

**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  
18 June 2007**

**UNCLASSIFIED**

# ***SUMMARY of CHANGE***

AR 600-55

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

This rapid action revision, dated 18 June 2007--

- o Changes the proponentcy from the Army Safety Office to the Deputy Chief of Staff, G-3/5/7.
- o Makes administrative changes throughout.

This revision consolidates information and instructions relating to Army motor vehicle and equipment operators' selection, training, testing, and licensing. Specifically, this regulation--

- o Outlines responsibilities for conducting the motor vehicle driver program (chap 1).
- o Identifies licensing requirements for applicants for motor vehicle driver positions (chap 2).
- o Describes the process for choosing potential drivers (chap 3).
- o Describes the training program for drivers of all types of vehicles and equipment (chap 4).
- o Describes the testing program (chap 5).
- o Describes the controls on issuing licenses (para 6-1).
- o Describes the types of licenses that may be issued (paras 6-2 and 6-3).
- o Describes the procedures for renewing, revoking, or suspending licenses (para 6-4).
- o Provides procedures for qualifying operators to use special equipment and night vision devices (chaps 7 and 8).

Effective 18 July 2007


Personnel—General

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

By Order of the Secretary of the Army:

GEORGE W. CASEY, JR.  
*General, United States Army*  
*Chief of Staff*

Official:

  
JOYCE E. MORROW  
*Administrative Assistant to the*  
*Secretary of the Army*

**History.** This publication is a rapid action revision. The portions affected by this rapid action 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 Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve. It also applies to all Department of the Army civilian employees, nonappropriated fund

employees, Youth/Student Assistant Program employees, foreign nationals directly and indirectly employed by Department of the Army, and contractor personnel 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 management control process.**

This regulation does not contain management control provisions.

**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, Chief of Staff, 200 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, Chief of Staff, 200 Army Pentagon, Washington, DC 20310–0200.

**Distribution.** This publication is available in electronic media only and is intended for command level A for the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

**Contents** (Listed by paragraph and page number)

**Chapter 1**

**Introduction**, page 1

Purpose • 1–1, page 1

References • 1–2, page 1

Explanation of abbreviations and terms • 1–3, page 1

Responsibilities • 1–4, page 1

**Chapter 2**

**Driver Applicants**, page 3

License requirements • 2–1, page 3

Commercial driver's license • 2–2, page 3

Military drivers (active component, USAR, ARNG) • 2–3, page 3

\*This regulation supersedes AR 600–55, dated 31 December 1993.

## **Contents—Continued**

Department of the Army (DA) civilian drivers • 2–4, *page 4*  
Contractor employed and other Service operators • 2–5, *page 4*  
Physically handicapped persons • 2–6, *page 4*  
Foreign national drivers • 2–7, *page 4*

### **Chapter 3**

#### **Driver or Operator Selection, page 5**

Records review • 3–1, *page 5*  
Driver interviews • 3–2, *page 5*  
Physical examination and evaluation • 3–3, *page 5*  
Operator license inquiries • 3–4, *page 5*

### **Chapter 4**

#### **Driver or Operator Training Program, page 7**

Documentation and waivers • 4–1, *page 7*  
Instructors • 4–2, *page 8*  
Qualification training • 4–3, *page 8*  
Sustainment training • 4–4, *page 11*  
Remedial training • 4–5, *page 11*  
Tracked vehicles • 4–6, *page 11*  
Mechanical or ground support equipment • 4–7, *page 11*  
Emergency vehicles • 4–8, *page 11*  
Hazardous materials • 4–9, *page 12*  
Vehicle flight line operations • 4–10, *page 12*

### **Chapter 5**

#### **Testing, page 17**

Location and functions • 5–1, *page 17*  
Facilities • 5–2, *page 17*  
Examiner qualifications • 5–3, *page 17*  
Test administration • 5–4, *page 17*

### **Chapter 6**

#### **Licenses, page 18**

Control of Issuance • 6–1, *page 18*  
Standard permits • 6–2, *page 18*  
Special purpose permits • 6–3, *page 18*  
Renewals, suspensions, and revocations • 6–4, *page 19*  
Replacement of permits • 6–5, *page 20*  
Strikeovers, erasures, and alterations • 6–6, *page 20*

### **Chapter 7**

#### **Mechanical or Ground Support Equipment, page 22**

Qualification to operate • 7–1, *page 22*  
Procedures • 7–2, *page 23*

### **Chapter 8**

#### **Night Vision Devices, page 23**

Standardized training, testing, and licensing • 8–1, *page 23*  
Training strategy • 8–2, *page 23*  
Training materials • 8–3, *page 23*  
Night vision device instructors • 8–4, *page 23*  
Qualification training • 8–5, *page 23*  
Refresher training • 8–6, *page 24*

## **Contents—Continued**

### **Appendixes**

- A.** References, *page 25*
- B.** Interviews, *page 27*
- C.** The Army Wheeled Vehicle Fleet Classification System, *page 28*
- D.** Physical Evaluation Measures, *page 30*
- E.** Motor Vehicle Operator Driver Training Course, *page 32*
- F.** Evaluation for selecting instructors and examiners, *page 32*
- G.** Driver's Performance Test (Road Test), *page 33*
- H.** Emergency Vehicle Driver Training Course, *page 38*
- I.** Mandatory Academic and Driving Tasks for Night Vision Devices, *page 39*

### **Table List**

- Table 4-1: Sample Written Examination for High Mobility Multipurpose Wheeled Vehicle (HMMWV), *page 8*  
Table C-1: The Army Wheeled Vehicle Fleet Classification System (M Series Only), *page 29*

### **Figure List**

- Figure 3-1: Operator Selection, Training, Testing, and Licensing Procedures, *page 6*  
Figure 4-1: Sample DA Form 348 with Instructions, *page 13*  
Figure 4-1: Sample DA Form 348 with Instructions—Continued, *page 16*  
Figure 6-1: Sample Form OF 346 with Instructions, *page 22*

### **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 wheeled and tracked vehicles and equipment. (See TC 21-306 for specific guidance on tracked vehicle operators.)

### 1-2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

### 1-3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

### 1-4. Responsibilities

*a.* The Assistant Secretary of the Army (Installations, Logistics and Environment) (ASA(IL&E)) establishes overall Army Safety and Health policy and maintains oversight of the Army Driver and Operator Standardization Program.

*b.* The Director of Army Safety (DASAF), Office of the Chief of Staff, Army (OCSA) will manage Armywide safety policy and guidance for the Army Driver and Operator Standardization Program.

*c.* The Deputy Chief of Staff for Personnel (DCSPER) will develop policy to recruit individuals for driver Initial Entry Training (IET) and manage distribution of Military Occupation Specialty (MOS) trained drivers.

*d.* The Deputy Chief of Staff, G-3/5/7 will develop policy for:

(1) Selecting, testing, and licensing vehicles and equipment operators.

(2) Training drivers and operators in IET and MOS producing programs.

*e.* Commanding General, U.S. Army Materiel Command (AMC), 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.

*f.* Commanding General, U. S. Army Training and Doctrine Command (TRADOC), will develop training packages and support products for generic wheeled and tracked vehicle, and mechanical and ground support equipment operator training, including critical tasks, prescribed conditions, and standards, as necessary.

(1) The hardware proponent will obtain input from Commandant, U. S. Army Transportation School (USATSCH), ATTN: ATSP-TDX, Fort Eustis, VA 23604-5397, on the general aspects of driver training and submit the training packages and products to USATSCH for 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 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 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.* Installation commanders, Major U.S. Army Reserve Command (MUSARC) commanders, and Army National Guard (ARNG) State or territory adjutants general will—

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

(2) Staff driver testing stations (driver testing within the ARNG will be accomplished by the supporting headquarters staff).

(3) Delegate to subordinate commanders in writing the authority to train, test, and license noncommercial vehicle and equipment operators. However, driver and operator training, testing, and licensing will be conducted at battalion level or higher. For installations or commands below battalion size, operator training will be conducted at the highest level possible.

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

(5) 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. The installation transportation officer has staff oversight for commercial and non-tactical vehicle operator training programs. In organizations without a transportation officer, the motor maintenance officer or a designated individual may be assigned this function.

*h.* Company commanders will—

(1) Develop and publish guidance for interviewing and selecting driver candidates. Suggested interview questions are in appendix B.

(2) Ensure vehicle and equipment operators are properly licensed and trained according to this regulation and other

local requirements. Training will include driver responsibilities and Government liability, laws and regulations, vehicle inspection and maintenance, accident avoidance, environmental considerations, convoy operations, off-road operations, and all other topics necessary for safe and proficient military driving.

(3) Ensure all records and forms are maintained according to this regulation. Records may be automated using the Unit Level Logistics System (ULLS) and centralized for administrative ease. Responsible individuals should be appointed in writing.

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

*i.* Squad leader or first line leader/supervisor will—

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

(2) Continually spot check and supervise personnel in the areas listed in g(1) above.

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

*j.* Each licensed operator of a vehicle or piece of equipment owned by or leased to the U.S. Army will—

(1) Operate vehicles or equipment in a safe and prudent manner.

(2) Report unsafe operating conditions of vehicles or equipment.

(3) Report all accidents to his or her supervisor and to the motor pool that dispatched the equipment.

(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) Ensure vehicles or equipment are properly serviced.

(8) Wear installed restraint systems.

(9) Back vehicles and use ground guides according to the provisions of AR 385–55 and FM 21–305.

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

*k.* The senior occupant in a military vehicle is the ranking individual present. The senior occupant will—

(1) Ensure the driver does not exceed the maximum operating hours listed in AR 385–55 without a rest break.

(2) Not permit a driver who appears fatigued or physically, mentally, or emotionally impaired to operate a vehicle.

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

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

(5) Assist the driver in recognizing unsafe traffic situations and unsafe mechanical conditions of the vehicle.

(6) Assist the driver in backing or executing other difficult maneuvers.

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

(8) Ensure highway warning devices are properly displayed when the vehicle is stopped on or beside the traveled portion of the street, road, or highway (see FM 21–305).

(9) Post personnel, if applicable, to warn approaching traffic when the vehicle is halted or disabled in a manner that may obstruct traffic.

(10) When traveling in convoy, relay to the last vehicle information received from the convoy commander and ensure compliance with march discipline when at a halt.

(11) Ensure tire chains are used when needed and are removed when no longer needed.

(12) Ensure the driver maintains proper interval between vehicles.

(13) Ensure driver's vision is not obstructed.

(14) Ensure that only authorized personnel are allowed to travel in Government vehicles, and that Government vehicles are used for official purposes only.

(15) Be responsible for the overall safety of the occupants according to AR 385–55.

## Chapter 2 Driver Applicants

### 2-1. License requirements

- a. This chapter identifies licensing requirements of applicants for motor vehicle operator positions.
- b. All Active Army, ARNG, U.S. Army Reserve (USAR), and civilian personnel (excluding contractor personnel) to include foreign nationals, whose positions will require operation of Government-owned or -leased vehicles or equipment will be trained, tested, and issued an OF 346 (U.S. Government Motor Vehicle Operator's Identification Card) according to this regulation.
- c. Driver applicants for administrative, tactical, or emergency wheeled vehicles, to include those whose positions will require the transport of hazardous materials, will complete training equal to or greater than that specified in chapter 4 of this regulation. Chapter 4 contains waivers relating to training and testing requirements for specific vehicles and under certain conditions. Motorcycle, moped, and all-terrain vehicle (ATV) operators must also comply with the provisions of AR 385-55.
- d. No exceptions to this regulation will be made in the case of persons who regularly operate vehicles or equipment in connection with other work or incident to other duties. A person employed either as a part-time or full-time operator for the Army must successfully complete the appropriate series of required tests.
- e. 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.

### 2-2. Commercial driver's license

- a. The Commercial Driver's License (CDL) program was established by the Commercial Motor Vehicle Safety Act of 1986. This Act is applicable only within the United States.
- b. Military operators of equipment owned or leased by the Department of Defense are granted a waiver of the Act'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 Army Reserve and National Guard on active duty; including personnel on full-time National Guard duty, personnel on part-time training, and National Guard military technicians (civilians who are required to wear military uniforms and are subject to the Uniform Code of Military Justice).
- c. DOD and contractor-employed civilians (except firefighters) must have a CDL to operate the following Government-owned or leased vehicles:
  - (1) *Class A.* Any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 or more pounds, provided the gross vehicle weight rating (GVWR) of any vehicle or vehicles being towed is in excess of 10,000 pounds.
  - (2) *Class B.* Any single vehicle with a GVWR of 26,001 pounds or more, or any such vehicle towing a vehicle not in excess of 10,000 pounds GVWR.
  - (3) *Class C.* Any single vehicle, or combination of vehicles, that meets neither the definition of Class A or Class B, but that is either designed to transport 16 or more passengers including the driver, or is used to transport hazardous materials which require the vehicle to be placarded under Hazardous Materials Regulations (49 CFR, part 172).
- d. Refer to appendix C for further details on the CDL program, and for The Wheeled Vehicle Fleet Classification System, which categorizes Army tactical wheeled vehicles according to CDL vehicle classes.
- e. Additional CDL qualification requirements are contained in the Federal Motor Carrier Safety Regulations (Title 49 CFR, Part 383).

### 2-3. Military drivers (active component, USAR, ARNG)

The following licensing requirements apply to military operators of Government-owned or leased vehicles, both tactical and nontactical (to include those with a GVWR of 10,000 lbs. or less).

- a. *Driving off the installation.* Within the United States or U.S. possessions, operators must have—
  - (1) A valid OF 346.
  - (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 on the installation.* Within the United States or U.S. possessions (unless required by AR 611-201 as a prerequisite for awarding an MOS), operators—
  - (1) Are not required to have civilian driver's licenses.
  - (2) Must have a valid OF 346 for operation of vehicles on the installation only (see limited permits, chap 6). However, personnel who possess a State or host nation driver's license which is suspended or revoked will not be issued any type of OF 346 and will have current OF 346 suspended or revoked for the same time period.



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

- (1) Have a valid OF 346.
- (2) Meet any additional host nation and Army command (ACOM) requirements.

#### **2-4. Department of the Army (DA) civilian drivers**

The following licensing requirements apply to DA civilians operating Government-owned or leased vehicles (tactical and nontactical).

*a. Driving within the United States or U.S. possessions.* Operators must have—

- (1) A valid OF 346.
- (2) A valid civilian driver's license issued by a State or U.S. possession. If the vehicle being driven meets the criteria listed in paragraph 2-2, this license must be a CDL.

*b. Driving outside the United States or U.S. Possessions.* Operators must—

- (1) Have a valid OF 346.
- (2) Meet any additional host nation and ACOM requirements.

#### **2-5. Contractor employed and other Service operators**

*a.* The basic contract agreement will have a statement that the provisions of this chapter apply.

*b.* Department of Defense (DOD) contractors stationed outside the United States and U.S. possessions must meet host nation requirements. Contractor employed operators who are required to operate Government-owned or leased vehicles or equipment (that is, nontactical, tactical, combat, mechanical, or ground support) must have—

(1) A valid civilian or commercial driver's license issued by a State, District of Columbia, or U.S. possession (not required for stationary ground support equipment).

(2) A valid OF 346

*c.* Installation commanders may waive the requirement for contractor employed operators to possess an OF 346 for nontactical vehicles only. If the requirement is waived, alternate measures must be developed to identify drivers who are authorized to operate these vehicles for official business, and to certify that the driver possesses a valid State driver's license.

*d.* Valid permits of active members of other U.S. military services or Government agencies will be honored as a matter of reciprocal courtesy provided local military and civilian requirements have been met.

#### **2-6. Physically handicapped persons**

Certain physical handicaps may be compensated for or corrected so that they alone are not sufficient grounds to deny a standard license. Other handicaps may restrict the individual to operation of specific vehicles or equipment under specific conditions. The DA Form 348 (Equipment Operator's Qualification Record (Except Aircraft)) and OF 346 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 physically handicapped person are the same as those of other licensed drivers and operators.

#### **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 host nation and be trained, tested, and issued an OF 346 according to this regulation.

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

*c.* Agreements with allied armies regarding joint employment of U.S. Army vehicles, equipment, or operators will incorporate essential features of this regulation and be approved by Army Safety Office (DAC-SF), Chief of Staff, 200 Army Pentagon, Washington, DC 20310-0200.

## Chapter 3 Driver or Operator Selection

### 3-1. Records review

The selection process for non-school trained operators begins when the commander or authorized representative screens the individual's DA Form 2-1 (Personnel Qualification 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. See figure 3-1 for a flowchart of selection, training, testing, and licensing procedures.

### 3-2. Driver interviews

a. Interviews will be conducted by the commander or authorized representative. Areas of concern are maturity, attitude, past driving record, hearing, extreme nervousness, or any abnormal characteristics. Medication, if used on a regular basis, that causes drowsiness, impairs vision, or affects coordination, will also be taken into consideration. Supervisors will check with appropriate medical personnel regarding doubts or concerns about any medications.

b. See appendix B for a sample driver interview.

### 3-3. Physical examination and evaluation

a. *Physical examinations.* Military and civilian personnel are required to undergo periodic medical examinations by qualified medical personnel according to AR 40-501 for military personnel or Federal Personnel Manual, chapter 930, for civilian personnel. In addition, civilians who are required to obtain a CDL for those vehicles listed in paragraph 2-2c must meet the physical standards set forth in the Federal Motor Carrier Safety Regulations (Title 49 CFR, sections 391.41 through 391.49).

(1) A driver applicant with any medical (pathological, psychological, or physiological) restrictions that would limit his or her ability to operate vehicles or equipment will report these restrictions to his or her 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 and DA Form 348.

(2) Persons who fail any portion of the 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. These provisions will not be used to disqualify civilian operators who meet the standards for civilian motor vehicle operators and incidental operators listed in the Federal Personnel Manual, chapter 930.

b. *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) and upon renewal of permits. See appendix D for testing procedures.

### 3-4. Operator license inquiries

a. The Department of Transportation (DOT) maintains the National Drivers Register (NDR) at a central driver records facility that contains information on drivers whose civilian licenses have been denied, suspended, or revoked. Each State provides the DOT with data for the register. Army commanders will not provide the DOT with data on OF 346 suspension or revocation actions.

b. Agencies that issue OF 346s are to conduct a prompt, thorough inquiry whenever there is any reasonable doubt regarding the authenticity or validity of an employee'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. This applies to both military and civilian employees.

(1) When an individual without a State license is awaiting issue of an OF 346, and there is no reason to believe that he or she has had a State license revoked or suspended, issuing agencies are permitted to issue the individual an OF 346 Learner's Permit for operation on the installation only while awaiting the inquiry results.

(2) A driver who has had his or her State license revoked or suspended must have his or her OF 346 revoked or suspended as well, and may not be issued a new OF 346 during the period of revocation or suspension.

c. Obtain instructions and materials for participation in NDR by writing: National Drivers Register, National Highway Traffic Safety Administration, U.S. Department of Transportation, Washington, DC 20590.

# OPERATOR SELECTION, TRAINING, TESTING, AND LICENSING PROCEDURES

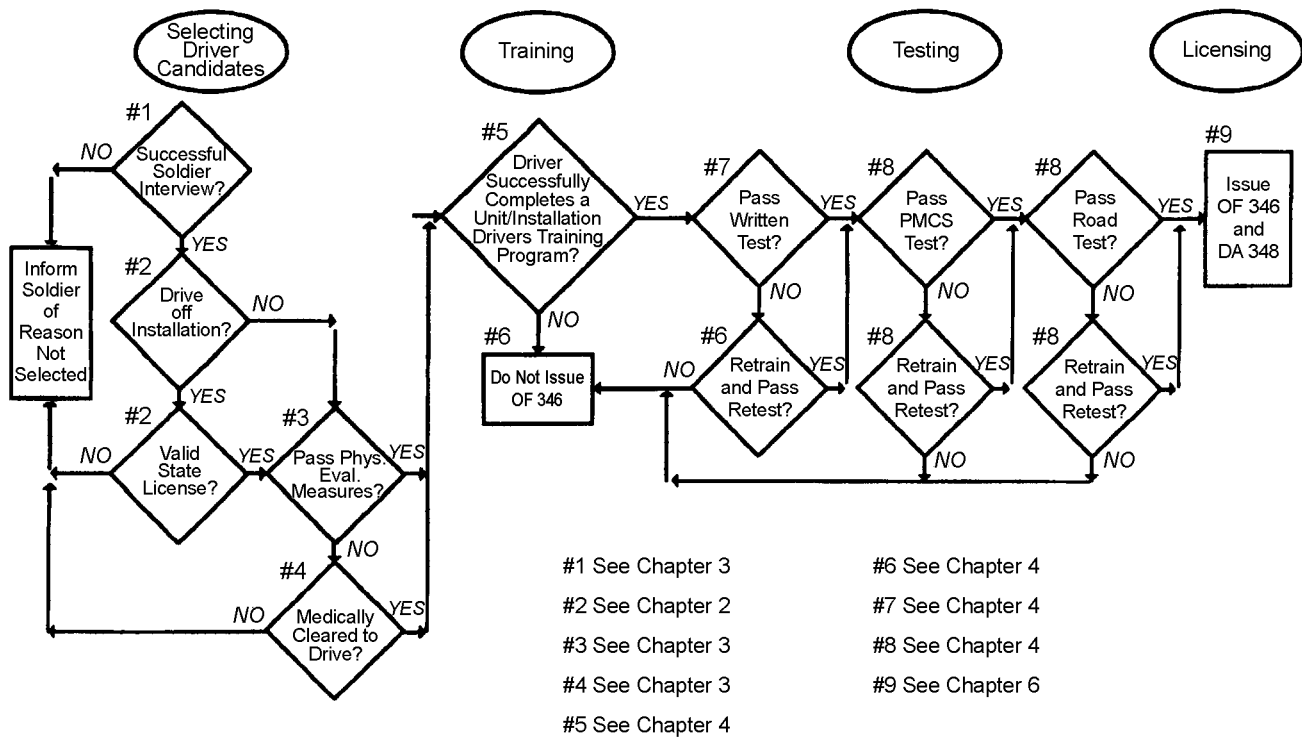


Figure 3-1. Operator Selection, Training, Testing, and Licensing Procedures

## Chapter 4 Driver or Operator Training Program

### 4-1. Documentation and waivers

a. Unless otherwise stated, the provisions of this chapter apply to both military and civilian operators of tactical and nontactical vehicles and equipment.

b. All training for vehicles and equipment which require licensing under this regulation will be documented on a DA Form 348 prior to issuing an OF 346 (see app E and local policies for training topics). Sample forms and instructions for completing the manual DA Form 348 and 348-1 (Equipment Operators Qualification Record—Continuation Sheet) are contained in figure 4-1. Units operating under the Unit Level Logistics System (ULLS) will use the automated form (instructions for completing the automated form are contained in the End Users Manual for ULLS). All other units will continue using the manual DA Form 348.

(1) The DA Form 348 (Equipment Operator's Qualification Record (Except Aircraft)) and DA Form 348-1 provide a means for recording the complete history of an individual's qualification and previous driving and equipment-operating experience.

(2) A DA Form 348 and DA Form 348-1 (if necessary) will be maintained on every person who operates a vehicle or equipment owned or leased by the U.S. Army. The DA Form 348 and DA Form 348-1 will be withdrawn from the Military Personnel Records Jacket maintained on military vehicle drivers and equipment operators, and from official personnel folders (OPFs) maintained on U.S. Government civilian employees. The DA Form 348 and DA Form 348-1 will be forwarded to the supervisor who controls the unit or organization vehicle or equipment operation. The individual's DA Form 348 and DA Form 348-1 will be presented upon application for renewal of an OF 346.

(3) DA Form 348 and DA Form 348-1 are permanent records and will not be destroyed or remade. Reproductions of DA Form 348 or 348-1 are not authorized for official purposes. All 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.

(4) DA Form 348 will be initiated when the individual is first examined, either at the reception center, unit, or installation motor pool or equipment pool before issuing an OF 346.

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

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

(6) The individual (designated by the commander) who conducts the review will sign and date in section III of the DA Form 348 if all required entries are present and correct. Procedures for incorrect or missing entries are covered below.

(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 while operating a military or privately owned vehicle.
- (g) Suspension or revocation of State or host nation driving privileges.
- (h) Accident history.

(8) When sections of the DA Form 348 are to be continued, a DA Form 348-1 (Continuation Sheet) 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 a soldier reports in from another unit with incorrect or illegible entries on his or her DA Form 348 or 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 to verify the date that he or she 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.

(b) *Non-verifiable entries.* Incorrect, incomplete, or illegible information which cannot be verified will be lined

through and initialed by the gaining unit. A soldier will not receive credit for nonverifiable entries on the driving record. In order to receive credit, the soldier must be retested or retrained.

(10) The computer-generated DA Form 348 and OF 346 are authorized replacements for the manual versions of the forms. After information is put into ULLS, there is no requirement for the unit to maintain or retain DA Form 348s. Return the manual form to the individual for the soldier's personal records.

c. Installation commanders (MUSARC commanders or ARNG State or territory adjutant generals) may waive the training and testing requirements for nontactical vehicles with a GVWR of less than 10,000 pounds, provided the driver has a valid State or host nation driver's license (however, the requirement to have an OF 346 cannot be waived per paras 2-3 and 2-4). This waiver does not apply to military or civilian operators of emergency vehicles (police vehicles, ambulances, fire trucks, crash-rescue vehicles), buses designed to transport over 12 passengers, motorcycles, moped, ATVs, tactical vehicles, or whose duties require transporting hazardous materials.

## 4-2. Instructors

Skilled noncommissioned officers, experienced drivers or operators, and qualified maintenance personnel do not necessarily make good driving instructors without special training. Selecting the best instructors available to conduct "hands-on" performance oriented training is essential. See appendix F for an outline to assist in selecting instructors and examiners.

a. *Selecting instructors.* All prospective instructors and assistant instructors must—

- (1) Be appointed in writing to train or instruct on an authorized type of vehicle.
- (2) Be licensed to operate the vehicle or equipment.
- (3) Have technical knowledge and experience as outlined in appendix F.

b. *Instructor certification.* Instructors will be certified to ensure proper knowledge of subject material and teaching ability before training students. The commander will certify instructors in writing.

c. *Training materials.* Instructors should use available training materials developed by the TRADOC school having proponentcy for the type of vehicle or equipment on which training is being conducted. (The U.S. Army Transportation School has developed a series of Training Circulars (TCs) for driver training on specific Army tactical vehicles. See DA Pam 25-30 for an updated listing of TCs. Obtain TCs through normal publication channels.)

## 4-3. Qualification training

Qualification training will include sequential and progressive instruction in academic subjects and on driving. Operators will not participate in any hands-on vehicle or equipment training without a valid OF 346 Learner's Permit (see chap 6).

a. *Academics and driving.* Appendix E provides a guidelines for commanders to use in designing training programs, to include academic subjects as well as hands-on training.

b. *Accident avoidance training.* All operators will receive accident avoidance training according to AR 385-55.

c. *Qualification.* Upon completion of training, the operator must successfully complete a written examination (sample examination provided at table 4-1) and a driver performance test (see app G for wheeled vehicles). Upon passing these tests, the student may be issued an OF 346 Standard Permit or Limited Permit according to chapter 6.

---

**Table 4-1**  
**Sample Written Examination for High Mobility Multipurpose Wheeled Vehicle (HMMWV)**

---

**Name:** (Enter name.)                      **Rank:** (Enter rank.)                      **Date:** (Enter.)

**Section I. True or false questions:** Read each question carefully and circle T or F.

(T or F.)

1. The transfer case shift lever should be in "H/L" (high lock) range when driving in snow or on ice.

(T or F.)

2. Use the transmission range selection "2" (second) for hill climbing and for engine braking when descending steep hills.

(T or F.)

3. Air cleaner service is required when the air restriction gauge yellow indicator reaches the YELLOW ZONE of the gauge.

(T or F.)

4. Before the horn will operate, the light switch must be in the STOPLIGHT or SERVICE DRIVE position.

(T or F.)

5. The hazard warning (emergency flashers) do not override the brake lights.

(T or F.)

---

**Table 4-1**  
**Sample Written Examination for High Mobility Multipurpose Wheeled Vehicle (HMMWV)—Continued**

---

6. The coolant temperature gauge indicates a normal engine temperature of 230 to 250 degrees Fahrenheit.

**(T or F.)**

7. You can use the hand throttle as a cruise control device.

**(T or F.)**

8. After operating the HMMWV in mud, you should clean the air cleaner dump valve.

**Section II. Multiple Choice:** Read each question carefully and circle the answer which is most correct.

**(Circle choice.)**

9. The HMMWV is equipped with—
- A turbo charger.
  - Limited slip differentials.
  - Torque biasing differentials.
  - Posi-traction differentials.

**(Circle choice.)**

10. If your vehicle starts to skid, which should you do?
- Step on the brakes and hold the steering wheel straight.
  - Nothing.
  - Let up on the accelerator pedal and steer in the direction of the skid.
  - Release the gas pedal and steer in the opposite direction of the skid.

**(Circle choice.)**

11. How should you dry wet brake linings?
- 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.
  - Pump the brake pedal.
  - Pull over and wait 25 to 30 minutes to allow the brakes to dry out.
  - Increase speed to allow more air to flow through the brakes.

**(Circle choice.)**

12. For extra traction when driving in snow or on ice, you should—
- Steer the vehicle diagonally up hills.
  - Install tire chains (four-wheel set).
  - Install tire chains (two-wheel set).
  - Turn the vehicle quickly when on slippery surfaces.

**(Circle choice.)**

13. When doing after operation PMCS, you must drain the fuel filter of all contaminated fuel. What do you do with the contaminated fuel?
- Drain on the ground.
  - Drain on the wash rack.
  - Drain into a suitable container.
  - Pour it in your fuel tank.

**(Circle choice.)**

14. The HMMWV is equipped with a wait-to-start lamp. This lamp illuminates when the—
- Engine is ready to start.
  - Engine is running.
  - Glow plugs are activated.
  - Head lights are on.

**(Circle choice.)**

15. Use the hand throttle to increase engine speed—
- When towing a trailer.
  - To drive through deep snow, sand, or mud.
  - To test brake modulation.
  - During cold weather starting or winch operation.

**(Circle choice.)**

16. The brake warning lamp illuminates when—
- The parking brake is released.
  - The parking brake is applied.
  - The parking brake is wet and stays on until it has dried.
  - The vehicle is new and stays on until the disc brakes need replacing.

**(Circle choice.)**

17. 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—
- Green area.

**Table 4-1**

**Sample Written Examination for High Mobility Multipurpose Wheeled Vehicle (HMMWV)—Continued**

- b. Yellow area.
- c. Red area.
- d. Blue area.

**(Circle choice.)**

18. 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.

**(Circle choice.)**

19. When you ford the HMMWV, the vehicle speed should be—
- a. 20 MPH or less.
  - b. 15 MPH or less.
  - c. 10 MPH or less.
  - d. 5 MPH or less.

**(Circle choice.)**

20. You achieve maximum efficiency and torque output of the engine at—
- a. The lower revolutions per minute (rpm) range.
  - b. The mid-rpm range.
  - c. The higher rpm range.
  - d. At all ranges.

**(Circle choice.)**

21. 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).

**(Circle choice.)**

22. 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.

**(Circle choice.)**

23. The HMMWV can safely ford water up to inches deep with out using a fording kit.
- a. 30.
  - b. 40.
  - c. 50.
  - d. 60.

**(Circle choice.)**

24. 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.

**(Circle choice.)**

25. 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).

**(Circle choice.)**

26. 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).

**(Circle choice.)**

27. 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.

**Table 4-1**  
**Sample Written Examination for High Mobility Multipurpose Wheeled Vehicle (HMMWV)—Continued**

d. Not use the vehicle brakes.

**(Circle choice.)**

28. 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).

**(Circle choice.)**

29. Before starting the HMMWV, you must place the transmission shift lever in—

- a. "N" (neutral).
- b. "D" (drive).
- c. "P" (park).
- d. "2" (second).

30. The HMMWV is equipped with run flat devices, allowing the vehicle to be driven with one or more tires flat. The maximum distance the vehicle can travel during run flat operations is—

- a. 10 miles (16 km).
- b. 20 miles (36 km).
- c. 30 miles (48 km).
- d. 40 miles (64 km).

Sample written examination answer sheet

|       |       |       |
|-------|-------|-------|
| 1. T  | 11. a | 21. a |
| 2. T  | 12. b | 22. b |
| 3. F  | 13. c | 23. a |
| 4. T  | 14. c | 24. a |
| 5. F  | 15. d | 25. b |
| 6. F  | 16. b | 26. c |
| 7. F  | 17. a | 27. d |
| 8. T  | 18. c | 28. c |
| 9. c  | 19. d | 29. a |
| 10. c | 20. b | 30. c |

#### 4-4. 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 will develop and implement a sustainment training program to be conducted at least annually (every 2 years for USAR and ARNG) for any driver with a valid OF 346.

b. First line supervisors will conduct an annual check ride (every 2 years for USAR and ARNG) for each driver to assess driving proficiency and identify weaknesses. Sustainment training will focus on individual weaknesses as well as other topics identified by the commander (that is, may be based on local seasonal conditions, mission, equipment, and so forth). If the first line supervisor is not licensed or is unable to perform the check ride, the commander or supervisor will ensure a qualified individual performs the check ride and assessment.

c. Completion of sustainment training will be annotated on DA Form 348, section III. See figure 4-1.

#### 4-5. Remedial training

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. This training will be directed towards identifying and correcting individual weaknesses and not as a form of punishment. Remedial training will be documented on DA Form 348, section III (see fig 4-1).

#### 4-6. Tracked vehicles

See TC 21-306 for specific guidance on tracked vehicle operator training.

#### 4-7. Mechanical or ground support equipment

Criteria for selecting, training, testing, and licensing mechanical or ground support equipment operators are contained in chapter 7 and TB 600-1, and TB 600-2.

#### 4-8. 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 instruction



in the subjects outlined in appendix H and will be annotated on DA Form 348, section III, upon completion. Commanders will also include training on local, State, or host nation requirements as applicable. Appendix H provides information for obtaining training materials for an emergency vehicle training program.

#### **4-9. Hazardous materials**

*a.* Per Title 49 of the Code of Federal Regulations, civilian vehicle operators transporting hazardous materials (HAZMAT) are required to have a hazardous materials endorsement to their CDLs. See appendix C.

*b.* Training in transporting hazardous materials will be consistent with part 171, title 49, Code of Federal Regulations; this regulation; and AR 55-355. Military vehicle operators must meet the licensing requirements in paragraph 2-3, and must receive, as a minimum, introductory or familiarization training in the following areas:

- (1) Definition of hazardous materials.
- (2) Placarding requirements.
- (3) Handling (loading and unloading) hazardous materials.
- (4) Regulations and procedures pertaining to transporting hazardous materials.
- (5) Operation of emergency equipment to include fire extinguishers.
- (6) Forms and records (includes accident reporting).
- (7) Blocking and bracing.
- (8) Emergency response procedures (for example, spillage).
- (9) Vehicle parking rules.
- (10) Route selection.
- (11) Host nation requirements (if applicable).

*c.* Commanders may obtain the following materials to assist in developing a training program for transporting HAZMAT:

- (1) TM 9-1300-206 with changes, "Ammunition and Explosive Standards."
- (2) Course number SMPT-5, Hazardous Materials Handling. For information about this course kit, write to the following address: Dean, School of Military Packaging Technology, ATTN: AMXMC-SMPT-A, Aberdeen Proving Ground, MD 21005-5001.
- (3) DLAH 4145.6, Hazardous Materials Storage and Handling Handbook, published by the Defense Logistics Agency; available through normal publication channels.
- (4) FM 21-305, Manual for the Wheeled Vehicle Operator.

*d.* Unit instructors must be familiar with the subjects in paragraph 4-9b above, and must be certified in writing by the commander as qualified instructors for familiarization training on transporting hazardous materials.

#### **4-10. Vehicle flight line operations**

Refer to FM 3-04.300, Flight Operations Procedures, for special vehicle and driver requirements for ramp operations.

**FRONT**

|   |   |   |   |  |  |  |   |
|---|---|---|---|--|--|--|---|
| NAME (Last, First, Initial) AND SERVICE NUMBER  |   |   |   |  | PERMIT (Number)                                  |  |   |
| Jones, John L. <span style="float:right">①</span>   |   |   |   |  | NUMBER   |  | DATE ISSUED   |
| 111-41-7119   |   |   |   |  | J-7119 <span style="float:right">⑨</span>        |  | 10 JUN 93 <span style="float:right">⑪</span>                    |
|   |   |   |   |  | TYPE   |  | LIMITATIONS (Physical or operational)                           |
|   |   |   |   |  | ARMY STANDARD <span style="float:right">⑩</span> |  | R1 <span style="float:right">⑫</span>                           |
| SEX   | DATE OF BIRTH                               |   | COLOR HAIR                                    | COLOR EYES   | HEIGHT   | WEIGHT   | POSITION TITLE (If civilian)                                    |
| M <span style="float:right">②</span>  | 1 MAY 64 <span style="float:right">③</span> |   | Brown <span style="float:right">④</span>      | Green <span style="float:right">⑤</span>                 | 5'9" <span style="float:right">⑥</span>          | 160 <span style="float:right">⑦</span>   |   |
| <b>SECTION I - OFFICIAL QUALIFICATIONS</b>  |   |   |   |  |  |  |   |
| TYPE OF EQUIPMENT   |   | SIZE  | SPECIAL QUALIFICATION <sup>1</sup>            |  | DATE QUALIFIED                                   | QUALIFIED AT   | NAME OF EXAMINER  |
| HEMTT, M977 <span style="float:right">⑬</span>  |   | 10-TON <span style="float:right">⑭</span>   | S7 <span style="float:right">⑮</span>         |  | 10 JUN 93 <span style="float:right">⑯</span>     | FT EVERTS, VA <span style="float:right">⑰</span>   | Guy F. Smith<br>Guy F. Smith <span style="float:right">⑱</span> |
| <b>SECTION II - BACKGROUND AND EXPERIENCE</b>   |   |   |   |  |  |  |   |
| TYPE OF EQUIPMENT   |   | SIZE  | TYPE OF DRIVING OR OPERATION <sup>2</sup>     |  | ADDITIONAL DRIVER'S LICENSES (State or agency)   | NUMBER OF OTHER DRIVER'S LICENSES  | SATISFACTORY EXPERIENCE VERIFIED BY                             |
| SEDAN <span style="float:right">⑲</span>  |   | 5 pass. <span style="float:right">⑳</span>  | CITY/RURAL <span style="float:right">㉑</span> |  | VA <span style="float:right">㉒</span>            | 111-41-7119/31 MAY 99 <span style="float:right">㉓</span>   | Guy F. Smith <span style="float:right">㉔</span>                 |
| <small><sup>1</sup> Special equipment, special operations or conditions</small>   |   |   |   | <small><sup>2</sup> City, rural, long haul, etc.</small> |  |  |   |
| <b>SECTION III - PERFORMANCE RECORD</b>   |   |   |   |  |  |  |   |
| <small>(List chronologically as "credits" - awards, training, retraining, testing, retesting, roadtest, permit renewal, relicensing, etc.; and as "debts" - accidents, arrests, violations, warnings, revocations, suspensions, etc.)</small> |   |   |   |  |  |  |   |
| DATE  |   | CREDITS                                     |   | DEBITS   | TYPE OR NATURE                                   | ACTION TAKEN   |   |
| 4 JUN 93 <span style="float:right">㉕</span>   |   | TRAINING <span style="float:right">㉖</span> |   | <span style="float:right">㉗</span>                       | Qualification <span style="float:right">㉘</span> | Completed 40 hrs driver trg. IAW <span style="float:right">㉙</span><br>AR 600-55; Robert E. Cook |   |
| 10 JUN 93   |   | TESTING/<br>licensing                       |   |  | ARMY STANDARD                                    | IAW AR 600-55; Guy F. Smith  |   |
| 12 OCT 93   |   | TRAINING                                    |   |  | WINTER DRIVER                                    | IAW TCFE REG 21-305; Gary L. Fry   |   |
| <b>EQUIPMENT OPERATOR'S QUALIFICATION RECORD (EXCEPT AIRCRAFT)</b><br>(AR 58-1, AR 600-55 and AR 385-55)  |   |   |   |  |  |  |   |

SAMPLE

**DA FORM 348**  
1 OCT 66

REPLACES DA FORM 388, 1 AUG 68, WHICH WILL BE USED,  
AND DA FORM 1989 WHICH IS OBSOLETE FOR ARMY USE.

(Extract from personnel file to include all operating levels.)

Figure 4-1. Sample DA Form 348 with Instructions

BACK

| SECTION IV - EXAMINATION FINDINGS  |                            |   |  |                       |   |                                     |
|--|----------------------------|---|--|-----------------------|---|-------------------------------------|
| BATTERY I - (Administered as a part of reception processing, at reception stations)                    |                            | BATTERY II - (To be administered to all applicants for Driver Permit SF 46) (To transfer raw score to standard score see DA Pamphlet 611-116) |  |                       |   |                                     |
|  |                            | DA FORM 6122  | RAW SCORE (32)   | STANDARD SCORE (33)   |   |                                     |
| ENTER SCORE FROM ITEM 24 OF INDIVIDUAL'S DA FORM 20  |                            | DA FORM 6123  |  |                       |   |                                     |
|  |                            | DA FORM 6124  |  |                       |   |                                     |
|  |                            | TOTAL STANDARD SCORE  |  |                       | (34)  |                                     |
|  |                            | STANDARD SCORE FOR BATTERY II (Divide Total Standard Score by 3)  |  |                       | (35)  |                                     |
| STANDARD SCORE (30)  | SUCCESSFUL COMPLETION (36) |   | EXAMINATION ADMINISTERED BY (Last name - first name - middle initial) (37) |                       |   |                                     |
|  |                            | <input type="checkbox"/> YES <input type="checkbox"/> NO  |  |                       |   |                                     |
| I PHYSICAL EVALUATION MEASURES   |                            | ✓ - IF QUALIFIED<br>x - IF SUBSTANTIAL  |  | SIGNATURE OF EXAMINER | COMMENTS AND RECOMMENDATIONS ON SUBSTANDARD ITEMS |                                     |
| 1. VISUAL ACUITY (38)  | LEFT EYE<br>20/20          | RIGHT EYE<br>20/20  | ✓ (44)   | Guy F. Smith (45)     |   |                                     |
| 2. FIELD OF VISION (39)  | LEFT EYE<br>98°            | RIGHT EYE<br>98°  | ✓  | Guy F. Smith          |   |                                     |
| 3. HEARING (40)  | LEFT EAR<br>NA /20         | RIGHT EAR<br>NA /20   | ✓  | Guy F. Smith          |   |                                     |
| 4. REACTION TIME (41)  | 30/100 SEC                 | 35/100 SEC  | ✓  | Guy F. Smith          |   |                                     |
| 5. DEPTH PERCEPTION  | normal (42)                |   | ✓  | Guy F. Smith          |   | SIGNATURE OF MEDICAL AUTHORITY (47) |
| 6. COLOR PERCEPTION  | normal (43)                |   | ✓  | Guy F. Smith          |   |                                     |
| II DRIVING PERFORMANCE TEST (Check "✓" if successful, "x" if failed and corrective training is needed) |                            |   |  |                       |   |                                     |
| A. ROAD TEST - PREREQUISITE (48)   |                            |   |  |                       |   |                                     |
| 1. INSTRUMENTS (Location, correct reading, action for abnormal reading)                                | ✓ OIL LEVEL STICK          | ✓ TEMPERATURE GAGE  | ✓ OIL PRESSURE GAGE  | ✓ VOLTMETER           |   |                                     |
|  | ✓ AMMETER                  | ✓ TACHOMETER  | ✓ FUEL GAGE  | ✓ AIR PRESSURE GAGE   |   |                                     |
| 2. BEFORE OPERATION CHECK  | ✓ VEHICLE DAMAGE           | ✓ CONDITION OF TIRES  | ✓ CLEAN HEADLIGHTS   | ✓ OIL LEVEL           | ✓ BATTERY   |                                     |
|  | ✓ MIRROR ADJUSTMT.         | ✓ HORN  | NA HAND BRAKES   | ✓ FOOT BRAKE          | ✓ WATER LEVEL                                     |                                     |
|  |                            |   |  | ✓ SEAT ADJUSTMENT     | ✓ WIPER   |                                     |
| 3. EMERGENCY EQUIPMENT (Location and use)  | FIRE EXTINGUISHER ✓        |   | HIGHWAY WARNING KIT ✓  |                       | OTHER (Describe) N/A                              |                                     |
| 4. CONTROLS - "DRY RUN"  | GEARS NA                   | BRAKE ✓   | CLUTCH NA  | FRONT AXLE ✓          |   |                                     |
| 5. DEPTH PERCEPTION (Two feet from target)   | FIRST TRY ✓                |   | SECOND TRY NA  |                       | THIRD TRY NA                                      |                                     |
| 6. PRACTICE RUN (1/4 mile)   | START ✓                    | PULL OUT ✓  | SHIFT ✓  | 3 STOPS ✓             | TURNS ✓   |                                     |
|  |                            |   |  | BACKING ✓             |   |                                     |
| 7. ADDITIONAL REQUIREMENTS FOR LICENSE   | ✓ LOCAL LAWS               | ✓ OPERATING PROCEDURES  | ✓ ACCIDENT REPORTING   |                       |   |                                     |
| OTHER (Describe) (49)  |                            |   |  |                       |   |                                     |
| <b>SAMPLE</b>  |                            |   |  |                       |   |                                     |
| B. ROAD TEST - SCORED PHASE (DA PRT 2678)  |                            |   |  |                       | 100   |                                     |
| COMMENTS AND RECOMMENDATIONS OF ROAD TEST EXAMINER (52)  |                            |   | NUMBER OF TALLY MARKS ON CHECK LIST PRT 2678 (Subtract)                    |                       | 10 (50)   |                                     |
|  |                            |   | ROAD TEST SCORE  |                       | 90 (51)   |                                     |
|  |                            |   | SIGNATURE OF ROAD TEST EXAMINER (53)                                       |                       |   |                                     |
|  |                            |   | Guy F. Smith   |                       |   |                                     |
| MY DRIVING WEAKNESSES HAVE BEEN MADE KNOWN TO ME AND I HAVE BEEN SHOWN HOW TO OVERCOME OR ADJUST THEM. | DATE (54)                  | SIGNATURE OF APPLICANT (55)   |  |                       |   |                                     |
|  | 10 JUN 93                  | John L. Jones   |  |                       |   |                                     |

U.S. Government Printing Office: 1981 - 281-488/40450

Legend for Figure 4-1;

HEADING: GENERAL INFORMATION

Block 1: Enter last name, first name, middle initial, and social security number (SSN).

Figure 4-1. Sample DA Form 348 with Instructions—Continued

- Block 2:** Enter 'M' for male or 'F' for female.
- Block 3:** Enter the day, month, and year of the individual's birth, obtained from individual's DD Form 2A (Active Duty Military ID Card).
- Block 4:** Enter the individual's hair color – brown, black, blond, and so forth.
- Block 5:** Enter the color of eyes – blue, brown, hazel, and so forth.
- Block 6:** Enter the feet and inches (5'10") the height of the individual as stated on his or her DD Form 2A.
- Block 7:** Enter in pounds the weight of the individual as stated on his or her DD Form 2A.
- Block 8:** Not used by military personnel. For civilian personnel, enter appropriate job title.
- Block 9:** Enter the permit number. Permit numbers will be the first letter of the last name and last four number of the individual's SSN, (for example, K-1234). Upon completion of local training requirements and appropriate entries in section III, the permit number will become the license number. The same number will be entered in block 1 on the OF 346 (U.S. Government Motor Vehicle Operator's Identification Card). If a permit number changes due to a name change, cross out the old number and enter the new number in block 9. In addition, issue a new OF 346 reflecting the new number, and make an entry on DA Form 348, section III, documenting the permit number change and OF 346 reissue.
- Block 10:** Type (Pencil Entry/Entries). Enter the type OF 346 permit (that is, standard, limited, and so forth).
- Block 11:** Date issued: Enter day, month, and year permit or license is effective. License will expire according to chapter 6.
- Block 12:** Limitations (Pencil Entry): Enter one or more of the following codes:
- |      |  |
|------|--|
| Code | Application  |
| R1   | Corrective lenses required                                 |
| R2   | Daylight only  |
| R3   | Automatic transmission only                                |
| R4   | Not authorized to drive a vehicle equipped with air brakes |
| R5   | Driving on the installation only.                          |

**Section I: Official Qualifications:**

- Block 13:** Type of Equipment. Enter description or model of equipment (for example: HEMTT, M977). If qualified to tow a trailer (either kingpin or pintle connected), indicate "w/trailer" (for example, tractor, M931 w/trailer).
- Block 14:** Size. Enter in tonnage or passenger capacity (for example, 10-Ton, 40-Pass)
- Block 15:** Special Qualifications. Enter one or more of the following codes:

|      |                                  |
|------|----------------------------------|
| Code | Application                      |
| S1   | Trailers, pintle towed           |
| S2   | Trailers, kingpin/pintle         |
| S3   | Winch qualified (front)          |
| S4   | Wrecker qualified                |
| S5   | Cable operated cranes            |
| S6   | Emergency vehicle                |
| S7   | Winter/wet/cold weather training |

- Block 16:** Date Qualified. Enter the day, month, and year individual was qualified to operate equipment entered in block 13 (for example, 07 JUL 89).
- Block 17:** Qualified At. Enter activity unit identification code, post, camp, or station where qualification to operate equipment took place.
- Block 18:** Name of Examiner. Enter qualifying official's (examiner's) name. Qualifying official will sign in black ink upon verification of individual's ability to operate equipment.

**Section II: Background and Experience**

- Block 19:** Type of Equipment. Enter as appropriate the item the individual was qualified to operate; that is, sedan, motorcycle, and so forth.
- Block 20:** Size. Enter as appropriate vehicle size; that is 5-ton, 5-pass, and so forth.
- Block 21:** Type of Driving or Operation. Enter as appropriate; that is, highway, city, rural, and so forth.
- Block 22:** Additional Driver's Licenses: Enter the State or agency that issued license; for example, VA, PA, U.S. Army, and so forth.
- Block 23:** Number of Other Drivers Licenses. Enter the license serial number and expiration date; for example, 000-11-0000/07 JUL 94.
- Block 24:** Satisfactory Experience Verified By. Enter the name of the individual who verified the licensee's experience.

**Section III: Performance Record**

- Block 25:** Enter the day, month, and year the individual completed formal training on the equipment he or she is authorized to operate. In cases where road tests, age, or local requirements such as assistant drivers, are necessary, training may be completed before the individual is actually qualified in section I of DA Form 348. Dates of accidents, awards, and traffic violations are also to be noted here.
- Block 26:** Credits. For example, "training," "orientation," "rodeo," "retesting," "relicensing."
- Block 27:** Debits. For example, "remedial training," "refresher course," or other training required because of accidents, traffic violations, or unsafe acts while operating military and civilian equipment.
- Block 28:** Type or Nature. Enter a word or phrase that best describes the type or nature; for example, type of license issued (standard, learner, incidental, limited), type of training (that is, orientation, qualification, sustainment), renewal, retest, safety award, type of accident or traffic violation (that is, driving under the influence, speeding, backing and so forth).

**Figure 4–1. Sample DA Form 348 with Instructions—Continued**

**Block 29:** Action Taken. Enter any actions taken by the commander to ensure that each individual maintains a high standard as a vehicle or equipment operator. A commander or supervisor can glance at this section for information about an individual's driving or operating performance. Cite the DA or local regulation which directed that training be conducted, or the regulation under which a safety award was issued. Note actions taken for accidents or moving traffic violations regardless of whether they occurred while driving a military or privately owned vehicle (to include annotation of license suspension or revocation). Accidents in which the driver was not at fault are not entered. Enter the printed name of the person making the entry and have him or her initial over his or her name.

#### **Section IV: Examination Findings**

**Block 30:** Leave blank.

**Block 31:** Leave blank.

**Block 32:** Leave blank.

**Block 33:** Leave blank.

**Block 34:** Leave blank.

**Block 35:** Leave blank.

**Block 36:** Leave blank.

**Block 37:** Leave blank.

#### **Physical Evaluation Measures**

**Block 38:** Enter the visual acuity of the left and right eyes in the applicable blocks. The minimum standard is correctable 20/40 in the better eye.

**Block 39:** Enter the standards obtained in the left and right eyes in the applicable blocks. A lateral range of 75 percent on each side of the focus line is the minimum standard.

**Block 40:** Enter "NA" (not applicable) unless the individual has a medical profile. Individuals with profiles must be referred to appropriate medical personnel for further evaluation.

**Block 41:** Enter the time in the applicable blocks. A reaction time from 0 to 0.60 second is acceptable.

**Block 42:** Enter the word "normal" unless some extremely abnormal condition is obvious. Enter the word "abnormal" if appropriate. There is not a minimum standard for this test, but results may be used for counseling and training.

**Block 43:** Enter the word "normal" unless some extremely abnormal condition is obvious. Enter the word "abnormal" if appropriate. Individuals will not necessarily be disqualified for color blindness. However, if color blindness appears possible, the individual will be given training on traffic light sequence, observation of other traffic, and other ways to compensate.

**Block 44:** Enter a checkmark when the individual qualifies for a physical measure. Enter an "x" when the individual does not qualify.

**Block 45:** Enter the signature of the examiner verifying the test.

**Block 46:** Driver candidates determined to be physically substandard (blocks 38 through 41) or abnormal (blocks 42 and 43) will be referred to appropriate medical authority to determine whether they should be qualified for driving. Medical personnel will enter comments or recommendations. For example, visual acuity corrected to 20/20 with glasses.

**Block 47:** This block will be used only when the driver candidate has been referred to a medical authority, at which time a qualified medical officer signs it.

#### **Driver Performance Test**

**Block 48:** Enter a checkmark in the applicable blocks to indicate successful completion of each task. Enter an "x" in the applicable block when the individual has failed and corrective training is needed. Enter "NA" (not applicable) when any portion of the test does not apply to the vehicle or equipment on which the individual is not being tested.

**Block 49:** Enter successful or unsuccessful completion of DA Form 2404 (Equipment Inspection and Maintenance Worksheet). Additional requirements for licensing required by local commander may also be entered here.

#### **Road Test: Scored Phase**

**Block 50:** Enter the number of errors from the checklist recorded during the road test. Errors indicate requirements for additional training.

**Block 51:** Subtract the number of errors in block 50 from 100 to get the road test score. This score is shown as a percent. A score of 75 percent or higher is passing. Enter this score in block 51.

**Block 52:** Enter any strong points or weaknesses the examiner may have pointed out to the applicant. Enter "NONE" if appropriate.

**Block 53:** Enter in ink the payroll signature of the individual that administered the actual road test. The examiner must meet the qualification requirements in this regulation.

**Blocks 54 and 55:** Enter the day, month, year in block 54, and have the applicant sign his or her payroll signature in block 55.

**Figure 4–1. Sample DA Form 348 with Instructions—Continued**

---

## Chapter 5 Testing

### 5-1. Location and functions

*a.* Driver testing stations or teams will be established at Army installations, State ARNG headquarters, MUSARC, and within organizations on a permanent, part-time, or temporary basis. Stations will be established as follows:

(1) At installations or organizations with 50 or more nontactical vehicles, stations will be established in connection with or as part of transportation motor pools (TMPs).

(2) Within training divisions, service schools, or other organizations or activities having a heavy operator turnover, stations will be established as part of the personnel processing, training department, or centralized facility that services all training departments requiring personnel to operate vehicles or equipment.

(3) Armies, corps, divisions, reserve components, and other organizations, down to and including battalions, and service installations, such as depots and ports, will provide testing stations in connection with motor transport activities, or as part of the installation level TMP functions.

*b.* Commanders are authorized to adapt their driver testing services to local requirements and situations. Mobile testing teams may be desirable in some areas. Organizations and units operating away from the parent testing station may be granted authority (in writing), by the commander with testing authority, to test and qualify their own operators. In such cases, appropriate headquarters will make available necessary equipment, test materials, or qualified test supervisors.

*c.* The primary functions of driver testing stations will be to conduct driver tests and issue motor vehicle operator permits. This may include the related functions of—

(1) 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 civilian personnel in accordance with OPM requirements).

*d.* 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 (the first letter of the last name and the last four digits of the Social Security Number (SSN)), the name and SSN 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. Automated versions of the ledger are authorized as long as they include all data fields listed above.

### 5-2. Facilities

The testing station will provide facilities as indicated in AR 611-5, chapter 3, plus necessary training media and clinical demonstrations.

### 5-3. Examiner qualifications

*a.* The effectiveness of the motor vehicle driver testing and licensing program depends upon the qualifications of the examiners. Each examiner will be a reliable, responsible individual who possesses knowledge of test administration. The examiner must be qualified in proper driving techniques and completely impartial in all examination procedures.

*b.* Evaluation criteria for selecting instructors and examiners is contained in appendix F and should be used for evaluating examiner qualifications.

*c.* The consistency of test evaluations by road test examiners assigned to a station should be checked periodically by having different examiners simultaneously rate the same driver applicant. Afterward, the ratings should be compared and an effort made to bring the findings to a single, consistent standard. Road test examiners must be qualified on and licensed to operate each type of equipment on which they test operators.

*d.* At those stations processing OPM driver applicants, examiners should 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 appendix 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.

## **Chapter 6**

### **Licenses**

#### **6-1. Control of Issuance**

a. The issuance of vehicle driver and equipment operator permits will be controlled at the battalion or higher level of command. The issuing authority is the driver testing station, 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 5-1d.

b. The qualifying official is the examiner, who is a person designated in writing by the commanding officer to conduct driver testing and to verify driver performance qualification. This person must be licensed and qualified on any vehicle or equipment on which he or she will conduct driver testing. 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.

c. Instructions for completing the manual OF 346 are contained in figure 6-1. Units operating under the ULLS will use the automated form (instructions for completing the automated form are contained in the End Users Manual for Unit Level Logistics System). All other units will continue using the manual OF 346.

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 for the DA Form 348.

#### **6-2. Standard permits**

a. The OF 346 standard permit applies to all vehicle drivers or equipment operators. The words "Army Standard" will be stamped or marked on the face of the OF 346.

b. The standard permit expires—

(1) For Active Army, USAR, ARNG, and DA civilians on the same date as 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.

c. An operator will retain his or her OF 346 upon transfer to a new assignment. Commanders may give a diagnostic operator performance test to any or all reassigned or visiting personnel to include Reservists and National Guard members to identify a need for any additional training or retraining. This diagnostic performance test must take place before a qualified person (who possesses a DA Form 348) is placed in any additional driver or operator skill training courses. Annotate any additional training or retraining on the DA Form 348.

d. All newly assigned or visiting drivers or equipment operators will be instructed in local regulations and operating procedures before operating vehicles or equipment.

e. Military personnel, upon separation from the military service, may retain their OF 346's provided the words "NOT VALID, SEPARATED FROM SERVICE" are over stamped or otherwise legibly marked on the front and back of the form. Military personnel transferring from active service to active Reserve status may retain their valid OF 346's.

f. Civilian personnel will surrender their OF 346's upon separation from DOD as required by Federal Personnel Manual Supplement 990.1, Book III, section 930.114(c).

#### **6-3. Special purpose permits**

a. *Restricted use.* 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 conspicuously stamped with the appropriate designation. Such permits will be issued only when necessary to meet requirements, and, except for expert driver or operator permits, will not be issued instead of standard permits when the latter would otherwise apply.

b. *Learner permits.*

(1) Learner permits will be issued to persons undergoing a course of vehicle driver or equipment operator training. Prior to being issued an OF 346 learner permit, individuals must successfully complete introductory classroom training (which must include, as a minimum, vehicle or equipment orientation, a safety briefing, to include the importance of driver attitude, and familiarization with local laws and road conditions), and must pass all physical evaluation measures listed in appendix D. The words "ARMY LEARNER" will be stamped or marked on the face of the OF 346. Learner

permits become invalid and must be surrendered upon completion of the course, or after 90 days for active duty personnel and DA civilians, whichever comes first. Learner permits for USAR and ARNG will remain valid as long as the individual is assigned to the unit and is participating in an active driver training program.

(2) Learner permits are valid only during regular training periods (for the period as stated above) and only under the following conditions:

(a) A qualified driver, equipment instructor, or examiner accompanies the trainee in the vehicle or on the equipment.  
(b) The vehicle or equipment is operated within a controlled driving range (no other vehicular traffic) or training area under the supervision of a licensed driver or operator.

*c. Incidental driver permits.*

(1) Military and civilian personnel who must operate vehicles or equipment for short periods of time, such as for exercises, maneuvers, or major emergencies, will be issued an OF 346 with the words "ARMY INCIDENTAL" stamped on the face of the permit. An applicant for an incidental permit must—

(a) Possess a certificate signed by an authorizing individual (commander or supervisor) stating that occasional vehicle driving or equipment operation is necessary to perform official duties.

(b) 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. (Note: Except for emergency vehicles, the road test is not required for nontactical vehicles with a GVWR of 10,000 lbs or less, provided the individual has a valid State or host nation driver's license.)

(2) The expiration date of the incidental permit will be the date of the completion of the duty for which it was issued, if of a one-time nature, but will not exceed 6 months.

(3) 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. Further restrictions on the use of incidental permits are authorized when the privilege has been abused.

*d. 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. They make limited 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 civilian personnel for the sole reason that they are restricted to administrative or nontactical 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 one year from the date of issue.

(4) The OF 346 will be stamped or legibly marked on the face of the form with the words "ARMY LIMITED," and, in each case, the specific limitation will be stated. Sample remarks for limited permits include—

(a) "Valid only under guard."

(b) "Limited to post or installation."

*e. Expert driver or operator permits.* Army vehicle drivers or operators of special mechanical equipment (construction and materiel handling) who have exceptional driving or operating performance and safety records are eligible for safety awards under appropriate provisions of AR 672-74 and may have "ARMY EXPERT" stamped on their permits and annotated on DA Form 348 in recognition of merit. Nonvehicular equipment operators may have "Master Operator" stamped on their permits.

#### **6-4. Renewals, suspensions, and revocations**

*a.* 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, (military operating off-post and DA civilians at a minimum), the OF 346 should not be renewed until the State license has been renewed.

*b.* A performance test will be given whenever a licensed driver needs to qualify on an additional type of vehicle or equipment. DA Form 348 and OF 346 will be updated whenever a licensed operator has qualified on an additional vehicle or piece of equipment.

*c.* Renewals will be issued after examination of the operator's qualification record (DA Form 348) and medical profiles, administration of prescribed physical evaluation measures, and the operator performance test.

(1) Rather than performance test an individual on every type of vehicle or equipment, a qualified examiner may test the operator on the largest or most complex vehicle or piece of equipment for which his or her license is to be renewed. In cases where all skills and knowledge cannot be evaluated by testing on one type vehicle or equipment, additional performance testing is required. For example, if the individual is tested on a tractor-semitrailer with an automatic transmission, additional testing is required to renew the license for a cargo truck with a manual transmission.



The tester could not evaluate the driver's skills and knowledge on a manual transmission with the tractor-semitrailer performance test.

(2) Renewals may be denied on the basis of accident records, traffic violations, and recommendations of medical officers or supervisors.

*d.* Army installation commanders, State adjutants general, MUSARC commanders, or designated representatives with license issuing authority will revoke or suspend military driver licenses or permits when an individual's State or host nation driver's license is revoked or suspended. Subordinate commanders may recommend suspension or revocation to the issuing authority. The suspension or revocation period will not be less than the period imposed on the civilian driver's license.

#### **6-5. Replacement of permits**

Issuance of duplicate permits to replace those lost or stolen is authorized. The qualifying official must verify the individual's operating qualifications (DA Form 348) before a duplicate permit can be issued without examination. Duplicate permits will be stamped or marked on the face with the word "Duplicate" and will be signed by the qualifying official and issuing official.

#### **6-6. Strikeovers, erasures, and alterations**

Strikeovers, erasures, use of correction fluid or tape, obscuring, or otherwise making an OF 346 entry illegible are not permitted. Commanders may authorize lamination of the OF 346, but other alterations will void the permit. If parts 1 and 2 are separated, this will not void the OF 346 as long as both parts are available and have the same card number. See figure 6-1 for additional information. Entries will be substantiated by the individual's DA Form 348 before authentication and issue.

| Part 1  |                                     |   |   | FRONT  |                        | Part 2                              |  |
|---|-------------------------------------|---|---|--|------------------------|-------------------------------------|--|
| OF 346<br>11/85 USOPM<br>FPM Chapter 930  |                                     | U.S. Government Motor Vehicle<br>Operator's Identification Card                         |   | Card No<br>① J-7119  | Restrictions<br>R1 ⑮   |                                     |  |
| Name of Operator (Not Transferable)<br>Jones, John L. ②   |                                     | Sex<br>③ M  | Signature of Operator (Not valid until signed)<br>John L. Jones ④ |  | QUALIFIED TO OPERATE ⑯ |                                     |  |
| Date of Birth ⑤<br>1 MAY 64   | Social Security No ⑥<br>111-41-7119 | Name and Location of Issuing Unit ⑬<br>6 <sup>th</sup> TRANS BN<br>FT. EVSTIS, VA 23604 |   | Type Vehicle and/or Equipment<br>HEMTT M977                                | Capacity<br>10T        | Qualifying Official<br>Guy S. Smith |  |
| Height ⑦<br>5'4"  | Weight ⑧<br>160 lbs                 | Hair Color ⑨<br>BRN   | Eye Color ⑩<br>GAN  | Signature and Title of Issuing Official ⑭<br>Paul W. Zupler<br>LTC, BN CDR |                        |                                     |  |
| Date Issued ⑪<br>10 JUN 93  | Date Expires ⑫<br>31 MAY 99         | OTHER RECORDS (Optional) ⑰<br>J-7119<br>WINTER DRIVER TNG                               |   | <b>SAMPLE</b>  |                        |                                     |  |
| The holder of this card is qualified to operate U.S. Government vehicles and/or equipment specified subject to the restrictions set forth on the other half of this card. Card must be carried at all times when operating Government vehicles. |                                     |   |   |  |                        |                                     |  |

BACK

|               |  |
|---------------|--|
| <b>SAMPLE</b> | <p>PRIVACY ACT STATEMENT</p> <p>Selection of this information is authorized by 40 U.S.C. 471 and 5 CFR Part 930 Subpart A, which require OPM to regulate Federal employees use of Government-owned or -leased motor vehicles. Executive Order 13087 authorized agencies to use the Social Security Number (SSN) as an identifier in government personnel record systems. Your SSN and other data provided is used primarily by the National Drivers Register Service to check your driving record. Other possible uses include disclosure to former employers or law enforcement agencies to obtain additional related information. Furnishing your SSN as well as the other data is voluntary. However, failure to provide any of the data requested may result in your not being issued a U.S. Government Motor Vehicle Operator's Identification Card. When driving a motor vehicle is a prerequisite to employment, you may not be able to obtain/retain employment without such a card.</p> |
|---------------|--|

Legend for Figure 6-1;

Part I

- Block 1:** Card Number. Enter the first letter of last name and last four digits of Social Security Number (SSN). This will be the same number as in block 9 of the DA Form 348.
- Block 2:** Name of Operator. Enter last name first, first name, and middle initial. If no middle initial, enter NMI.
- Block 3:** Sex. Enter M or F.
- Block 4:** Signature of Operator. Have operator sign his or her name as it appears on DD Form 2A.
- Block 5:** Date of Birth. Enter day, month, and year as it appears on DD Form 2A.
- Block 6:** Social Security Number (SSN). Enter SSN as it appears on DD Form 2A.
- Block 7:** Height. Enter the operator's height in feet and inches (example, 5 feet, 7 inches) as it appears on DD Form 2A.
- Block 8:** Weight. Enter the operator's weight in pounds (example, 125 lbs) as it appears on DD Form 2A.
- Block 9:** Color of Hair. Enter color of hair or appropriate abbreviation (example, "BRN" for brown) as shown on DD Form 2A.
- Block 10:** Color of Eyes. Enter color of eyes or appropriate abbreviation as shown on DD Form 2A.
- Block 11:** Date Issued. Enter the calendar date (day, month, year) in which the card was issued (example, 15 Feb 91).
- Block 12:** Date Expires. Enter the expiration date as prescribed in paragraphs 6-2 and 6-3.
- Block 13:** Name and Location of Issuing Unit. Self explanatory.
- Block 14:** Signature and Title of Issuing Official. Have the issuing official (commanding officer or representative authorized in writing by the commanding officer) enter his or her signature and title.

Figure 6-1. Sample Form OF 346 with Instructions

## Part 2

**Block 15:** Restrictions. Enter applicable codes (R1–R5) from DA Form 348, block 12 (see fig 4–1).

**Block 16:** Qualified to Operate. Enter detailed description of vehicle or equipment (transcribed from DA Form 348; blocks 13 and 14). If additional space is needed to record vehicles or equipment that an individual is qualified to operate, use the Part 2 portion of additional OF 346. Be sure to annotate the same card number as the original OF 346 in Block 17 of all additional Part 2 portions. The qualifying official is the examiner, who is designated in writing by the commanding officer to conduct driver testing and to verify driver performance qualification.

**Block 17:** Other Records (Optional). Enter the card number as shown in block 1. In addition, use this block to enter additional vehicles or equipment operator is qualified on, as well as locally required entries (that is, winter driver training, and so forth) If parts 1 and 2 become separated, this will not void the OF 346 as long as both parts are available and have the same card number (see instructions for block 1 above). An individual must carry both parts when driving or operating vehicles or equipment.

Figure 6–1. Sample Form OF 346 with Instructions

## Chapter 7 Mechanical or Ground Support Equipment

### 7–1. Qualification to operate

a. All military personnel and DA civilians must have an OF 346 and demonstrate their proficiency in order to operate the following mechanical or ground support equipment:

(1) Electrical power generating equipment, 0.5 KW and above (electric motor driven, diesel engine driven, gasoline engine driven, and gas turbine driven sets).

(2) Gas generating equipment, all sizes and capacities (such as oxygen, nitrogen, and acetylene).

(3) Water purification sets, all sizes and capacities.

(4) Air compressors, all pressures (not to include installed automatically controlled units).

(5) Materiel or cargo handling equipment, all sizes and capacities, for example, forklift trucks, warehouse tractors and cranes, straddle trucks, and flightline tugs.

(6) Railroad equipment, all sizes and capacities (locomotive, locomotive cranes, and motor cars).

(7) Bridging equipment, all bridge erection boats, mobile assault float bridge or ferry transporters, and outboard motors.

(8) Self-propelled amphibious equipment, all sizes and capacities (LARC–V, –XV, and –LX, and LACV–30).

(9) 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 (SEEs); 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).

(10) Heating and cooling equipment, all sizes and capacities (such as air conditioning and refrigeration units powered by liquid fuel engines, space duct-type heaters using liquid fuel, and steam cleaning equipment).

(11) Pumping equipment; all pumps 50 gallons per minute (GPM) and above, when powered by liquid fuel engines.

(12) Printing presses and paper cutters, all makes and models, excluding manually operated paper cutters.

(13) Mine-detecting equipment, truck mounted; all makes and models.

(14) Utility element (power plant) used with the medical unit, self-contained, transportable hospital elements, all makes and models.

(15) Miscellaneous equipment, any equipment determined by the local commander or higher authority to warrant licensing such as powered lawn mowers; agricultural machinery; food preparation equipment; field ranges; immersion heaters; laundry equipment; snowmobiles; detecting sets, mine portable, AN/PRS–7 and AN/PSS–11.

b. Application of these procedures will begin with the selection of persons to be licensed. 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 or pathogenic drugs), he or she appears to be incapable of continuing as a safe and competent vehicle or equipment operator. The issuing authority may revoke an operator's OF 346 based on the recommendations of safety or medical personnel.

c. 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. ACOM and MUSARC commanders may establish more stringent training programs.

## **7-2. Procedures**

*a.* Equipment operator testing and licensing procedures for self-propelled equipment will conform with 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 nonself-propelled equipment will conform to the requirements contained in TB 600-1 and TB 600-2.

*c.* Applicants will be required to satisfactorily demonstrate their proficiency in operating each piece of equipment for which they are to be licensed.

*d.* 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 night vision devices (NVDs) by motor vehicle operators. Night vision devices 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, and 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 FM 21-305 and TC 21-305-2 for technical information on NVDs to assist in making these important decisions and assessments).

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

### **8-3. Training materials**

The following are useful training materials:

*a.* FM 21-305, *Manual for the Wheeled Vehicle Driver*: night vision goggle (NVG) driving techniques and procedures, mission planning, safety factors, training programs, and guidance on unit standard operating procedures (SOPs) for wheeled vehicle, motorcycle, and ATV operators.

*b.* TC 21-305-2, *Training Program for Night Vision Goggle Driving Operations*: NVG lesson plans, training calendar, written exam, eye charts, and paper transparencies.

*c.* TC 21-306, *Tracked Combat Vehicle Driver Training*: 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 instructors**

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

*b.* Instructors must be NVD qualified, and licensed on the vehicles on which training is conducted, and must be designated in writing by the commander as certified NVD instructors.

*c.* Instructors 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 profile.

*d.* Instructors will document qualification and refresher training on the individual's DA Form 348, section III, and annotate on the OF 346 and DA Form 348, section I, the specific type of NVD on which the individual is qualified.

### **8-5. Qualification training**

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

*a.* *NVD 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.* *NVD 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 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 a and b above.
- (3) Successfully complete an NVD driver performance test given by an NVD instructor.

#### **8-6. Refresher training**

Refresher training will be conducted for motor vehicle operators who have not participated in an NVD driving mission in the past 6 months (USAR and ARNG: 12 months) to maintain or regain proficiency. Minimum requirements for NVD refresher training are—

- a.* Demonstrate proficiency in all qualification training tasks identified in appendix I.
- b.* Successfully complete an NVD driver performance test given by an NVD instructor.

## **Appendix A References**

### **Section I Required Publications**

#### **AR 385-55**

Prevention of Motor Vehicle Accidents. (Cited in paras 1-4j(9), 1-4k(1), and 2-1c.)

#### **AR 611-5**

Army Personnel Selection and Classification Testing. (Cited in paras 5-2, 5-4a, and 5-4b.)

#### **AR 672-74**

Army Accident Prevention Awards Program. (Cited in para 6-3e.)

#### **DA Pam 25-30**

Consolidated Index Army Publications and Blank Forms. (Cited in para 4-2c.)

#### **FM 3-04.300**

Flight Operations Procedures (Cited in para 4-10.)

#### **FM 21-305**

Manual for the Wheeled Vehicle Driver. (Cited in paras 1-4j(9), 4-9c(4), and 8-3a.)

#### **TB 600-1**

Procedures for Selection, Training, Testing and Qualifying Operators of Equipment/Systems, Excluding Selected Watercraft and Aircraft, Managed/Supported by U.S. Army Troop Support and Aviation Materiel. (Cited in para 7-2b.)

#### **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 U.S. Army Tank-Automotive Materiel Readiness Command. (Cited in para 7-2a and b.)

#### **TC 21-306**

Tracked Combat Vehicle Driver Training. (Cited in paras 1-1, 4-6, and 8-3c.)

### **Section II Related Publications**

A related publication is merely a source of additional information. The user does not have to read it to understand this publication.

#### **AR 25-50**

Preparing and Managing Correspondence.

#### **AR 40-501**

Standards of Medical Fitness.

#### **AR 58-1**

Management, Acquisition, and Use of Administrative Use Motor Vehicles

#### **AR 190-5**

Motor Vehicle Traffic Supervision.

#### **AR 750-10**

Army Modification Program.

#### **DOD 4500.36R**

Management, Acquisition, and Use of Motor Vehicles.

**FM 55-30**

Army Motor Transport Units and Operations (Incl. C-1).

**SB 700-20**

Reportable Items Selected for Authorization.

**Code of Federal Regulations 49 (49 CFR)**

Parts 171 and 383

**Federal Personnel Manual**

Chapter 930

**Section III****Prescribed Forms**

DA Forms are available on the Army Publishing Directorate web site ([www.apd.army.mil](http://www.apd.army.mil)): DD Forms are available from the OSD web site (<http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>). SFs and OFs are available from the GSA web site (<http://www.gsa.gov>).

**DA Form 348**

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

**DA Form 348-1**

Equipment Operator's Qualification Record (Except Aircraft) (Continuation Sheet) (Cited in para 4-1.)

**DA Form 6125**

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

**OF 346**

U.S. Government Motor Vehicle Operator's Identification Card (Available through normal forms supply channels.) (Cited in para 2-1b.)

**Section IV****Referenced Forms**

DA Forms are available on the Army Publishing Directorate web site ([www.apd.army.mil](http://www.apd.army.mil)): DD Forms are available from the OSD web site (<http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>). SFs and OFs are available from the GSA web site (<http://www.gsa.gov>).

**DA Form 2A**

Personnel Qualification Record (Part I) (Available through normal forms supply channels.)

**DA Form 2-1**

Personnel Qualification Record (Part II)

**DA Form 2404**

Equipment Inspection and Maintenance Worksheet

**DA Form 2408-14**

Uncorrected Fault Record (Available through normal forms supply channels.)

**DD Form 2A**

Active Duty Military ID Card (Available through normal forms supply channels.) (Available through normal forms supply channels.)

**DD Form 518**

Accident Identification Card

**DD Form 1970**

Motor Equipment Utilization Record

## Appendix B Interviews

### B-1. Interview factors to consider

When a commander needs to select an individual to be a driver, or when the number of soldiers available for training exceeds the number needed, an interview can be used to select personnel. 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 person must understand its purpose. Information from the interview may be entered on the DA Form 348. 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 will be checked against official records. Your answers will be used to help place you in work for which you are best fitted." 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 2½-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. How many times have you been cited for a traffic violation?
- n. Explain who was at fault and how, in your opinion, the accident could have been avoided.
- 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 military driver? 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 involved in a drug or alcohol offense?
- x. Do you know of any physical defects that might affect you as a driver?



## Appendix C The Army Wheeled Vehicle Fleet Classification System

### C-1. Classification System Categories

The Army Wheeled Vehicle Fleet Classification System categorizes Army tactical wheeled vehicles using the Commercial Driver's License (CDL) structure as Classes A, B, or C, with vehicles outside of that system specifically identified as class D. Table C-1 contains a list of all Army wheeled vehicles by model or type which fall into each of the respective classes discussed below.

### C-2. Certain driving circumstances may require a CDL

A DA civilian operating a Class D vehicle normally does not require a CDL. However, when these vehicles are used to haul hazardous materials or to transport 16 or more passengers including the driver, they are automatically classified as Class C vehicles and the driver requires a CDL. An M35A2 cargo truck is normally a Class D vehicle, but under some circumstances it is classified as a Class C vehicle and the driver must have a Class C CDL with the required endorsements. Examples of this are:

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

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

a. *Class A.* Any combination of vehicles with a Gross Combination Weight Rating (GCWR) of 26,001 or more pounds provided the Gross Vehicle Weight Rating (GVWR) of the vehicle or vehicles being towed exceeds 10,000 pounds.

b. *Class B.* 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.* Any single vehicle, or combination of vehicles, that meets neither the definition of Class A or Class B as defined above, but that is either designed to transport 16 or more passengers including the driver, or is used to transport hazardous materials which require the vehicle to be placarded under Hazardous Materials Regulations (49 CFR part 172).

d. *Class D.* Those vehicles outside of the current CDL classification system (all others). Certain endorsements and restrictions apply, as discussed below.

### C-4. Four kinds of endorsements that may be required

There are four 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. He or she must pass a written examination on special safety considerations when transporting passengers. An applicant for a license to drive a bus in any category must have this endorsement.

c. *Hazardous materials.* Any driver hauling hazardous material or waste in amounts requiring placards, regardless of the vehicle class, must have a hazardous material endorsement. He or she must pass a written examination on how to recognize, handle, and transport hazardous materials.

### 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 he or she is not qualified to operate vehicles with manual transmissions.

**Table C-1**  
**The Army Wheeled Vehicle Fleet Classification System (M Series Only)**

| Vehicle                                | Brakes  | Trans | Endorsement | Class |
|--|---------|-------|-------------|-------|
| MOTORCYCLES, ATVs, MOPEDS (ALL MODELS) | NA      | NA    | NA          | D     |
| M35, A1, A2, A2C                       | AIR/HYD | MAN   | AIR         | D     |
| M36, M36C, M36A2                       | AIR/HYD | MAN   | AIR         | D     |
| M37, B1                                | HYD     | MAN   | NONE        | D     |
| M38, A1, A1C, A2C                      | HYD     | MAN   | NONE        | D     |
| M43, B1                                | HYD     | MAN   | NONE        | D     |
| M44, A2                                | AIR/HYD | MAN   | AIR         | D     |
| M45, A2                                | AIR/HYD | MAN   | AIR         | D     |
| M48                                    | AIR/HYD | MAN   | AIR         | A     |
| M49C, A1C, A2C                         | AIR/HYD | MAN   | AIR         | C     |
| M50, A1, A2, A3                        | AIR/HYD | MAN   | AIR         | D     |
| M51                                    | AIR/HYD | MAN   | AIR         | B     |
| M51A1, A2                              | AIR/HYD | MAN   | AIR         | B     |
| M52, A1, A2                            | AIR/HYD | MAN   | AIR         | A     |
| M54, A1, A1C, A2, A2C                  | AIR/HYD | MAN   | AIR         | B     |
| M55, A1, A2                            | AIR/HYD | MAN   | AIR         | B     |
| M62                                    | AIR/HYD | MAN   | AIR         | A     |
| M108                                   | AIR/HYD | MAN   | AIR         | A     |
| M109, A1, A2, A3                       | AIR/HYD | MAN   | AIR         | D     |
| M123, C, A1C, E2                       | AIR/HYD | MAN   | AIR         | A     |
| M125A1                                 | AIR     | MAN   | AIR         | B     |
| M151, A1, A1C, A2                      | HYD     | MAN   | NONE        | D     |
| M170                                   | HYD     | MAN   | NONE        | D     |
| M185, A1, A2, A3                       | AIR/HYD | MAN   | AIR         | D     |
| M201, B1                               | HYD     | MAN   | NONE        | D     |
| M246, A1, A2                           | AIR/HYD | MAN   | AIR         | A     |
| M274, A1-A5                            | MECH    | MAN   | NONE        | D     |
| M275, A1, A2                           | AIR/HYD | MAN   | AIR         | A     |
| M291A1, A1C, A1D, A2C                  | AIR/HYD | MAN   | AIR         | B     |
| M292, A1, A2                           | AIR/HYD | MAN   | AIR         | B     |
| M292A5                                 | AIR/HYD | MAN   | AIR         | D     |
| M328A1                                 | AIR/HYD | MAN   | AIR         | B     |
| M342A2                                 | AIR/HYD | MAN   | AIR         | D     |
| M520                                   | AIR     | AUTO  | AIR         | B     |
| M543, A1, A2                           | AIR/HYD | MAN   | AIR         | A     |
| M553                                   | AIR     | AUTO  | AIR         | A     |
| M559                                   | AIR     | SEMI  | AIR         | B     |
| M561                                   | HYD     | MAN   | NONE        | D     |
| M656                                   | AIR     | AUTO  | AIR         | B     |
| M708, A1                               | HYD     | MAN   | NONE        | D     |
| M711                                   | HYD     | MAN   | NONE        | D     |
| M715, M725                             | HYD     | MAN   | NONE        | D     |
| M718, M718A1                           | HYD     | MAN   | NONE        | D     |
| M726                                   | HYD     | MAN   | NONE        | D     |
| M746                                   | AIR     | AUTO  | AIR         | A     |
| M748A1                                 | AIR/HYD | MAN   | AIR         | B     |
| M751A1                                 | AIR/HYD | MAN   | AIR         | D     |
| M756A2                                 | AIR/HYD | MAN   | AIR         | D     |
| M757                                   | AIR     | MAN   | AIR         | A     |
| M764                                   | AIR/HYD | MAN   | AIR         | D     |
| M791                                   | AIR     | MAN   | AIR         | B     |
| M792                                   | HYD     | MAN   | NONE        | D     |
| M812A2                                 | AIR/HYD | MAN   | AIR         | A     |
| M813, A1                               | AIR/HYD | MAN   | AIR         | B     |
| M814                                   | AIR/HYD | MAN   | AIR         | B     |
| M815                                   | AIR/HYD | MAN   | AIR         | B     |
| M816                                   | AIR/HYD | MAN   | AIR         | A     |
| M817                                   | AIR/HYD | MAN   | AIR         | B     |
| M818                                   | AIR/HYD | MAN   | AIR         | A     |
| M819                                   | AIR/HYD | MAN   | AIR         | A     |
| M820, A2                               | AIR/HYD | MAN   | AIR         | B     |
| M821                                   | AIR/HYD | MAN   | AIR         | B     |
| M825                                   | HYD     | MAN   | NONE        | D     |
| M876                                   | AIR     | AUTO  | AIR         | B     |
| M877                                   | AIR     | SEMI  | AIR         | B     |
| M878, A1                               | AIR     | AUTO  | AIR         | A     |
| M880 THRU 886                          | HYD     | AUTO  | NONE        | D     |
| M888                                   | COMB    | AUTO  | NONE        | D     |
| M890 THRU 893                          | HYD     | AUTO  | NONE        | D     |
| M911                                   | AIR     | AUTO  | AIR         | A     |
| M915                                   | AIR EXH | SEMI  | AIR         | A     |

**Table C-1**  
**The Army Wheeled Vehicle Fleet Classification System (M Series Only)—Continued**

| Vehicle         | Brakes  | Trans | Endorsement | Class |
|-----------------|---------|-------|-------------|-------|
| M915A1          | AIR EXH | AUTO  | AIR         | A     |
| M916            | AIR EXH | SEMI  | AIR         | A     |
| M917            | AIR EXH | SEMI  | AIR         | B     |
| M918            | AIR EXH | SEMI  | AIR         | B     |
| M919            | AIR EXH | SEMI  | AIR         | B     |
| M920            | AIR EXH | SEMI  | AIR         | A     |
| M923, A1, A2    | AIR     | AUTO  | AIR         | B     |
| M924, A1        | AIR     | AUTO  | AIR         | B     |
| M925, A1, A2    | AIR     | AUTO  | AIR         | B     |
| M926, A1        | AIR     | AUTO  | AIR         | B     |
| M927, A1, A2    | AIR     | AUTO  | AIR         | B     |
| M928, A1, A2    | AIR     | AUTO  | AIR         | B     |
| M929, A1, A2    | AIR     | AUTO  | AIR         | B     |
| M930, A1, A2    | AIR     | AUTO  | AIR         | B     |
| M931, A1, A2    | AIR     | AUTO  | AIR         | A     |
| M932, A1, A2    | AIR     | AUTO  | AIR         | A     |
| M934, A1, A2    | AIR     | AUTO  | AIR         | B     |
| M935, A1, A2    | AIR     | AUTO  | AIR         | B     |
| M936, A1, A2    | AIR     | AUTO  | AIR         | A     |
| M966            | HYD     | AUTO  | NONE        | D     |
| M977, 978       | AIR     | AUTO  | AIR         | B     |
| M983            | AIR     | AUTO  | AIR         | A     |
| M984, A1        | AIR     | AUTO  | AIR         | A     |
| M985            | AIR     | AUTO  | AIR         | B     |
| M996 THRU 998   | HYD     | AUTO  | NONE        | D     |
| M1001, 1002     | AIR     | MAN   | AIR         | A     |
| M1013, 1014     | AIR     | MAN   | AIR         | A     |
| M1008, A1       | HYD     | AUTO  | NONE        | D     |
| M1009, 1010     | HYD     | AUTO  | NONE        | D     |
| M1025, 1026     | HYD     | AUTO  | NONE        | D     |
| M1028           | HYD     | AUTO  | NONE        | D     |
| M1035 THRU 1038 | HYD     | AUTO  | NONE        | D     |
| M1024 THRU 1046 | HYD     | AUTO  | NONE        | D     |
| M1067           | AIR     | AUTO  | AIR         | A     |
| M1070           | AIR     | AUTO  | AIR         | A     |
| V17A/MTQ        | AIR/HYD | MAN   | AIR         | D     |
| V18A/MTQ        | AIR/HYD | MAN   | AIR         | D     |
| V18B/MTQ        | AIR/HYD | MAN   | AIR         | D     |

## 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 contains all the materials and instructions necessary to conduct the physical evaluation measures listed in this appendix. (See SB 700-20 for current model number and procurement instructions.) Equivalent testing instruments may be constructed locally, provided they are made to measure accurately the physical characteristics as prescribed.

#### D-3. Testing conditions

The general conditions of the test situation will be as prescribed in AR 611-5, Section III. In addition, the rooms in which the tests are given must be well lighted (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 the tests.
- b.* Before each test, explain the purpose of the test to the examinee and tell him or her what is expected.
- 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 drivers who can attain 20/40 or better acuity 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 his or her 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 color blind.
- b.* The examinee will not be disqualified for a vehicle operator's license because of color blindness. However, if color blindness is indicated, he or she will be given additional training on traffic light sequence, observation of other traffic, and so forth, which will enable him or her to drive safely.

#### **D-9. Foot reaction time**

- a.* This test determines whether the examinee can move his or her foot quickly enough in response to driving conditions.
- b.* The minimum acceptable reaction time is up to and including .60-second. If the examinee's reaction time is faster than .40-second, he or she 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, he or she 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-second, he or she will be referred to appropriate medical personnel to decide if this reaction time is too slow to permit him or her 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 military personnel 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. All personnel 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**

FM 21-305 (wheeled vehicles), TC 21-306 (tracked vehicles) and training circulars (TCs) referenced in paragraph 4-2c may 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, paper copies of transparencies, written and hands-on performance tests, and a listing of associated video programs.

#### **E-2. Trainee prerequisites**

- a. Possession of a valid State driver's license (if required by AR 611-201).
- b. Physical evaluation in accordance with appendix D of this regulation.
- c. Possession of a valid OF 346 (Learner Permit).

#### **E-3. Program of instruction**

- a. Unit A—Introduction, organization of course, and materials review.
- b. Unit B—Driver responsibilities and Government liability.
- c. Unit C—State, local, host nation, and post traffic regulations and laws.
- d. Unit D—Use of Army publications and blank forms (to include DD Form 1970 (Motor Equipment Utilization Record), DA Form 2404 (Equipment Inspection and Maintenance Worksheet), DA Form 2408-14 (Uncorrected Fault Record), DD Form 518 (Accident Identification Card), and SF 91 (Operator Report on Motor Vehicle Accidents)).
- e. Unit E—Vehicle inspection; Preventive Maintenance Checks and Services (PMCS).
- f. Unit F—Accident avoidance.
- g. Unit G—Driver energy and environmental considerations.
- h. Unit H—Introduction to specific vehicles.
- i. Unit I—Military convoy operations, including night driving.
- j. Unit J—Off-road operations.
- k. Unit K—Self-recovery methods.
- l. Unit L—Vehicle driver performance evaluation.
- m. Unit M—Response to emergency situations; vehicle malfunctions.
- n. Unit N—Driving range as set up by local commands.
- o. Unit O—Written examination (vehicle specific).
- p. Unit P—PMCS test.
- q. Unit Q—Road test (after completion of training).

## **Appendix F**

### **Evaluation for selecting instructors and examiners**

#### **F-1. Criteria**

Well qualified, high-quality instructors and examiners are important to maintaining safe and effective driver training and testing programs. Commanders who select and appoint driver instructors and 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)**

As stated in chapter 4, one of the prerequisites for any driver instructor or examiner is possessing a license for the vehicle or equipment on which he or she will train or test. However, it is also worthwhile for the commander to consider other types of equipment on which the individual is licensed, and whether the individual is an "ARMY EXPERT" driver.

#### **F-3. Education and experience**

Evaluation of an individual's education and experience as both a driver and maintenance technician and as an instructor or examiner may be helpful in predicting success as an instructor or 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.* Completion of a formal instructor training course.

#### **F–4. Technical knowledge**

All instructor and examiner candidates must be licensed on their respective vehicles or equipment and may also be skilled noncommissioned officers. The commander should in addition 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 (that is, GT 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 should be called to the attention of the examinee so that specific steps can be taken to eliminate these weaknesses.

*c.* Final evaluations will be recorded on DA Form 348. Once this transfer of information has been accomplished, the completed DA Form 6125 will be destroyed.

*d.* The examiner will be a thoroughly qualified operator of the vehicle in which the testing takes place. Furthermore, he or she 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 examiner must practice administering the test to a regular licensed driver qualified on that type vehicle. This practice administration will help him or her become acquainted with the test route and testing procedures.

*e.* The road test will consist 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 examiner will annotate the DA Form 6125 and conduct an after-action review with the driver. This procedure will help to ensure that only safe and proficient drivers get behind the wheel of a vehicle to drive.

##### **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 who 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 with the following maneuvers:

(1) *Forward Stop.* Pull 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 the 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 the rear of the vehicle within 2 feet of the stop line at the rear of the alley.

(5) *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.

(6) *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.

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

(8) *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.

(9) *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.

(10) *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.

(11) *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.

(12) *A downgrade.* The grade should be steep enough 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.

(13) *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.

(14) *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 if the driver does not park properly. If the area does not have any steep grades, simulate this exercise.

(15) *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.

(16) *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."

b. 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.

c. 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 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 he or she appears 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 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 examiner's name, on the front of the DA Form 6125. DA Form 6125 will be locally reproduced on 8½ by 11 inch paper. A copy for local reproduction can be found at the back of this regulation.

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

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

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

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

"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."

"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."

"Your scored test begins with before operations Preventive Maintenance Checks and Services. 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."

"Are there any questions?"

*c.* The road test actually begins when the driver starts the before operations PMCS. If the examinee performs the PMCS to appropriate standards, the examiner will annotate in the NOTES section "Before operations PMCS satisfactory." If the examinee does not perform PMCS to the examiner's satisfaction, the examiner will stop the road test at that point and fail the examinee. In this situation, the 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 his or her unit for further training. The examiner will follow the same procedures for grading during and after operations PMCS.

*d.* If the driver successfully completes the before operations PMCS, he or she 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, he or she may get into the vehicle and proceed to the first exercise for instructions.

(2) The 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 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 examiner will stop the road test and fail the driver at that point. The examiner will indicate in the NOTES section "Vehicle Control Test Unsatisfactory," indicate specific weaknesses if possible, and refer the driver back to his or her unit for further training.

(3) If the driver satisfactorily completes the vehicle control test, he or she will proceed to the driving portion of the 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:

(a) At the (location), make (maneuver). For example:

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

(c) "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 enough with the area that he or she knows such landmarks.

(6) Give directions well before the maneuver is to be performed. Always give a direction at a point where the driver can see where he or she 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 straight, and rural sections.

(a) At the beginning of the expressway section say: —"We will be driving along this expressway for about (2, 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 straight section, say: — “We will be driving along this street for about (2, 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 (2, 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 back of this regulation. 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 letter “O” 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 O’s for each time the maneuver appears on the route.

b. To score a behavior, draw a stroke through the O 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 check mark if the driver is satisfactory on all behaviors. These check marks 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 might not be done because you missed it 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 O’s 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 O’s 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 O’s 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 and so on, 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 O’s on the left of the box; eight columns of O’s 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 his or her 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 his or her turn from the right most turn lane.

(6) *Railway crossing.* This section has three columns for scoring. The ones labeled 1 and 2 are for actual railway crossings on the route. The one labeled S 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 (that is, open window, open door, and so forth).

(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 one 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, then maintain that speed during the curve.

(9) *Urban and rural straight sections.* This section has two columns. Use the one labeled urban for the urban section. Use the one labeled rural for the rural section. In most cases, mark the driver when he or she gets 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 four columns for marking the driver on intersections. Columns 1 and 2 are for intersections where the driver has to make a legal stop; for example, at a traffic light or a stop sign. Columns 3 and 4 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 3 and 4. 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 you drive 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 above have areas for grading “search,” “direction,” and “speed” in addition to the other behaviors listed. These are general categories which the 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 his or her vehicle for traffic, pedestrians, obstructions, emergencies, and so forth. During each maneuver, the examiner must observe whether the driver is checking around him or her, and yields right of way to other road users when appropriate.

(b) *Direction.* The driver must be aware of the position of his or her vehicle at all times. During each maneuver, the 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 forth.

(c) *Speed.* The driver must be aware not only of his or her speed in comparison with the speed limit, but how it affects other traffic. During each maneuver, the examiner must watch to see that the driver maintains posted speed limits, accelerates and decelerates smoothly, uses the proper gear for his or her speed, blends in with the traffic flow, and that he or she does 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 forth.

(13) *Driver errors at nonmarking 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, he or she 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 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 letter O's 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 he or she has 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 addition is correct.

b. *Automatic failures.* Annotate reason for automatic failure in the NOTES section, that is, “Examinee exhibited undue nervousness.”

- (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 examiner feels that the individual needs additional training, the examiner has the right not to issue a license.
- c. After action report (AAR).* Whether the driver passes or fails, the examiner will review the results of the road test with him or her, 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 him or her that an Army Standard OF 346 cannot be issued and he or she will have to retake the entire performance test at a later date. Pass or fail, the results must be recorded on the DA 6125-R.

## **Appendix H Emergency Vehicle Driver Training Course**

### **H-1. Trainee prerequisites**

- a.* Possession of a valid State driver's license (if required by AR 611-201).
- b.* Possession of an OF 346 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, host nation, 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 for.
    - (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 range and safety briefing.
- i. Unit I—Driving range.
- j. Unit J—Operator’s performance evaluation.

### **H-3. Training materials**

The following may be obtained through local Training and Audiovisual Support Centers (TASC) in support of emergency vehicle training programs: Training Video Tape (TVT) 8-210, PIN 709704DA, *Defense Driving Course: Coaching the Emergency Vehicle Operator—Ambulance*. The package includes a videotape, operator workbook, instructor’s guide, discussion slides, and test. Although this program is oriented toward ambulance operators, the instruction on normal and emergency vehicle operation applies to all emergency vehicles. Contact the mission proponent for additional materials or information.

## **Appendix I Mandatory Academic and Driving Tasks for Night Vision Devices**

### **I-1. NVD 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; that is, smoking, alcohol, or driver or crew fatigue.
- j. Care and security of the NVD. FM 21-305, TC 21-306, and TC 21-305-2 may be used to supplement NVD qualification and refresher training.

### **I-2. NVD task list**

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

- a. *Phase I task.* Drive vehicle without the device over a known range 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 range at night.
- c. *Phase III tasks.*
  - (1) Perform preoperation 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 range 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 (that is, 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 AAR.

## **Glossary**

### **Section I Abbreviations**

**AAR**

after action report

**ACOM**

Army command

**AMC**

United States Army Materiel Command

**ARNG**

Army National Guard

**DA**

Department of the Army

**DCSOPS**

Deputy Chief of Staff for Operation

**DCSPER**

Deputy Chief of Staff for Personnel

**DOD**

Department of Defense

**DOT**

Department of Transportation

**HMMWV**

high mobility multipurpose wheeled vehicle

**IET**

initial entry training

**MOS**

military occupational specialty

**MUSARC**

major United States Army Reserve Command

**NVG**

night vision goggle

**OPF**

official personnel folder

**OPM**

Office of Personnel Management

**PMCS**

Preventive Maintenance Checks and Services

**SOP**

standing operating procedure

**SSN**

Social Security Number

**TASC**

Training and Audiovisual Support Center

**TC**

training circular

**TM**

Technical Manual

**TMP**

transportation motor pool

**TPU**

tank and pump unit

**TRADOC**

United States Army Training and Doctrine Command

**ULLS**

Unit Level Logistics System

**USAR**

United States Army Reserve

**Section II****Terms****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.

**Emergency vehicles**

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

**Military design vehicles**

Motor vehicles (excluding general purpose commercial design) designed according to military specifications to meet transportation requirements for the direct support of combat or tactical operations, or for training of troops for such operations.

**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.

**Nontactical 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 patrol vehicles**

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

**Service school**

An MOS producing school

**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.

**Section III****Special Abbreviations and Terms**

This publication uses the following abbreviations not contained in AR 310–50.

**CDL**

commercial driver's license

**DAPC**

Department of the Army Personnel Center

**DASAF**

Director of Army Safety

**GPM**

gallons per minute

**GCWR**

gross combination weight rating

**GVWR**

gross vehicle weight rating

**HAZMAT**

hazardous material

**NDR**

National Driver Register

**NVD**

night vision device

**TVT**

training video tape

**USATSCH**

United States Army Transportation School



**UNCLASSIFIED**

**PIN 004335-000**