



DEPARTMENT OF THE ARMY
UNITED STATES MILITARY ACADEMY
WEST POINT, NY 10996

MACC-O

21 September 2016

MEMORANDUM FOR United States Corps of Cadets, West Point, NY 10996-1692

SUBJECT: Policy Letter #6: General Vehicle Authorizations

1. Purpose. The purpose of this memorandum is to provide specific guidance on Vehicle Authorizations, Registration, and Use for the Corps of Cadets. This policy is punitive. Violations of the standards set herein are punishable under the Uniform Code of Military Justice, Article 92, *Failure to Obey Order or Regulation*, and under the Cadet Disciplinary System under the provisions of Army Regulation 210-26, *United States Military Academy*, Chapter 6-17.

2. General. Cadet Officers (and Cadet Sergeants following Spring Break) are authorized to maintain and drive privately owned vehicles (POV) on the West Point Military Reservation. Cadets who are not eligible to maintain a vehicle will not have another person register or maintain a vehicle for them. Joint tenancy (ownership) is not allowed (e.g., party vans, club vehicles). Cadet Sergeants (prior to Spring Break) and below are not authorized to own, maintain, or operate a car within the Walking Limits boundaries, except for the following exceptions:

(a) Escorting Guests. After Last duty, to include weekends and holidays, eligible Cadets may drive automobiles on the West Point Military Reservation. The intent of this privilege is to allow the Cadet, who is more familiar with West Point than a visitor, to drive rather than direct the visitor to various sites. Unless on leave, Cadets may not operate a vehicle belonging to their sponsor, parent (who reside on post), or nanny to run errands.

(b) Rental Cars. During weekends and on holidays, all Cadets may drive rental cars on West Point to pick up baggage and passengers within post limits. The intent is to allow Cadets to pick up and drop off baggage and passengers.

(c) Borrowing a Cadet Car. With written approval by the Tactical Officer (see request form), Cadets may borrow a car from another Cadet.

(d) Second Class Cadets who achieve a 375 on the fall semester APFT are authorized vehicles privileges after the Winter Break of the academic year. Eligible Cadets will follow the registration guidelines and responsibilities outlined below. Failure

MACC-O

SUBJECT: Policy Letter #6: General Vehicle Authorizations

to comply with these standards will result in the loss of vehicle privileges for the individual at the discretion of the Cadet's TAC team.

3. Motorcycles. Cadet Officers (and Cadet Sergeants following Spring Break) are authorized to drive privately owned motorcycles (POM) on the West Point Military Reservation as long as they meet the enumerated requirements below. Cadet Sergeants (prior to Spring Break) are authorized to operate motorcycles only during authorized motorcycle training sessions within the boundaries of the training area and approved Road Knights training routes; they are not authorized to own, maintain, or operate a motorcycle, nor will they ride as a passenger on a motorcycle except during training or Road Knights sanctioned events. All other Cadets below Cadet Sergeants are not authorized to own, maintain, or operate a motorcycle, nor will they ride as a passenger on a motorcycle unless it is part of an approved Road Knights training event, except those scoring a 375 on their APFT as specified in Paragraph 2.d above.

(a) Cadet must have Tactical Officer's or Tactical Non-Commissioned Officer's approval to join the Road Knights.

(b) Cadets will be active members of the Road Knights of West Point Mentorship Program, referred to as Road Knights, as outlined in the Road Knights' Charter and By-Laws and must be in good standing. Membership identification cards must be carried during any motorcycle involvement or activity. Failure to maintain membership in good standing will result on revocation of motorcycle operation privileges.

(c) Cadets must meet all provisions of AR 385-10, the Army Progressive Motorcycle Program and be licensed to operate a motorcycle by their state prior to operating a motorcycle except during an approved Motorcycle Safety Foundation (MSF) Basic Rider's Course (BRC).

(d) Cadets will not consume alcohol 8-hours before or during riding, regardless of age.

(e) Motorcycles are a privilege, not a right. Cadets may have one POV (one car OR one motorcycle) on West Point and it must be registered IAW this memorandum.

(f) Regardless of a Cadet's privileges, all Soldiers are required to be fully licensed (by their state), insured and wear complete motorcycle PPE which consists of over the ankle boots, long pants, long sleeve shirt or jacket, full-finger gloves, helmet, and eye-protection (full-face shields suffice for eye protection) at all times as a motorcycle operator or passenger. Additionally, approved reflective gear must be worn at all times during hours of darkness; a reflective belt DOES NOT suffice. Refer to AR 385-10 for further guidance on PPE requirements.

MACC-O

SUBJECT: Policy Letter #6: General Vehicle Authorizations

4. Bicycles. Cadets are not authorized to maintain bicycles at West Point except as members of the cycling, triathlon or mountain bicycle clubs. Bicycles are not authorized to be stored in the barracks. Clubs are responsible for establishing an authorized storage area. Non-club members may ride bicycles only with the owners' permission. Helmets will be worn at all times. Cadets are not authorized to ride bikes along Route 218 between Washington Gate and Cornwall.

5. Boats. Cadets are not authorized to own or maintain a boat within the Walking Limits. Cadets are authorized to rent boats from the appropriate on-post facilities (i.e. Round Pond).

6. RVs and Busses. Cadets are not authorized to own or maintain an RV or Bus within the Walking Limits.

7. Cadet Vehicle Registration (Cadet Officer and Sergeant Vehicles).

(a) General. A Cadet automobile is defined as any automobile that is owned by the Cadet, registered in the Cadet's name, or being used by the Cadet while at West Point. If a Cadet parent's automobile is to be used by the Cadet and already has a Department of Defense identification sticker affixed to it, that DOD sticker will be removed and the Cadet registration posted. If a Cadet gets their vehicle registered at another military facility, the Cadet will register the vehicle on West Point and affix their Cadet stickers to the vehicle. If a Cadet needs a replacement decal as a result of getting a new vehicle, the old decal must be returned or a letter stating why this decal is no longer in the Cadet's possession to the TAC team to be processed through the Provost Marshall Office (PMO).

(b) Registration Procedures. Within 5 business days of bringing a POV or POM within the Walking Privileges area, Cadets must register the vehicle with their TAC Team. Cadets must log onto the Cadet Information System (CIS) and fill in all of the appropriate data for their vehicle. When finished filling out the form, Cadets must select the block that says AGREE to complete the form.

(1) After submitting their vehicle information through CIS, Cadets will print out the registration form and bring photo copies of their driver's license, state vehicle registration, military ID and proof of insurance, all on one sheet of paper, to their TAC Team.

(2) Any vehicle not owned by the Cadet will require a letter from the owner of the vehicle, stating that the Cadet has permission to use and register the vehicle signed by the owner of the vehicle granting the Cadet permission to use the vehicle (Cadets who are not eligible to maintain a vehicle will not have another Cadet maintain or register a vehicle for them). The signed letter from the owner must be turned in with the other

MACC-O

SUBJECT: Policy Letter #6: General Vehicle Authorizations

forms at time of registration. Cadets are then required to bring the completed CIS form and all other documents to the MP station between their posted open times.

(3) Once PMO receives the photo copy of license, registration, military ID and proof of insurance, PMO will conduct their normal license check. Once the license has been cleared, PMO will input the decal number into the database, individually attach the DOD decal to each copy of the Cadet's paperwork, and return the DOD sticker to the Cadet.

(4) The TAC Team will then enter the DOD registration numbers into TIS and issue the Cadet a Gold West Point sticker.

(5) Any Cadet not authorized a vehicle that keeps one on post or within the Walking Privileges area, will automatically lose use of their vehicle for six months starting when they become eligible. Summer months count if the Cadet is at West Point. Violation of this policy may result in disciplinary action under USCC Regulation 351-2. Cadets who fail to register their vehicle or register their vehicle but do not put the registration sticker on the vehicle will automatically lose use of their vehicle for six calendar months. Tactical officers are responsible for inspecting all vehicles and ensuring proper placement of decals, upper or lower left (driver's side) corner of windshield within six inches from the top. Failure to register and display the Cadet decal within 5 days of bringing an automobile within the West Point Walking privileges boundaries may result in temporary loss of driving privileges.



8. Revocation of Driving Privileges. The Commandant or BTO may revoke a Cadet's on-post driving privileges for the remainder of the Cadet's career. The Regimental Tactical Officer may withdraw on-post-driving privileges for up to six months or the duration of Article 10 punishment associated with the offense and the Battalion/Company Tactical Officer may withdraw the privilege for up to 90 days or the duration of Article 10 punishment associated with the offense. A Cadet who has lost the privilege of driving may lend his/her automobile to another Cadet. Tactical Officer approval is required to move the vehicle for any reason except to relocate the POV to Camp Buckner or Natural Bridge for football weekends. If driving privileges are permanently revoked, the Cadet is no longer authorized to park or operate a non-

MACC-O

SUBJECT: Policy Letter #6: General Vehicle Authorizations

government vehicle on post or in the local area. Events that may trigger revocation of driving privileges may include, but are not limited to:

(a) DWAI, DWI or DUI. A Cadet who has been found to have violated a state law involving drinking and driving, either on-post or off-post, will lose his or her on-post driving privileges for the remainder of his or her Cadet career. (Note: Drivers who fail to submit to a blood alcohol test (BAT) are automatically DUI per New York state law).

(b) Irresponsible or Reckless Driving or Parking. Cadets who endanger others by driving irresponsibly or recklessly, i.e., racing another car, excessive speed, passing illegally, etc., or who have repeated moving or nonmoving traffic violations may have their on-post driving privileges temporarily or permanently withdrawn or suspended.

(c) Restricted Cadets. A Cadet who is serving restriction loses the privilege to drive a vehicle on post until removed from the restriction status. As the only exception, restricted Cadets will move their POVs directly to locations designated by the USCC S3 (normally Camp Buckner or Natural Bridge) on football weekends. Restricted Cadets will sign out in CIS as "other" and input "moving POV to Buckner" and cannot go anywhere else in route or while returning from this mission.

(d) Loss of Rank. When a Cadet Officer (or Cadet Sergeant following Spring Break) loses rank because of Article 10 punishment, the cadet loses the privilege to drive a vehicle on post until removed rank is restored. The cadet is authorized to keep a vehicle registered on post and parked in authorized cadet parking areas, but cannot register a new vehicle until rank is restored. The cadet is only authorized to drive their POV to move the vehicle off post as specified in paragraph (c) above.

9. Loaning of Cars to Civilian Guests. Cadets may loan their Cadet-registered cars to guests to use on post. In order for the guest to park without being in violation of parking standards, the guest must display a Cadet guest-parking pass (USMA Form 2-11) in the windshield. The Cadet will request the parking pass from their Tactical Officer.

10. Vehicle Security. When unattended or parked for any period of time, all vehicle doors must be locked. High value items should not be displayed in unattended or parked vehicles. TA-50 will not be stored in POVs.

11. Authorization to Lend/Borrow. With permission from the Tactical Officer, all Cadet Officers (and Cadet Sergeants following spring leave) are authorized to lend their vehicle to another Cadet. Listed below are the procedures to request authorization to borrow a Cadet's POV:

(a) The request to borrow memorandum will be filled out by the Cadet requesting to borrow the POV.

MACC-O

SUBJECT: Policy Letter #6: General Vehicle Authorizations

(b) The Cadet who is willing to lend his or her car will sign the memorandum indicating that they are authorized to lend and that their insurance policy covers the third party use of the POV.

(c) The borrower will forward the request, electronically or hard copy, to her or his Tactical Officer for approval to borrow.

(d) If the lender is from a different company, the borrower first obtains his or her Tactical Officer's approval, and then emails or hand carries the request to the Tactical Officer of the lender for approval to lend.

(e) Both the borrower and lender will retain a copy of the approval request. If hard copies are used, a copy will be provided to each respective Tactical Officer.

12. Parking of Cadet POVs. Cadets are only authorized to park in the specified areas below under the specified conditions:

(a) Cadet Parking Lots. Cadet Officers and Sergeants (after Spring Break) are authorized to park their POVs in lots E and F. During all time periods, the default overflow parking lot will be the rear half of lot E. Parking is only authorized on improved surfaces. POVs found parked on the grassy areas adjoining the lots are illegally parked and subject to ticketing and towing.

(b) Home Football Weekends. The only authorized place for Cadets to park their cars is at Camp Buckner or Natural Bridge NLT 2300 on Friday before a football game (or Thursday if game is on Friday night) and may not return their POVs to post until 1 hour after the game. Cadets may not return POVs to the lots until End of Game plus 3.5 hours. Camps Buckner and Natural Bridge are the only authorized parking areas for Cadet POVs. Designated Corps Squad (CS) athletes may park their POVs in F lot (ODIA lot) during football weekends. Each designated CS athlete will display a parking pass in the vehicle window.

(c) Summer Training and Holiday Periods. Vehicles will be consolidated in lot E or other authorized lot for improved security. Cadets assigned to Cadet Field Training (CFT) or Cadet Leader Development Training (CLDT) chain of command may park their POVs only at Camp Buckner IAW the guidance established by the Logistics Division, USCC.

(d) Cadet Area Parking. Cadets will not drive or park in the Cadet area with the following exceptions:

(1) Cadet Officers and Sergeants (after Spring Break) are authorized to park for no more than 20 minutes in the Cadet Area to load or unload their POVs during the following periods:

MACC-O

SUBJECT: Policy Letter #6: General Vehicle Authorizations

(i) Reorganization Week: From 1230-1830 on the day scheduled for the return of Cadets participating in Cadet Advanced Training.

(ii) Designated Corps Leave Periods (Thanksgiving, Winter, Spring): On the first day (1230-1830) and on the last day (1230-1830) of the leave period.

(iii) Graduation Day: Loading or unloading does not apply during this 25-hour period. Times for Cadet Area parking will be specified in the Graduation Week Operations Order and approved by PMO.

(e) Post Facilities Parking. Cadets may park their POVs in the parking lots of post facilities (e.g., Post Exchange, Craft Shop, Commissary), only for the purpose of visiting or patronizing those facilities. Monday through Friday Cadets may park in the parking lots listed below after 1530 hours daily. Cadets must move their vehicles back to the Cadet lots prior to 0630 hours daily. On Saturdays and Sundays Cadets may utilize these lots all day (except football Saturdays when they are authorized for parking only following the game). Reference Enclosure 2 Parking Map.

- Bldg. 606 Lot
- Clinton Field Lot
- Doubleday Lot
- Eisenhower Parking lot
- MEDDAC Lot
- Thayer Road

(f) Tailgates. Cadet POVs will not park at football tailgating locations.

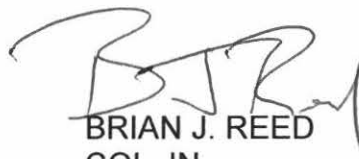
(g) Unauthorized Parking Lots. Cadets are not authorized to park in Arvin Lot or Thayer Roof Parking Lot.

(h) Violations of the Parking Policy. Cadets who violate the Parking Policy may be punished IAW USCC Regulation 351-2, Chapter 1, Table 1-5.

13. The point of contact for this memorandum is the Brigade Senior Enlisted Leader at 845-938-7904.

Encls 2

1. Request to Borrow POV Memo
2. POV Parking Map



BRIAN J. REED
COL, IN
Brigade Tactical Officer

MACC-O

SUBJECT: Policy Letter #6: General Vehicle Authorizations

MACC-O
SUBJECT: Policy Letter #6: General Vehicle Authorizations

Enclosure 1: Authorization to Borrow Cadet POV

MACC-_____

Date: _____

MEMORANDUM FOR Tactical Officer, Company_____(Borrower's TAC)

SUBJECT: Request for Authorization to Borrow Cadet POV

1. I, Cadet____, Company____, Year group____, request authorization to borrow the automobile of Cadet_____, Company_____, for the period_____to_____.

(Printed Name, Company, Year)

2. I, Cadet____, Company____, hereby state that I am willing to lend my automobile to the Cadet listed in paragraph 1, above. My insurance policy includes third party drivers in its coverage.

(Printed Name, Company, Year)

1. Approved/Disapproved to borrow.

(Tactical Officer signature)

2. Approved/Disapproved to lend.

(Tactical Officer signature)

MACC-O

SUBJECT: Policy Letter #6: General Vehicle Authorizations

Enclosure 2: POV Parking Map

