



UNITED STATES MARINE CORPS  
I MARINE EXPEDITIONARY FORCE  
U. S. MARINE CORPS FORCES, PACIFIC  
BOX 555300  
CAMP PENDLETON, CA 92055-5300

I MEFO 5101.1  
SAFETY  
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I MARINE EXPEDITIONARY FORCE ORDER 5101.1

From: Commanding General  
To: Distribution List

Subj: I MARINE EXPEDITIONARY FORCE DRIVESAFE ORDER

Ref: (a) MCO 5100.19F  
(b) MARFORPACO 5101.1A  
(c) DoDI 6055.04  
(d) CMC WASHINGTON DC 101441Z JUL 09 (MARADMIN 0415/09)

1. Situation. Motor vehicle mishaps continue to be the leading cause of serious injuries and fatalities to our Marines and Sailors outside of combat, which degrades our readiness. Engaged leadership at every level coupled with sound mitigation strategies will help to ensure a mindset for preparedness and roadway survival. In accordance with (IAW) the references, this Order focuses on clarifying guidance and addressing additional safety-related precautions regarding tactical, non-tactical and private motor vehicle operations.

2. Cancellation. I MEFO 5100.3A

3. Mission. To prevent motor vehicle related mishaps and the resulting injuries, fatalities, and property damage through a comprehensive and dynamic traffic safety program that applies risk management and mitigation strategies in support of force preservation/optimization and operational readiness.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent

(a) Engaged leadership and the use of risk management principles are essential elements towards supporting force preservation/optimization and operational readiness. The enclosure in reference (a), Marine Corps Traffic Safety Program (DRIVESAFE) Manual, can assist commanders with implementing a DRIVESAFE Program in garrison, training and during military operations to include exercises and deployments.

(b) Commanders and vehicle operators shall consider all transportation options while developing and executing a transportation plan that supports mission accomplishment while on or off duty. Identification of high-risk operators of motor vehicles, to include motorcycles, and use of all available tools and resources is key in order to intervene before risky behavior results in a mishap. Reckless conduct while operating a motor vehicle will not be tolerated.

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(2) Concept of Operations. To provide supplemental guidance for tactical, non-tactical, and private motor vehicle operations not covered in the references. For the purposes of this Order, the following definitions apply:

(a) Tactical Vehicle - a tactical vehicle is a vehicle having military characteristics designed primarily for use by forces in direct connection with, or in support of, combat or tactical operations.

(b) Non-Tactical Vehicle - any commercially produced automobile, truck, van or other form of transportation regardless of status of ownership (e.g. private or government, leased or rented) used for official purposes.

(c) Private Motor Vehicle - any two or three wheeled motorcycle and four wheeled vehicle designed to be operated on public or private roadways and trails.

(d) Designated Seating Position - a vehicle seating position designed and engineered by the vehicle manufacturer, with or without a seatbelt, intended to be occupied while the vehicle is in motion.

b. Subordinate Element Missions. Unit commanders shall develop a traffic safety policy that addresses personnel utilizing tactical, non-tactical and private motor vehicles IAW the references.

c. Coordinating Instructions

(1) Operation of Tactical Vehicles

(a) Although use of a helmet and improved modular tactical vest (IMTV) is strongly recommended, commanders at the O-5 level and higher may determine the type and level of personal protective equipment (PPE) used for personnel driving or riding in occupant positions (non-cargo area) equipped with seatbelts when operating on hard-surface/paved roads during administrative movements. When seatbelts are not installed, or when operating off of hard-surface/paved roads, vehicle driver and occupants shall wear a helmet and IMTV with front, back and side SAPI plates inserted anytime the vehicle is in motion. For all personnel riding in cargo areas at all times, use of helmet and IMTV with front, back and side SAPI plates inserted is mandatory anytime the vehicle is in motion.

(b) Personnel operating tactical material handling equipment shall wear a hard hat, steel toe shoes and gloves. Eye and hearing protection may be required depending on working conditions IAW reference (a).

(c) Personnel operating or riding in tactical vehicles, at all times whether on or off government installations, shall be seated in designated seating positions with seatbelt fastened (if so equipped) while the vehicle is in motion. The senior occupant of any vehicle shall be responsible for ensuring enforcement of proper use of safety restraints and will not permit operation of any vehicle until all passengers are wearing the restraint system specified for the type of vehicle. If the senior occupant cannot be determined, the driver shall be responsible for enforcement of proper use of safety restraints.

(d) Personnel being transported in a cargo area shall be seated with seatbelt fastened (if so equipped), and the cargo area opening shall be secured with a troop-strap if vehicle is so equipped.

(e) Vehicle operators are limited to no more than 10 hours of continuous vehicle operation without an eight hour sleep period within a 24 hour workday. Within a 24 hour period, vehicle operators are limited to not more than 15 hours of duty in which vehicle operating time is involved. These requirements do not apply during times of armed conflict. Drivers will be provided with at least eight consecutive hours of rest (off duty) during a 24 hour period.

(f) Vehicle operators will not operate equipment within 12 hours after consuming alcohol and shall not exhibit any hangover effects.

(g) Operators will not use tobacco products or consume any food while operating a government vehicle.

(h) Vehicle operators shall not operate any equipment while under the influence of any prescription/over-the-counter drugs which may inhibit judgment or reaction time.

(i) Equipment operators shall report to their respective supervisors when they are under a physician's care and are taking prescription drugs which may inhibit their safe performance of duties.

(j) The wearing of portable headphones, earphones or other listening devices while operating a motor vehicle is prohibited.

(k) Vehicle operators are prohibited from cellular phone use for talking, texting or emailing while the vehicle is in operation on a DoD installation or when on official government business off installation.

(l) Commands shall develop convoy standing operating procedures (SOP) and provide all participants with a convoy briefing. At a minimum, the briefing shall include route, emergency actions and communication.

## (2) Operation of Non-Tactical Vehicles

(a) Active or reserve uniform service members and DoD civilians participating as drivers or passengers shall occupy a designated seating position and wear a seatbelt while:

1. On or off DoD installations.
2. Operating a government owned vehicle or government funded rental vehicle.

(b) The senior occupant of any vehicle shall be responsible for ensuring enforcement of proper use of safety restraints and will not permit operation of any vehicle until all passengers are wearing the restraint system specified for the type of vehicle. If the senior occupant cannot be determined, the driver shall be responsible for enforcement of proper use of safety restraints.

(c) Passengers of buses on or off DoD installations without seatbelts installed are exempt from the requirement.

(d) Guidance provided in paragraph 4.c.(1) sections (e)-(k) are germane and apply for non-tactical vehicles.

(3) Operation of Private Motor Vehicles

(a) All personnel, when operating or riding in private motor vehicles, shall be seated in designated seating positions with seatbelt fastened while the vehicle is in motion.

(b) Operators of two or three wheeled motorcycle and four wheeled vehicle shall be properly licensed, possess current vehicle registration and insurance, and be properly trained IAW references (a), (b) and local installation directives.

(c) Operators and passengers of a two or three wheeled motorcycle shall wear the appropriate PPE IAW reference (a) and local installation directives while on or off DoD installations.

(d) Child safety seats and usage shall be consistent with applicable state and local child safety seat laws.

(e) Military personnel operating privately owned vehicles on DoD installations shall not use any cell phone without a hands-free device. Strict compliance with state and local laws governing cell phone use shall be observed when off DoD installations IAW reference (a) and local installation directives.

5. Administration and Logistics

a. Unit Traffic Safety Managers shall establish and maintain a SOP with corresponding desktop procedures relevant to their installation and organizational goals in support of a robust unit safety program.

b. Traffic safety shall be incorporated into on and off duty training programs on a continuing basis (e.g. safety stand downs, operational pauses, Back-in-the-Saddle training, etc.).

c. Commanders shall ensure the widest dissemination of this Order to include incorporation into planning and operation orders.

6. Command and Signal.

a. Command. This Order is applicable to all commands, organizations, units and activities under the command of I MEF.

b. Signal. This Order is effective the date signed.

  
M. L. JONES  
Chief of Staff

DISTRIBUTION: I,II