

**JOINT BASE SAN ANTONIO**

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**Instruction 36-3310**

**PRIIVATLY OWNED VEHICLE REGISTRATION AND OPERATION**

**Effective Date:** 1 September 2024

**Certified by:** Col Marcus J. Webb, 502 SFS/CC

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**1. PURPOSE**

This instruction establishes procedures for registration and operation of privately owned vehicles (POV) on Joint Base San Antonio installations. It supplements AFI 31-218, Motor Vehicle Traffic Supervision.

**2. REGISTRATION REQUIREMENTS**

- 2.1. All POVs regularly operated on JBSA installations must be registered with the Visitor Control Center within 30 days of assignment. Registration requires a valid state registration, proof of insurance meeting Texas minimum requirements, and a valid driver's license.
- 2.2. Vehicle registration is valid for one year and must be renewed annually. Expired registrations may result in denial of installation access.
- 2.3. Motorcycles and scooters must also be registered and operators must complete an approved Motorcycle Safety Foundation (MSF) course prior to operating on the installation.

**3. TRAFFIC REGULATIONS**

- 3.1. The installation speed limit is 30 mph unless otherwise posted. School zones are 15 mph during posted hours. Flight line access roads are 10 mph.
- 3.2. Seatbelts are mandatory for all vehicle occupants at all times while on the installation.
- 3.3. Use of cellular phones while driving is prohibited unless using a hands-free device. This includes texting, web browsing, and any other handheld device use.

**4. PARKING**

- 4.1. Vehicles must be parked in designated parking areas only. Handicapped spaces require a valid placard or license plate. Reserved spaces are enforced 24/7.
- 4.2. Vehicles parked in violation may be ticketed and towed at the owner's expense. Three or more parking violations within a 12-month period may result in revocation of installation driving privileges.

**5. DUI/DWI POLICY**

Operating a vehicle on the installation under the influence of alcohol or drugs will result in immediate revocation of installation driving privileges for a minimum of one year. All DUI/DWI incidents are reported to the member's commander.

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**MARCUS J. WEBB, Col, USAF**

Colonel, USAF

Commander, 502d Security Forces Squadron

Date: 1 September 2024