



**DEPARTMENT OF THE AIR FORCE  
39TH AIR BASE WING (USAF)  
INCIRLIK AIR BASE, TÜRKİYE**

4 June 2024

MEMORANDUM FOR ALL 39 ABW PERSONNEL

FROM: 39 ABW/CC

SUBJECT: 39th Air Base Wing (39 ABW) Traffic and Scooter Safety Program

**1. Background.** A Traffic and Scooter Safety Program may be established by an installation commander as an administrative means of processing traffic violations on the installation. Installation commanders in overseas areas are authorized to modify traffic policies and procedures when dictated by host nation relationships, treaties, and agreements, and when traffic operations under military supervision necessitate measures to safeguard and protect morale, discipline, and good order on the installation. To ensure the continued protection of morale, discipline, and good order at 39 ABW, and the continued compliance with host nation agreements, the following policy memorandum serves to establish a traffic and scooter safety requirements at 39 ABW.

**2. Responsibilities.**

**2.1. 39th Security Forces Squadron Operations (39 SFS/S3O).**

2.1.1. Enforces traffic and scooter safety across the installation for assigned 39 ABW members, IAW Joint Security Plan and host nation directives.

2.1.2. Issues 1408s to individuals who violate traffic and scooter safety rules.

**2.2. 39th Security Forces Reports and Analysis (39 SFS/S5R).**

2.2.1. Processes DD 1408s.

2.2.2. Issues letters of revocation or suspension of driving privileges and processes appeals.

**2.3. 39 ABW First Sergeants.**

2.3.1. Upon receipt of a Form 1408, ensure the member understands his/her right to appeal the ticket with 39 SFS/S5R.

2.3.2. Ensure any driving suspension or revocation is filed in the member's PIF and transferred to the next duty location.

**2.4. 39 ABW Squadron Commanders.** Ensure members who receive more than six (6) traffic points within a 12-month period, or who receive a traffic violation severe enough to warrant suspension/revocation, are recommended for suspension/revocation to 39 ABW/CC, or delegee, through 39 SFS/S5R.

## **2.5. 39 ABW Judge Advocate (39 ABW/JA).**

2.5.1. Review the Traffic and Scooter Safety Program for compliance with host nation law any time the Incirlik Base Joint Security Plan (IBJSP) or other joint treatise is updated.

2.5.2. Review suspension/revocation appeals when routed.

## **2.6. 39 ABW Commander (39 ABW/CC).**

2.6.1. Identifies high-risk drivers and authorizes the issuance of preliminary suspension or revocation letters concerning traffic offenders and serves as the approving authority for all restricted driving requests. Delegable, in writing, to no lower than a 39 ABW Group Deputy Commander who may act as 39 ABW/CC's representative.

2.6.2. Review and approve or deny all suspension/revocation appeals. Delegable, in writing, to no lower than a 39 ABW Group Deputy Commander who may act as 39 ABW/CC's representative.

## **3. Policy.**

**3.1. Host Nation Restrictions on Traffic Enforcement.** Pursuant to the IBJSP, only Joint Security Patrols (JSPs)—policing units comprised of at least one member of 39 ABW Security Forces Squadron (39 ABW/SFS) and at least one member of 10th Tanker Base Command Security Battalion (10 TBC/SB)—have authorization to stop a vehicle involved in violation of traffic rules to implement procedures of law enforcement and traffic controls. See IBJSP, para. 6.a. If a vehicle is stopped, the Turkish joint member must approach first; only upon determination that the operator is a U.S. national will the U.S. security patrol be permitted to approach and implement U.S. procedures. *Id.* at para. 7.e.

## **3.2. Area and Scope.**

3.2.1. Authority. Pursuant to the IBJSP, 39 SFS/S30 personnel are only authorized to approach and issue tickets to uniformed U.S. Forces personnel. 39 SFS personnel are not permitted to pull over or stop any moving vehicle unless they are a Joint Patrol with Turkish Forces.

3.2.2. Scope. 39 SFS/S30 will: identify and report abandoned vehicles; identify and report damaged vehicles to the First Sergeants for correction; and identify parking and traffic violations pursuant to Table 3.4 and issue tickets via Form 1408s. 39 SFS/S30 may request proper identification and registration records for suspected violations of Table 3.4.

## **3.3. Driving Records.**

3.3.1. Procedure for Tracking Driving Records. 39 SFS/S5R processes all DD Form 1408s, within three (3) business days, into AFJIS to track violations and point accrual upon receipt of tickets.

3.3.2. Traffic Point System. The traffic point system, outlined in Table 3.4, supplements Army Regulation 190-5 and provides a uniform administrative device to impartially judge driving performance. This system is not a disciplinary measure or a substitute for punitive action and does not interfere with the installation commander's prerogative to issue, suspend, revoke, deny or reinstate installation driving privileges IAW Army Regulation 190-5 and host nation law.

**Table 3.4: Rules of the Road Violations and Point Assessments.**

Rule	Violation	Points/Result
1	Abandoned vehicle	3 points; vehicle towed
2	Allowing registration to expire	2 points
3	DUI – Driving under the influence = 0.03% to 0.079% DWI – Driving while intoxicated = 0.08% or greater DWI-PD – Presence of drugs in bloodstream	DUI – 4 points; 3-month suspension DWI – 6 points; 6-month suspension DWI-PD – 6 points; 6-month suspension
4	Driving under suspension or revocation	6 points; 2-year revocation
5	Driving with expired license/training	2 points
6	Failure to obey traffic signs	3 points
7	Failure to properly display registration decals	2 points
8	Failure to signal	1 point
9	Failure to use lights	1 point
10	Failure to use required safety equipment, to include secured helmets and appropriate footwear	3 points
11	Failure to utilize seat belt or to ensure all passengers utilize seat belts	3 points
12	Failure to yield to pedestrians	2 points
13	Failure to yield to right-of-way	4 points
14	Fleeing the scene of a vehicular accident	6 points; 6-month suspension
15	Illegal parking	2 points
16	Knowingly allowing a driver whose driving privileges are suspended or revoked to operate a motor vehicle	4 points
17	Operating an unsafe vehicle	3 points
18	Texting and driving	3 points
19	Vehicle equipment removed or not meeting safety standards, i.e., rearview mirrors, lights, panels, etc.	3 points

3.4.1. Appeal Process. Members must submit ticket, suspension, or revocation appeals to 39 SFS/S5R within 5 duty days of notification or forfeit appeal rights. Exceptions may be granted at the discretion of 39 ABW/CC or designee.

3.4.2. Suspension or Revocation. Any squadron commander or higher may recommend suspension or revocation of driving privileges for any U.S. Forces personnel to 39 ABW/CC, or designee, if determined that the traffic violation was severe enough to warrant suspension or revocation. In addition, U.S. Forces personnel are subject to suspension or revocation under the following circumstances:

3.4.2.1. When determined to have been driving while driver's license or installation driving privileges were under suspension or revocation, a two-year revocation is mandatory.

3.4.2.2. When a conviction is obtained for driving while intoxicated or driving with presence of drugs in the bloodstream, a one-year revocation is mandatory.

3.4.2.3. If six (6) traffic points are received within 12 months, up to six-month suspension is authorized.

3.4.2.4. If 12 traffic points are received within 18 months, up to one-year suspension is authorized.

3.4.2.5. If 18 traffic points are received within 24 months, up to two-year revocation is authorized.

**4. Questions.** For questions regarding this policy or implementation thereof, contact 39 SFS/S5R at 39SFS.S5.ReportsandAnalysis@us.af.mil or DSN 676-6876.

**LORD.KEVIN** Digitally signed by  
**.M.1023839** LORD.KEVIN.M.10238  
**683** 39683  
Date: 2024.06.04  
14:26:54 +03'00'

KEVIN M. LORD, Colonel, USAF  
Commander