d) The vehicle is new and stays on until the disc brakes need replacing.
- (9) The voltmeter indicates the charging level and activity of the battery charging system. If the charging system and gauge are operating properly, the voltmeter should register in the—
 - (a) Green area.
 - (b) Yellow area.
 - (c) Red area.
 - (d) Blue area.
- (10) By applying light pressure to the brake pedal while at the same time depressing the accelerator pedal, you are—
 - (a) Checking the operation of the blackout drive lights.
 - (b) Attempting to stop.
 - (c) Performing brake modulation.
 - (d) Checking the operation of the stop lights.
- (11) When you ford the HMMWV, the vehicle speed should be—
 - (a) 20 miles per hour or less.
 - (b) 15 mile per hour or less.
 - (c) 10 miles per hour or less.
 - (d) 5 miles per hour or less.
- (12) You achieve maximum efficiency and torque output of the engine at—
 - (a) The lower revolutions per minute range.
 - (b) The midrevolutions per minute range.
 - (c) The higher revolutions per minute range.
 - (d) At all ranges.
- (13) When you are driving the HMMWV on a dry paved highway, the transfer case shift lever should be in what range?
 - (a) H (high).
 - (b) L (low).
 - (c) H/L (high lock).
 - (d) N (neutral).
- (14) The slave receptacle on the HMMWV is located at the—
 - (a) Outside rear of the battery box.
 - (b) Outside front of the battery box.
 - (c) Floor board under the driver's seat.
 - (d) Right front of the vehicle, under the hood.
- (15) The HMMWV can safely ford water up to inches deep without using a fording kit.
 - (a) 30.
 - (b) 40.
 - (c) 50.
 - (d) 60.
- (16) If the vehicle starts to slide while climbing a hill, your first action is to—
 - (a) Let up on the accelerator pedal.
 - (b) Steer the vehicle in the direction of the slide until the vehicle stops.
 - (c) Slowly press the accelerator pedal and steer the vehicle on a straight course.
 - (d) Hit the brakes.
- (17) Place the transfer case shift lever in the position only when continuous wheel slippage is evident.
 - (a) H (high).
 - (b) H/L (high lock).
 - (c) L (low).
 - (d) N (neutral).

- (18) Place the transfer case shift lever in the position when the vehicle is stuck in deep snow or mud.
- (a) H (high).
 - (b) H/L (high lock).
 - (c) L (low).
 - (d) N (neutral).
- (19) As a general rule when driving the HMMWV cross-country, you should—
- (a) Never use the transfer case and transmission to assist the engine for braking purposes.
 - (b) Use the brakes only when towing a trailer.
 - (c) Use the brakes only when going down a steep hill.
 - (d) Not use the vehicle brakes.
- (20) Damage to the drive train will result if the transfer case is operated in on high traction surfaces where little or no wheel slippage is evident.
- (a) N (neutral position).
 - (b) D (drive position).
 - (c) H/L (high lock range).
 - (d) H (high range).
- (21) Before starting the HMMWV, you must place the transmission shift lever in—
- (a) N (neutral).
 - (b) D (drive).
 - (c) P (park).
 - (d) 2 (second).
- (22) The HMMWV is equipped with run flat devices, allowing the vehicle to be driven with one or more tires flat. The maximum speed the vehicle can travel with one flat tire is—
- (a) 10 miles per hour (16 km).
 - (b) 20 miles per hour (36 km).
 - (c) 30 miles per hour (48 km).
 - (d) 40 miles per hour (64 km).
- c. Table E-1 is the answer key for the sample written examination.

Table E-1
Answers to sample examination questions

True/False questions	Multiple Choice questions		
(1) True	(1) b	(9) a	(17) b
(2) True	(2) c	(10) c	(18) c
(3) False	(3) a	(11) d	(19) d
(4) True	(4) b	(12) b	(20) c
(5) False	(5) c	(13) a	(21) a
(6) False	(6) c	(14) b	(22) c
(7) False	(7) d	(15) a	
(8) True	(8) b	(16) b	

Appendix F

Evaluation for Selecting Master Driver, License Instructors, and License Examiners

F-1. Criteria

Well-qualified, high-quality license instructors and license examiners are important to maintaining safe and effective driver training and testing programs. Commanders who select and appoint master drivers, license instructors and license examiners should consider a number of factors to obtain the best qualified personnel. These include technical knowledge, experience, and character. In these areas, it is valuable to assign a degree of fitness. Do this by rating an individual's desirable attributes on a scale of 1 to 5, rather than rating yes or no.

F-2. Driver permit (OF 346 or DA Form 5984-E)

As stated in chapter 4, the master driver must possess an Army license. This individual is considered a program manager and does not necessarily need to be licensed on all equipment within an organization. However, license instructors and license examiners must possess a license for the vehicle or equipment on which they will train or test. Choosing individuals with a breadth of experience on multiple vehicles will increase the effectiveness of the license instructors and license examiners within a training program.

F-3. Education and experience

Evaluation of an individual's education and experience as a vehicle driver, equipment operator, instructor, and maintainer may be helpful in predicting success as a master driver, license instructor, or license examiner. Written and oral comprehension and communication skills are important in developing lesson plans and examinations and presenting training and instructions. Some factors to consider are—

- a.* High school diploma.
- b.* College credits or degree.
- c.* Motor vehicle operation experience.
- d.* Maintenance experience.
- e.* Supervisory or teaching experience, especially in vehicle operation or maintenance.

F-4. Technical knowledge

Master drivers should be the most experienced individual in the organization for operator training and licensing. All license instructor and license examiner candidates must be licensed and considered subject matter experts on their respective vehicles or equipment and should also be skilled NCOs or civilians. In addition, the commander should evaluate the technical competence of each candidate. One way to perform this evaluation is by administering an objective written, (and possibly also a performance) test. A score of 80 or above should be a minimum requirement for selection.

F-5. Aptitude

Commanders should consider above average scores in appropriate aptitude areas based on the Army classification battery (for example, general technical score of 100 or above).

F-6. Personality

Consider any pertinent character and personality traits which may influence a candidate's communication ability, trustworthiness, leadership ability, and similar attributes. Important traits to consider are—

- a.* Military appearance and bearing.
- b.* Clear and coherent speech.
- c.* Dependability.
- d.* Leadership qualities.
- e.* Enthusiasm.
- f.* Emotional stability.
- g.* Ability to work with others.
- h.* Ability to present technical information clearly and simply.
- i.* Ambition and imagination, the drive and ability to improve continually in a task.

Appendix G

Driver's Performance Test (Road Test)

G-1. Test requirements

a. The test specified in this appendix is to be given according to the principles of test administration set forth in AR 611-5. In addition, the specific directions for this test are to be followed without deviation. No omissions or changes in the wording of these directions are permitted.

b. The purpose of the road test is to evaluate the driver's ability to drive safely in most on-the-road situations. It serves as the basis for issuing an operator's permit and provides instructional reinforcement and counseling. Driving weaknesses that surface as a result of the test must be called to the attention of the examinee so that specific steps can be taken to eliminate these weaknesses. Commands that operate primarily in tactical environments have the option to add off-road driving evaluations to the performance road test outlined in this appendix.

c. Final evaluations will be recorded on DA Form 348/GCSS-Army Operator Qualification Record. Once this transfer of information has been accomplished, the completed DA Form 6125 will be maintained in the operator's file.

d. The license examiner will be appointed by the commander in accordance with paragraph 4-1c. Furthermore, they will be familiar with the road test route and the testing procedures, as set forth in this regulation. Before administering the test to any examinees, the license examiner must practice administering the test to a regular licensed driver qualified on that type vehicle. This practice administration will help them become acquainted with the test route and testing procedures.

e. The Phase III (Training Validation/Performance Road Test) for wheeled vehicles consists of three scored phases: the preventive maintenance checks and services test, the vehicle control test, and the on-the-road driving test. The driver will be tested on these phases in the order listed and will not move on to the next phase until successfully testing on the previous phase. If the driver fails any phase of the test, the entire road test will be terminated at that point, and the license examiner will annotate the DA Form 6125 and conduct an after-action review with the driver. This procedure will help to ensure only safe and proficient drivers get behind the wheel of a vehicle to drive.

f. The Phase III (Training Validation/Performance Road Test) for tracked vehicles consists of three phases: the PMCS test, the road driving test in a controlled driving course, and operation in an off-road driving range. Operators must demonstrate satisfactory performance of safely operating the tracked vehicle in diverse conditions in order to successfully complete the Phase III validation.

G-2. Setting up the road test

For the road test, the driver drives a predetermined route. To set up the test, plan the route to be used. It may be necessary to develop different routes to accommodate the various types of vehicles or varied conditions desired. However, once a route is established (in a given locality) it should be used for all examinees that are to be tested in the same type of vehicle. Should it prove necessary to vary the route, care should be taken that the different kinds of route requirements, as well as the number of requirements, remain the same. Every road test route will meet the following requirements (to the extent possible):

a. A vehicle control test area that assesses the operator's confidence while maneuvering the vehicle in confined spaces with the following maneuvers:

(1) *Forward stop.* Pull the vehicle forward through a straight alley and then stop the vehicle so that the front bumper is within 2 feet of the forward stop line.

(2) *Straight line backing.* Back the vehicle through a straight alley and then stop the vehicle so that the front bumper is within 2 feet of the stop line.

(3) *Right turn.* Drive the vehicle forward approximately 30-50 feet, and then turn the vehicle right around a cone or other point. Bring the rear of the vehicle within 6-12 inches from the cone without touching it.

(4) *Alley dock.* Pull vehicle forward past the alley, keeping the alley entrance on the left. Back in a 45 degree curve into the alley without touching the sides, and stop rear of the vehicle within 2 feet of the stop line at the rear of the alley.

b. A vehicle performance road test route with the following maneuvers:

(1) *Eight left and eight right turns.* Include turns at traffic lights, stop signs, and uncontrolled intersections. The turns should range from easy to somewhat difficult for a heavy vehicle. Try to include a mixture of types of intersections so that they vary in complexity.

(2) *A straight section of urban business streets.* The section should be 1 to 2 miles long. It should contain through intersections, and intersections with traffic lights, and have moderate traffic density. Try to get a section where the

driver can make lane changes somewhere along the route. The section should be one that demonstrates how the driver copes with traffic in a typical business area.

(3) *Two through intersections, and two intersections where a stop has to be made.* If possible, these intersections should be included in the urban section.

(4) *Two railway crossings.* Try to get at least one uncontrolled crossing. The crossing should have enough sight distance to determine if the driver makes head search movements when approaching each crossing. The driver's attempt to look left and right down the track will often be the only way to tell if the driver noticed the crossing. If the test area does not have any railway crossings, simulate this exercise.

(5) *Two curves, one to the left and one to the right.* Try to get curves tight enough to produce noticeable off-tracking on a tractor-trailer.

(6) *A two lane rural or semi-rural road.* This section should be about 2 miles long. If there is no rural road near the motor pool, an industrial street with few entrances and a higher speed limit is a good substitute. An undeveloped suburban road is also a good substitute. In general, use any road that has characteristics similar to a rural road.

(7) *A section of expressway.* The section should start with a conventional ramp entrance and end with a conventional ramp exit. The section should be long enough for a heavy vehicle to make two lane changes during the section. A section of highway can be used if there is no expressway available.

(8) *A downgrade.* The grade should be steep and long enough to require gearing down and braking. A steep short hill is the next best choice if a long grade cannot be found. If the area does not have any steep grades, simulate this exercise.

(9) *An upgrade.* The grade should be steep enough and long enough to require gear changing to maintain speed. A steep short hill is the next best choice if a long grade cannot be found. Use the same grade for both the downgrade and the upgrade if it is hard to find steep grades in the area.

(10) *A downgrade for stopping.* This is a grade where a vehicle can safely stop (or pull off) and park for a minute or so. The grade only needs to be steep enough to cause a vehicle to roll forward or backward if the driver does not park properly. If the area does not have any steep grades, simulate this exercise.

(11) *An upgrade for stopping.* This is another grade where a vehicle can safely stop and park for a minute or so. If necessary, use the same grade as for the downgrade stop.

(12) *One underpass or low clearance, and one bridge.* The underpass should have a posted clearance height. The bridge should have a posted weight limit. If there are no underpasses or bridges with posted limits, use ones that do not have posted limits. If necessary, substitute a bridge for an underpass, or an underpass for a bridge. If there are no low clearances or bridges, look for places that have signs a heavy vehicle driver should see. Examples of such signs are: "No Commercial Vehicles after 11:00 PM," or "Bridge with 10 Ton Weight Limit in 5 Miles."

c. When designing a route, try to get all of the specified maneuvers into the route. If there is no ideal example for a maneuver, find the closest substitute. Do not drop a maneuver because there is no ideal example of it. The important thing is to have a route that tests the driver in as wide a variety of situations as possible.

d. There is no minimum length for a route and no minimum amount of time that a route must take. A route is acceptable whenever it has all of the specified maneuvers. It is also a good idea to have at least two routes available so that the alternate route is available if construction or traffic prevents using the original route.

G-3. Administration of the road test

a. Prevention of accidents.

(1) Road tests should normally not be given if road or weather conditions present a hazard such as ice, snow, rain, or blowing dust. The exception is when testing is specifically for driving under such conditions.

(2) Be prepared to take control of the vehicle at a moment's notice. Always watch traffic conditions and warn the examinee of dangers which they appear not to see. If the driver becomes involved in a dangerous or unlawful moving traffic incident or an accident, the test is to be terminated immediately and the license examiner will drive the vehicle back to the start point, once on-scene responsibilities are fulfilled.

b. Beginning the road test.

(1) Fill in the driver's name, and the license examiner's name, on the front of the DA Form 6125. DA Form 6125 is found on the Army publishing directorate (APD) website.

(2) Read the following instructions to the driver at the beginning of the test:

(a) "During the road test, I will give you directions as we go along."

(b) "I will always give directions for turns and so on as far in advance as possible."

(c) "There will be no trick directions to get you to do something illegal or unsafe."

(d) "Keep in mind that you are always in charge of the vehicle. Don't follow a direction if it turns out at the last minute to lead to an unsafe act."

(e) "As we go along, I will be making various marks on the test form. When you see this, it doesn't necessarily mean you have done anything wrong. It is best for you to concentrate on driving, and not worry about what I am doing."

(f) "Your scored test begins with before operations PMCS. If you are successful in that portion of the test, you will proceed to the vehicle control test, and finally to the on-the-road driving test."

(g) "Are there any questions?"

c. *The road test preventive maintenance checks and services.* The road test actually begins when the driver starts the before operations PMCS using DA Form 2404 (Equipment Inspection and Maintenance Worksheet) or DA Form 5988-E (Equipment Maintenance and Inspection Worksheet) to record vehicle deficiencies. If the examinee performs the PMCS to appropriate standards, the license examiner will annotate in the Notes section "Before operations PMCS satisfactory." If the examinee does not perform PMCS to the license examiner's satisfaction, the license examiner will stop the road test at that point and fail the examinee. In this situation, the license examiner will annotate "Before operations PMCS unsatisfactory" in the Notes section of the test form, list specific deficiencies if possible, and refer the driver back to their unit for further training. The license examiner will follow the same procedures for grading during and after operations PMCS.

d. *Successful completion of preventive maintenance checks and services.* If the driver successfully completes the before operations PMCS, they will proceed to the vehicle control test. It is important to ensure that the driver is proficient in basic vehicle control skills before taking him or her on the road with other traffic.

(1) Upon arrival at the vehicle control test site, give the driver an overview of all four exercises (forward stop, straight line backing, right turn, alley dock). Use a diagram of the site to show the driver what to do, and explain that you will give detailed instructions for each exercise as it comes up. When the driver is ready, they may get into the vehicle and proceed to the first exercise for instructions.

(2) The license examiner will evaluate the exercises from outside the vehicle, and observe the driver's ability to control the vehicle during each maneuver. If the driver demonstrates satisfactory vehicle control skills, the license examiner will indicate in the Notes section of the DA Form 6125, "Vehicle Control Test Satisfactory." If the driver is unable to satisfactorily negotiate the course, the license examiner will stop the road test and fail the driver at that point. The license examiner will indicate in the Notes section, "Vehicle Control Test Unsatisfactory," indicate specific weaknesses if possible, and refer the driver back to their unit for further training.

(3) If the driver satisfactorily completes the vehicle control test, they will proceed to the driving portion of the performance road test. When the driver is ready, get into the vehicle with the driver, and start giving directions for following the road test route. Give the directions in this form: At the (location), make (maneuver). For example—

(a) "At the next intersection, turn right."

(b) "At the stop sign, turn left."

(4) If necessary, give combined directions (for example, "Immediately after you complete your right turn, you will have to turn left into that road over there.")

(5) Avoid using commercial signs or buildings as landmarks for directions unless there is no alternative. Do not assume that the driver is familiar with the local landmarks and be sure to give clear guidance well in advance.

(6) Give directions well before the maneuver is to be performed. Always give a direction at a point where the driver can see where they will do the maneuver. However, give the directions close enough to the location so the driver can be sure of where to do the maneuver. For example, do not tell the driver to turn at the next intersection if there is another intersection before the one where you want the driver to turn.

(7) In addition to directions for getting the driver around the route, there are some directions to give for the expressway, urban street, and rural sections.

(a) At the beginning of the expressway section say, "We will be driving along this expressway for about (two or however many) miles. When it is safe to do so, make a lane change to the left. Then when it is safe to do so, make a lane change to the right."

(b) At the beginning of the urban street section, say, "We will be driving along this street for about (two or however many) miles. When it is safe to do so, make a lane change to the left. Then when it is safe to do so, make a lane change back to the right. When we get near the end of this section, I will tell you what to do next."

(c) At the beginning of the rural section, say, "We will be driving along this road for about (two or however many) miles. When we get near the end, I will tell you what to do next."

(8) In general, give all directions in a way that avoids distracting the driver. Also, avoid unnecessary conversation.

G-4. Scoring the road test

a. The scoring form for the road test, DA Form 6125, is a two sided single sheet which is located at the APD website. The main headings in the boxes give the names of the different maneuvers. For each maneuver there is a list

of driver behaviors to be scored. Beside each behavior, there is a block used for marking the driver for the behavior. In cases where a maneuver is done several times on the route, there is a column of blocks for each time the maneuver appears on the route.

b. To score a behavior, draw a stroke through the block whenever the driver's performance is unsatisfactory. Make no mark if the driver performs the behavior correctly. For each maneuver, there is a No Errors category at the bottom of the list of behaviors. There is a space beside "No Errors" to enter a checkmark if the driver is satisfactory on all behaviors. These checkmarks will show that you scored the driver even if the driver made no errors.

c. The only other marking that needs to be done on the test is to indicate maneuvers that were not done. A maneuver may have been missed for some reason; or because there was no opportunity for it on the route. To show that a maneuver was not performed, draw a vertical line down through the entire column of blocks used for marking that maneuver.

d. When scoring the maneuver, follow these steps:

- (1) Find the maneuver on the score sheet so you will be ready to mark it.
- (2) Check the driver and the traffic. When the driver can pay attention, give the directions for the next maneuver.
- (3) Watch the driver perform the maneuver.
- (4) Mark the score sheet.

e. It is important to mark the driver's score sheet immediately after each maneuver. Do not try to remember what the driver does, and mark the sheet later on in the route, or back at the office.

f. The following paragraphs describe how to mark the score sheet for each type of maneuver.

(1) *Stop or start on a grade.* There are two columns of blocks to mark. One column is for the upgrade stop and one column is for the downgrade stop. The columns are labeled Up and Down. The behaviors are organized in three groups: approach, stop, and resume. Normally score each group separately as the driver does them. Score the approach as soon as the driver comes to a stop. Then check the stop behaviors, and score them before telling the driver to continue. After the driver pulls away, score the rest of the behaviors.

(2) *Expressway.* Score the expressway section in three phases: merge on, lane changes, and exit. Mark each phase as the driver completes it. There are two columns of blocks for the lane changes. Mark the one labeled Left for the lane change to the left. Mark the one labeled Right for the lane change to the right.

(3) *Driving upgrade and driving downgrade.* Driving up a grade and driving down a grade are scored separately. Observe how the driver handles the grade, and score the behaviors listed. It is especially important that the driver use the proper gear and appropriate signals and speed on grades because these can affect other traffic.

(4) *General driving behavior.* General behaviors such as gear changing, should be marked at the end of the test. Specific actions such as traffic violations can be marked when they happen. There is also space to write notes. Use this space to make notes of things that do not fit into any scoring categories, or to record any unusual events during the test. Also, remember to draw a vertical line through behaviors which are not graded, such as use of clutch when grading on a vehicle with automatic transmission.

(5) *Turns.* There are eight columns of blocks on the left of the box; eight columns of blocks on the right (see DA Form 6125). The columns on the left are for left turns. The ones on the right are for right turns. The columns are numbered according to the order in which the turns occur on the route. Column 1 of the left turn columns is for the first left turn on the route. Column 2 is for the second turn, and so on. The first few times a route is used, it is a good idea to write the names of the locations of the turns at the tops of the columns. This will help you to keep track of the turns until you have the route completely memorized.

(a) Mark a turn in four steps: approach, if vehicle stops, turning, and completes turn. The If Vehicle Stops section is marked only if the driver has to make a legal stop before starting the turn. This would be at a traffic light, a stop sign, or yield sign. Do not mark this section if the driver stops for some other reason, such as being blocked by other vehicles part way around the turn.

(b) It is important to observe whether the driver is aware of their vehicle position throughout the turn, especially for tractor/trailers, because it can affect other traffic. If there is more than one left turn lane, the driver should start their turn from the right most turn lane.

(6) *Railway crossing.* This section has three columns for scoring. The columns labeled 1 and 2 are for actual railway crossings on the route. Column 3 is for the simulated crossing. Vehicles hauling passengers or hazardous cargo are required by law to stop between 15 and 50 feet from the nearest rail and take whatever actions are necessary to look and listen for trains (for example, open window, and open door).

(7) *Bridge or underpass.* There is one space for marking a bridge, and one for marking an underpass.

(8) *Curves.* There are two columns for scoring curves. The column labeled Left is for a curve that turns to the left. The column labeled Right is for a curve that turns to the right. Drivers should reduce to a safe speed before entering the curve, and then maintain that speed during the curve.

(9) *Urban and rural straight sections.* This section has two columns. Use the column labeled Urban for the urban section. Use the column labeled Rural for the rural section. In most cases, mark the driver when they get to the end of the section. However, if the driver makes an error while driving along the section, such as driving in the wrong lane, mark the error immediately. The driver should drive in the right lane if it is clear or the center lane if the right lane is blocked, or has a large volume of merging traffic.

(10) *Lane changes.* The column labeled Left is for a lane change to the left. The column labeled Right is for a lane change to the right. The lane changes are part of the urban section. Mark each lane change as soon as the driver makes it.

(11) *Intersections.* There are six columns for marking the driver on intersections. Columns 1 and 2 under Stopping are for intersections where the driver has to make a legal stop; for example, at a traffic light or a stop sign. Columns 1 through 4 under Driving Through are for marking intersections that the driver goes straight through. There are two phases to marking a stop intersection: stopping and driving through. For a stop intersection, driving through items cover the time when the driver starts off from the stop until the driver resumes normal traffic speed. For a driving through intersection, mark only columns 1 through 4 under Driving Through.

Note: Usually the urban straight section has more than enough intersections to score. Start scoring the intersections as soon as the driver begins driving along the section. Score stop and through intersections in whatever order they come up in as riding along. It does not matter if an intersection with traffic lights is sometimes scored as a stop intersection, and sometimes scored as a through intersection.

(12) *Search, direction, and speed.* Most of the grading blocks discussed have areas for grading search, direction, and speed in addition to the other behaviors listed. These are general categories which the license examiner should be monitoring through each exercise.

(a) *Search.* At all times during the road test, the driver must be constantly checking the front, sides, and rear of their vehicle for traffic, pedestrians, obstructions, emergencies, and so on. During each maneuver, the license examiner must observe whether the driver is checking around them, and yields right-of-way to other road users when appropriate.

(b) *Direction.* The driver must be aware of the position of their vehicle at all times. During each maneuver, the license examiner must observe vehicle position in lane, whether the vehicle is in the correct lane, and whether the driver maintains the appropriate distance from traffic, stop lines, and so on.

(c) *Speed.* The driver must be aware not only of their speed in comparison with the speed limit, but how it affects other traffic. During each maneuver, the license examiner must watch to see that the driver maintains posted speed limits, accelerates and decelerates smoothly, uses the proper gear for their speed, blends in with the traffic flow, and that they do not lug or race the engine, coast the vehicle, change gears or brake on tracks or in the middle of intersections, stall the engine, and so on.

(13) *Driver errors at non-marking locations.* Since scoring is done at predetermined locations, there will be occasions when the driver makes an error at some place other than one of these locations. Score the error in the General Driving Behavior section of the form if it is something that fits in that section. Otherwise ignore the error. If the route has a lot of places where you cannot score the driver, you probably have an inefficient route. If the driver makes errors in places where you don't score, they will likely make errors in places where you do score. Do not decide where to score a driver based on when the driver makes an error. Stick to scoring at the predetermined locations.

G-5. Computing the driver's score

a. *Road test score sheet.* At the end of the test, make sure all driver and license examiner information is completed. Check that everything is marked clearly and correctly. Be sure to cross out maneuvers that were not done on the test. Review the scored maneuvers for repeated errors and score errors in the general driving behavior. Carefully add the number of marked blocks and write the total in the SCORE space on the front of the form. A passing score is 25 errors or less. The driver fails the road test if they have 26 or more errors (errors accumulated on the Vehicle Control Test do not count toward the score on the driving portion of the Road Test). If the score is close to a failing score, double check to be sure the addition is correct.

b. *Automatic failures.* Annotate reason for automatic failure in the Notes section, "Examinee exhibited undue nervousness." Each reason should be fully explained.

- (1) Any unsafe driving act.
- (2) Failure to properly perform PMCS.
- (3) Not knowing location and function of gauges and controls.
- (4) Unsatisfactory performance on Vehicle Control Test.
- (5) Undue nervousness.

- (6) Failure to achieve minimum passing score.
- (7) If the individual scores 24 errors or less, but the license examiner feels that the individual needs additional training, the license examiner has the right not to issue a license.
 - c. *After-action report.* Whether the driver passes or fails, the license examiner will review the results of the road test with them, and bring to the driver's attention any weaknesses which require further practice or training. If the driver failed, explain what caused the failure. Advise the driver that an Army Standard OF 346/DA Form 5984–E cannot be issued and they will have to retake the entire performance test at a later date. Pass or fail, the results must be recorded on the DA Form 6125.

Appendix H

Emergency Vehicle Driver Training Course

H-1. Trainee prerequisites

- a.* Possession of a valid state driver's license in accordance with paragraphs 2-2 and 2-3.
- b.* Possession of an OF 346 or DA Form 5984-E for the class of vehicle to be driven (for example, sedan, van, or truck for the emergency service).

H-2. Program of instruction

- a.* Unit A-Introduction, organization of course, and material review.
- b.* Unit B-State, local, HN, and post traffic regulations and laws.
- c.* Unit C-Selection of routes and building identification.
- d.* Unit D-Use of radios and communications procedures.
- e.* Unit E-Emergency vehicle driving.
 - (1) Lights and sirens.
 - (2) Parking and backing.
 - (3) Negotiating traffic.
 - (4) Intersections.
 - (5) Turns.
 - (6) Following distance.
 - (7) Road conditions.
 - (8) Yield right of way.
 - (9) Negotiating curves.
- f.* Unit F-Handling unusual situations.
 - (1) Adverse weather.
 - (2) Collisions.
 - (3) Skids.
 - (4) Vehicle malfunctions.
 - (5) Placement of warning devices.
- g.* Unit G-Specialized instruction.
 - (1) Section I-Ambulances.
 - (a)* Responsibilities.
 - (b)* Route planning.
 - (c)* Inspection and maintenance of medical supplies and life support equipment authorized for the type of ambulance the individual is being tested.
 - (d)* Driving to the scene.
 - (e)* At the scene.
 - (f)* Directing traffic.
 - (g)* Driving with a patient aboard.
 - (2) Section II-Police vehicles.
 - (a)* Responsibilities.
 - (b)* Emergency communications.
 - (c)* Pursuit driving.
 - (d)* Making a traffic stop.
 - (e)* Emergency escort of another vehicle.
 - (f)* Directing traffic.
 - (3) Section III-Fire apparatus.
 - (a)* Responsibilities.
 - (b)* Inspection and maintenance of specialized equipment.
 - (c)* Vehicle characteristics.
 - (d)* Selecting routes.
 - (e)* Operating systems.
 - (f)* Special considerations.
 - (4) Vehicle dynamics.
 - (5) Size and weight.

- (6) Speed.
- (7) Basic control tasks.
 - (a) Steering.
 - (b) Braking.
 - (c) Shifting.
 - (d) Backing.
 - (e) Parking.
 - (f) Intersections.
- h. Unit H—Introduction to driving course and safety briefing.
- i. Unit I—Driving course.
- j. Unit J—Operator’s performance evaluation.

Appendix I

Mandatory Academic and Driving Tasks for Night Vision Devices

I-1. Night vision device academics

As a minimum, NVD academics will cover the following topics:

- a. An introduction to NVDs (specify type or model).
- b. Awareness of the device's diminished effectiveness in rain, fog, snow, or smoke, and the debilitating effects of any bright light (such as vehicle headlights or flares).
- c. Depth perception, visual acuity, and field of vision.
- d. Illumination requirements.
- e. Speed limitations.
- f. Night vision scanning techniques.
- g. Emergency procedures while driving with NVDs.
- h. Driver or assistant driver responsibilities; crew coordination.
- i. Self-imposed stresses (for example, smoking, alcohol, or driver or crew fatigue).
- j. Care and security of the NVD. TC 21-305-20, TC 21-306, TC 21-305-2, and TM 11-5855-311-12&P-2 may be used to supplement NVD qualification and refresher training.

I-2. Night vision device task list

The following tasks will be performed in the sequence shown and under the supervision of a qualified NVD license instructor:

- a. *Phase I task.* Drive vehicle without the device over a known driving course during daylight conditions; become comfortable with the actual road and terrain.
- b. *Phase II task.* Using headlights, drive vehicle without the NVD over the same driving course at night.
- c. *Phase III tasks.*
 - (1) Perform preoperational NVD system checks.
 - (2) Check for proper wear and fitting.
 - (3) Focus the device.
 - (4) Perform vehicle PMCS while wearing the NVD.
 - (5) Refocus the NVD immediately prior to Phase IV.
- d. *Phase IV tasks.*
 - (1) With all external and internal lights off, drive vehicle over the same driving course while wearing the NVD. Pay particular attention to the distance between the vehicle and familiar objects in front.
 - (2) Identify road signs.
 - (3) Detect route markers, if any.
 - (4) Identify and negotiate ditches or other rough road conditions.
 - (5) Judge distances to road junctions.
 - (6) Identify the edge of the road.
 - (7) Distinguish shadows from other features (for example water puddles).
- e. *Phase V tasks.*
 - (1) Perform post-operation vehicle PMCS while wearing the NVD.
 - (2) Perform post-operation NVD system checks.
 - (3) Conduct after-action report.

Appendix J

Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing) Command Requirements Checklist

J-1. Function

This chapter establishes command and managerial procedures to meet and validate units at the brigade and below are adhering to Army driver/operator licensing policies.

J-2. Purpose

The purpose of this checklist is to assist senior commands with the annual validation of subordinate organizations' selection, training, testing, and license issuance for Army drivers. Ensuring that proper licensing steps are followed is a commander's responsibility. This appendix is a tool to evaluate driver and operator licensing programs by placing an emphasis on identifying those areas requiring attention by commanders and the resolution of systemic problems. The overriding principle of certifying that Army drivers are properly trained and licensed falls under the goal of unit readiness. Table J-1 lists requirements for organizations that select, train, test, and license vehicle and equipment operators.

Table J-1
Requirements for selecting, training, testing, and licensing vehicle and equipment operators

Regulatory Requirements	References	Frequency/Standard
1. Is there a current signed SOP from the commander that covers guidance and all aspects of the unit driver's training program?	DA Pam 750-3, para 2-3	Upon assumption of command/Inspected annually
2. Does the driver's training SOP include the commander's guidance for interviewing and selecting potential equipment and vehicle operators?	AR 600-55, para 1-4g	Upon assumption of command/Inspected annually
3. Does the driver's training SOP outline initial operator, equipment training, training validation/performance road test, sustainment, and remedial training for equipment and vehicle operators?	AR 600-55, paras 4-1 through 4-7	Upon assumption of command/Inspected annually
4. Is the master driver (brigade and battalion levels) certified and appointed in writing?	AR 600-55, paras 1-4g(2)(c), 1-4g(3)(b); 4-1b(2)	Upon new appointment; posted in unit area/Inspected annually
5. Are license instructors trained and appointed in writing?	AR 600-55, paras 1-4g(4)(b); 4-1c(1)	Upon new appointment; appointment maintained by unit and master driver
6. Are license examiners trained and appointed in writing?	AR 600-55, paras 1-4g(4)(b); 4-1d(1)	Upon new appointment; appointment maintained by unit and master driver
7. Are qualified night vision device license instructors designated in writing by the commander as certified NVD license instructors?	AR 600-55, para 8-4	Upon new appointment; appointment maintained by unit and master driver
8. Do the master driver, license instructors, and license examiners have access roles to record and certify training in GCSS-Army?	AR 600-55, para 1-4g(4)(c)	Upon new appointment/Inspected annually
9. Are all license instructors and license examiners trained, licensed, technically knowledgeable and experienced in the equipment being used to train students?	AR 600-55, para 4-2b; and appendix F	Upon new appointment/Inspected annually

Table J-1**Requirements for selecting, training, testing, and licensing vehicle and equipment operators—Continued**

10. Are all files maintained and labeled according to Army Records Information Management System (ARIMS)?	AR 25-400-2, chap 5; chap 6; AR 600-55, and appendix L	Inspected annually
11. Does the commander or authorized representative screen the individual's performance record, DA Form 348/GCSS-Army Operator Qualification Record, and medical profiles?	AR 600-55, para 3-1	During driver selection process/Inspected annually
12. Does the commander or authorized representative conduct interviews of prospective drivers and equipment operators?	AR 600-55, para 3-2	During driver selection process/Inspected annually
13. Are physical evaluations conducted in accordance with AR 40-501 or 49 CFR 391.41 through 49 CFR 391.49 (for DA Civilians) and limitations or medical restrictions annotated on the operator's DA Form 348/GCSS-Army Operator Qualification Record and OF 346/DA Form 5984-E?	AR 600-55, para 3-3; and appendix D	During driver selection process/Inspected annually
14. Has each DA Form 348/GCSS-Army Operator Qualification Record and OF 346/DA Form 5984-E been reviewed and updated annually to determine if the operator is eligible for safety awards, expiration of permits, accidents, and moving traffic violations, remedial, required, or refresher training, re-examination, or license suspension?	AR 600-55, para 4-2 <i>b</i> (6)	Inspected annually
15. Are personnel folders established and controlled to validate training and documentation? (Commander interview, physical evaluation measures, road & written test results, and state driver's license information, sustainment training.)	AR 600-55, appendix L	Inspected annually
16. Is the master driver maintaining a ledger or automated equivalent of all permits issued?	AR 600-55, para 6-1 <i>b</i>	Inspected annually
17. Has a POI to train potential drivers and operators been established (brigade and battalion)?	AR 600-55, appendix E	Upon assumption of command/Inspected annually
18. Has a driver's performance road test course been designated to properly train and test personnel in various techniques and levels of difficulty?	AR 600-55, appendix G	Inspected annually
19. Are first line supervisors or qualified personnel conducting annual check rides?	AR 600-55, paras 1-4 <i>g</i> (5)(d); 4-5 <i>b</i>	Inspected annually
20. Are learner permits only issued to prospective operators after they have met the equipment orientation, safety and vehicle characteristic training and testing?	AR 600-55, para 6-3 <i>a</i>	Inspected annually
21. Do licenses expire on the same day the operator's state licenses expire or no more than 5 years from date of issue?	AR 600-55, para 6-2 <i>b</i>	Inspected annually
22. Is DA Form 5984-E or OF 346 stamped or marked legibly on the front with the words	AR 600-55, para 6-1 <i>d</i>	Inspected annually

Table J-1**Requirements for selecting, training, testing, and licensing vehicle and equipment operators—Continued**

ARMY STANDARD, ARMY LEARNER, ARMY LIMITED or ARMY INCIDENTAL? GCSS-Army produced DA Form 5984-E operator permits do not require an additional stamp over the title.		
23. Are Soldiers without civilian drivers licenses annotated with ARMY LIMITED and are only authorized to operate equipment on the post or installation?	AR 600-55, paras 2-2 <i>b</i> ; 6-3 <i>c</i>	Inspected annually
24. Is annual sustainment training conducted and annotated on DA Form 348/GCSS-Army Operator Qualification Record to maintain a high level of skill proficiency and to prevent poor driving habits?	AR 600-55, para 4-5	Inspected annually
25. Are operators who haven't participated in an NVG mission within six months (12 months for USAR and ARNG) scheduled for refresher training?	AR 600-55, para 8-6	Inspected annually
26. Has the unit established a training and education program for mechanical and ground support equipment?	AR 600-55, para 7-1	Inspected annually
27. Is there a remedial training program for drivers or operators who have misused equipment, demonstrated a need for additional training, had a driver at-fault accident or traffic violations and the remedial training annotated on DA Form 348/GCSS-Army Operator Qualification Record?	AR 600-55, para 4-7	Inspected annually
28. Is all training and testing for vehicles or equipment documented on a DA Form 348/GCSS-Army Operator Qualification Record prior to issuing an OF 346/DA Form 5984-E?	AR 600-55, para 4-2 <i>b</i>	Inspected annually
29. NVD Driving Qualification Program. Is there an NVDs driver qualification program and is the training documented on DA Form 348/GCSS-Army Operator Qualification Record?	AR 600-55, paras 8-1; 8-4 <i>d</i>	Inspected annually
30. Mechanical or Ground Support Equipment. Are operators trained, certified, and licensed to operate equipment listed in AR 600-55, para 7-1 items a-o, with items annotated on DA Form 348/GCSS-Army Operator Qualification Record and OF 346/DA Form 5984-E?	AR 600-55, paras 7-1; 7-2	Inspected annually

Appendix K

The Army Driver and Operator Standardization Program Doctrinal Framework

K-1. Definition

The framework for licensing consists of the policy outlined in this regulation, and in AR 385-10. Command responsibilities, operator selection, program management, testing, and licensing processes are prescribed within this publication. In addition to this regulation, the Army has TCs, TSPs, and equipment TMs to support commands with implementation of the Army Driver and Operator Standardization Program. Details of the various tools available are listed.

K-2. Training circulars

a. *TC 21-305-20.* The manual for the wheeled vehicle operators is the primary document for operator licensing. TC 21-305-20 contains required minimum training content for Unit C through L of the POI found in appendix E. Additional content is available in this training circular to assist with mounted land navigation, winter driving, night vision training, operation of a vehicle on a flight line, operation in a chemical, biological, radiological, and nuclear environment, international road signs, rollover prevention, and gun truck functions. This content is intended to augment required training as it applies to specific environments and situations. Organizations are encouraged to implement these additional training scenarios as required for unique mission requirements, to increase operator proficiency, and during annual sustainment training.

b. *TC 21-306.* The tracked combat vehicle driver training circular provides generic guidance that applies to all tracked vehicles, and also provides guidance on how to obtain and use TSPs developed by the Army proponent for each tracked vehicle.

c. *TC 7-31.* This TC provides standardized driver training and testing recommendations for mine resistant ambush protected (MRAP) family of vehicles (FOV) operators. TC 7-31 familiarizes the novice and apprentice driver with operation of the MRAP. TC 7-31 provides guidance needed for crew coordination, focusing on the correlating responsibilities of the driver, gunner, and vehicle commander for safe operation of the MRAP FOV.

d. *Training circulars.* TCs for each family of wheeled vehicles can be found on the APD website. An FOV is defined as a like grouping of vehicles that share similar design and functions. TCs assist license instructors with providing trainees on fundamentals of the operation that apply to all vehicles within the FOV. An example of this methodology is that the M1097 Utility Truck-Heavy Variant would fall into the same FOV as the M1151 Utility Truck: Expanded Capacity-Armament Carrier. However, each vehicle within the family has its own unique capabilities that trainees must become proficient at prior to issuing a license. These model unique capabilities are described in each vehicle specific operator TM (see para K-4 for TM description). Specific families of wheeled vehicles are defined as follows:

(1) *TC 21-305-1.* Heavy Expanded Mobility Tactical Truck (HEMTT)-Includes Palletized Load System (PLS), and Load Handling System (LHS).

(2) *TC 21-305-4 443.* 5-ton Tactical Cargo Truck.

(3) *TC 21-305-4.* High Mobility Multipurpose Wheeled Vehicle (HMMWV) family of vehicles.

(4) *TC 21-305-5.* Training Program for Equipment Transporters (C-HET, MET, AND LET).

(5) *TC 21-305-6.* Tractor and Semitrailer (M915, M916, M920, and M1088) family of vehicles.

(6) *TC 21-305-9.* Training Program for the Heavy Equipment Transporter System.

(7) *TC 21-305-11.* Family of Medium Tactical Vehicles (FMTV).

e. *TC 21-305-2.* This training circular provides standardized training and testing recommendations NVD driving operations. This publication should always be used in conjunction with AR 385-10, this publication, and the applicable NVG TM in order to ensure a complete and comprehensive driver training program for this. It outlines a standardized method of safely training licensed wheeled vehicle operators to drive while wearing NVGs.

f. *TC 3-21.60.* This TC provides instruction on methods for hand signals used while ground guiding vehicles and will be used in concert with TC 21-305-20 and TC 21-306 to train operators on proper hand signals.

K-3. Training support packages

TSPs are a complete, exportable package for integrating training products, materials, and information necessary to train one or more critical tasks. The TSPs referenced in this publication prescribe model training programs for units with tracked vehicles.

a. *TSP 051-12B-U03.* Wolverine Heavy Assault Bridge.

b. *TSP 061-266-B0001.* Field Artillery Ammunition Support Vehicle (FAASV).

c. *TSP 061-266-B0002.* M109 Paladin.

- d. TSP 061–310–M0001. Multiple Launch Rocket System (MLRS).*
- e. TSP 071–U–M113. M113 Family of Vehicles.*
- f. TSP 071–W–BFVS. Bradley Fighting Vehicle.*
- g. TSP 091–M88–1001. M88A1/A2 Recovery Vehicle.*
- h. TSP 171–A–1136. M1 Abrams Main Battle Tank.*

K–4. Technical manuals

a. Although the TCs and TSPs offer general guidelines for training operators on the basics of equipment operation, the operator's TM (-10) should be the primary source for all hands-on equipment training. Operator TMs provide general information, equipment description, theory of operation, operating instructions, location and description of major components, troubleshooting procedures, PMCS, maintenance instructions to include lubrication points, and Components of End Item and Basic Issue Items lists. Each vehicle model or piece of equipment has unique capabilities contained within the operator's TM that operators must use for instruction.

b. There are occasions when a vehicle or equipment is newly fielded or low density and TRADOC has not produced a TC or TSP. These instances require commands to develop internal training programs to standardize training within their units. Internal training programs should be constructed using operation instructions contained within the operator TM and NET resources when available.

c. Phase II: Equipment Training (Unit M-Introduction to specific vehicle or equipment) will be instructed using the operator's TM. This unit is intended to instruct the trainee on how to comprehend the operator's TM, familiarize them with the vehicle or equipment, and instruct them on all items listed in paragraph K–3.

d. Once the trainee has received familiarization training, the license examiner will administer the written examination (Unit-N). The primary sources for examinations are the TCs and TSPs. Commands must develop internal examinations for vehicles or pieces of equipment that do not have a TC or TSP. The examination questions must be compiled using information from the operator TM. The intent for Phase II examinations is to ensure the trainee is familiar with the vehicle or equipment and that they are competent at using the operator TM prior to moving into the hands-on training portion.

Appendix L

The Army Driver and Operator's Training Packet Requirements

L-1. Operator's training packet

Each operator of Army equipment is required to have a personnel training folder that contains copies of training records and certifications received within current organization. All records must be stored in accordance with AR 25-400-2. The following list contains all required documents:

- a.* Completed commander's interview from current organization.
- b.* Photocopy of civilian driver's license.
- c.* Copy of the Army driver's manual DA Form 348.
- d.* DA Form 348-1, when required.
- e.* Original copies of examination score sheets offered at current organization.
- f.* DA Form 6125 (for all wheeled vehicle qualifications obtained in current organization, annual check rides, and refresher training).
- g.* Memorandum for record to record satisfactory performance of training validation/performance road test on track vehicles, mechanical, and ground support equipment (for all qualifications obtained in current organization, annual check rides, and refresher training).
- h.* NVD training certificate/memorandum for record.
- i.* Any other documents the local command deems necessary to record completion of training and operator proficiency.

L-2. Operator's DA Form 348

Operators are required to maintain the original DA Form 348 with them when they transfer to a new organization. Additionally, operators are encouraged to bring operator's training packet during change of duty station in order to provide validation for certifications on the DA Form 348. However, this is not a requirement and operators should not be penalized for lost or missing training packets from previous organization provided they possess their DA Form 348. Gaining organizations are required to institute a new operator training packet and to validate operator proficiency by complying with the provisions outlined in paragraphs 4-2, 4-3, and 4-6 upon reception of an incoming operator.

Appendix M

Internal Control Evaluation

M-1. Function

The function of this evaluation is for conducting the motor vehicle driver program under the contemporary operational environment.

M-2. Purpose

The purpose of this evaluation checklist is to assist the proponent Deputy Chief of Staff, G-3/5/7 in evaluating ACOMs, ASCCs, and DRUs in the selection, training, testing, and license issuance for Army Servicemembers, DA Civilians, and contractors.

M-3. Instructions

Answers must be based upon the actual testing for licensing procedures to support driver's qualifications and training (for example, physical evaluation measures, examinations, direct observation, interviewing, and license issuance). Answers that indicate deficiencies must be explained and the corrective action indicated in the supporting documentation. These internal controls must be evaluated at least once every 5 years and then certified on DA Form 11-2 (Internal Control Evaluation Certification).

M-4. Test questions

- a.* Did ACOMs, ASCCs, and DRUs develop operator procedures, including emergency procedures, for vehicles and equipment?
- b.* Did ACOMs, ASCCs, and DRUs ensure Soldiers, DA Civilian and DOD contractors are trained in operator PMCS, safe driving practices, and are licensed according to this regulation?
- c.* Did ACOMs, ASCCs, and DRUs ensure driver candidates meet state or host nation driver licensing requirements?

M-5. Supersession

This evaluation replaces the evaluation for the execution of The Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing) previously published in AR 600-55, dated 1 May 2017.

M-6. Comments

Help make this a better tool for evaluating management controls. Submit comments to the Deputy Chief of Staff, G-3/5/7 (DAMO-TRI), 450 Army Pentagon, Washington, DC 20310-0500.

Glossary

Section I

Abbreviations

ACOM

Army command

AMV

Army motor vehicle

APD

Army Publishing Directorate

AR

Army Regulation

ARIMS

Army Records Information Management System

ARNG

Army National Guard

ASCC

Army service component command

ATV

all-terrain vehicle

AWVFCS

Army Wheeled Vehicle Fleet Classification System

CAC

Common Access Card

CDL

commercial drivers' license

CFR

Code of Federal Regulation

CNGB

Chief, National Guard Bureau

COTS

commercial off the shelf

DA

Department of the Army

DCS

Deputy Chief of Staff

DOD

Department of Defense

DOT

Department of Transportation

DRU

direct reporting unit

EIC

end item code

FOV

family of vehicles

GCSS–Army

Global Combat Support System-Army

GFC

geographic and functional command

GS

general service

GVWR

gross vehicle weight rating

HAZMAT

hazardous materials

HMMWV

high mobility multipurpose wheeled vehicle

HN

host-nation

IET

initial entry training

MEDPROS

Medical Protection System

MOS

military occupational specialty

MRAP

mine resistant ambush protected

NCO

noncommissioned officer

NET

new equipment training

NVD

night vision device

NVG

night vision goggle

OF

optional form

OPM

Office of Personnel Management

PCS

permanent change of station

PLS

palletized load system

PMCS

preventive maintenance checks and services

POI

program of instruction

RA

Regular Army

RD

readiness division

ROHVA

Recreational Off-Highway Vehicle Association

RRS–A

Records Retention Schedule-Army

SDDC

Surface Deployment and Distribution Command

SFC

sergeant first class

SOFA

status of forces agreement

SOP

standard operating procedure

SPC

specialist

SSG

staff sergeant

SVIA

Specialty Vehicle Institute of America

TB

technical bulletin

TC

training circular

TM

technical manual

TRADOC

U.S. Army Training and Doctrine Command

TSP

training support package

USAR

U.S. Army Reserve

USATSCH

United States Army Transportation School

Section II**Terms****Army driver**

All personnel who operate government-owned or government-leased equipment including Army Servicemembers, DA Civilian drivers, and DoD contractors.

Army motor vehicle

Any vehicle that is owned, leased, or rented by the RA and/or Reserve Component.

Army Servicemember

RA, ARNG, and USAR personnel.

Combat vehicles

Land or amphibious vehicles, with or without armor or armament, designed for specific functions in combat or battle. They are designed to be highly mobile in off-road operations. Some typical combat vehicles are tanks, self-propelled artillery, missile launchers, and armored cars.

Commerce

Any trade, traffic, or transportation within the jurisdiction of the United States between a place in a state and a place outside of such state, including a place outside of the United States.

Department of the Army Civilian drivers

Applies to all Department of the Army Civilian employees, non-appropriated fund employees, Youth/Student Assistant Program employees, and foreign nationals directly and indirectly employed by Department of the Army who operate government-owned or government-leased equipment.

Emergency vehicles

Police vehicles (see police patrol vehicles), ambulances, fire trucks, and crash-rescue vehicles.

Master driver

Skilled NCOs or DA Civilians whose character and outstanding performance have exemplified them as a true professional and a master in the area of wheeled or combat vehicle operations, and as a training program manager. This subject matter expert is the command driver's training manager, designated in writing, to plan, manage, and execute an effective driver/operator training program at the organization or higher level.

Motor vehicle

An item of equipment, mounted on wheels, which is designed for highway or land operations or both, and which derives power from a self-contained power unit, or is designed to be towed by and used together with such self-propelled equipment.

Motor Vehicle Driver Program

Outlines the command responsibilities for establishing and conducting driver training programs at installations across the Army.

Non-tactical vehicle

A motor vehicle or trailer of commercial design (to include motorcycles, mopeds, and all-terrain vehicles) acquired for administrative, direct mission, or operational support of military functions.

Physical evaluation measures

A series of physical tests using a standard driver testing and training device.

Police vehicles

Those vehicles used to perform day-to-day military police patrol duties.

Senior occupant

The senior ranking individual present or in the case of a combat vehicle, the vehicle commander; responsible for the overall safety of the occupants.

Tactical vehicle

A motor vehicle of military design (to include all-terrain vehicles, mopeds, and motorcycles) used to provide transportation in direct support of combat and tactical operations or the training of troops for such operations.

Unusual conditions

Conditions that are defined within the applicable operator's technical manual that apply to unusual operation of a piece of equipment. Unusual conditions are defined as unusual terrain, dusty and sandy environments, mud operations, extreme rain, winter driving or cold weather driving. Operator technical manuals offer detailed work packages to specify operation in unusual conditions.

Usual conditions

Conditions that are defined within the applicable operator's technical manual that apply to normal operation of a piece of equipment. Operator technical manuals offer detailed work packages to specify operation in usual conditions.

UNCLASSIFIED

PIN 004335-000