



403 AFSB LRC-Yongsan



TRANSPORTATION COORDINATOR BRIEF



TMP NTV operator (TMP 군차량 운전자)

Please inform the dispatcher immediately if there are changes in any of the following
(이밀에 있는 항목중 바뀐 사항이 있을때는 바로 차량 배차담당자에게 알려주세요)

- * Commander (중대장 또는 상관)
- * Official User (공무사용자)
- * Transportation Coordinator (차량 코디네이터)
- * Unit name (부대이름)
- * Phone number (전화번호)





EUSA Reg. 58-1/Policy Letter #4-2



- ❖ In accordance with 8th Army Reg. 58-1, page 4, paragraph 6d, (6) units will appoint transportation coordinators (one primary and one alternate) and provide a copy of the appointment orders to the TMP for their file.
- ❖ The assigned transportation coordinator will arrange all unit transportation requirements.
- ❖ The unauthorized or willful misuse of an Army owned or controlled motor vehicle may be cause for disciplinary action IAW Command Policy #4-2.



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Vehicle Accidents



- ❖ Notify the MPs first, then the TMP within 24 hours, POC is Ms. Chon, Hye Chong (738-5227).
- ❖ USAG- Yongsan, Command Policy #4-2 states that supported units accept full responsibility for safe operation of assigned vehicles.
- ❖ The using unit is responsible for all repair costs should damage occur to the NTV while under its control; damaged NTVs will be immediately repaired and returned to operational status whenever economically feasible.
- ❖ Unit must pay within **21 days** and failure to take action within 21 days will result in revocation of dispatch privileges and possible reassignment of the asset. Furthermore, **the TMP is NOT RESPONSIBLE for providing a replacement for accident vehicles.**
- ❖ Financial Liability Investigation of Property Loss (FLIPL)





Dispatching Information



- ❖ Re-dispatch according to schedule: NTV can be re-dispatched early if mission requires, POC is Mr. Yi, Hak Tong (Dispatch Office).
- ❖ The using unit driver will conduct PMCS at the TMP inspection area during dispatch or re-dispatch of the vehicle.
- ❖ When turning in vehicle: NTV must be vacuumed, washed and fuel topped off prior to turn-in.
- ❖ When submitting request for a vehicle to TMP (Mr. Yi, Hak Tong) the form must be signed by Official User (Officers or NCOICs) and Transportation Coordinator (EA Form 571).
- ❖ **An assigned vehicle will not be automatically replaced if it is in for scheduled maintenance (annual service); Transportation Coordinators must request a replacement in advance.**





Official Use



- ❖ Military operators must be in a proper military uniform (No PT uniforms or civilian clothing) unless approved by **Unit Commander** when operating an NTV per Eighth Army Reg 58-1, page 11, 13, (c). Memorandum must stay in NTV log book.
- ❖ Use of NTVs: Must be “essential for the successful accomplishment of an official function, action, or operation”.
- ❖ Use of an NTV is not authorized between Domicile To Duty (DTD) or any part of that route. **Approval authority for DTD is the Secretary of the Army and it cannot be delegated lower.**
- ❖ Vehicles cannot be parked at unauthorized locations such as **DHL, PX, Starbucks, Burger-King, Honor’s Café (DFAC) etc, unless on TDY orders. Official PX/Commissary usage must be approved by Unit Commander and TMP is notified prior to use. Place a copy of the memo on the dashboard inside of the vehicle.**
- ❖ Eating of food, smoking, drinking, or using a cellular phone is prohibited while operating an NTV.



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Official Use cont'd



NTVs will not be used to transport Army personnel and their family members to, from, or between U. S. Government facilities or commercial establishments for the purpose of conducting personal business or engaging in other activities of a personal nature.

The spouse of a Government employee may be transported in an Army motor vehicle only when accompanying the military member or civilian employee in the Government vehicle. The ordering of additional or larger vehicles to take advantage of the spouse transportation provision will be considered misuse.

When approved by the commander, Army personnel and their family members on emergency leave may be provided Government transportation to travel to the nearest commercial transportation site to ensure arrival at the port of embarkation.

Such use will be authorized beforehand to accomplish official business, and depends on space available. Must be approved using a memorandum for record submitted to the Installation Transportation Officer ONLY.



SUBJECT: Military Ball Attendance and the Use of Official Transportation

1. PURPOSE. To provide information to determine whether servicemembers may use official transportation to attend a military ball.

2. FACTS.

a. Each of the USFK service components holds an annual military ball in the Republic of Korea. These events are typically held outside of normal duty hours, at off-post venues, and are organized by a private organization.

b. The DoD Office of General Counsel, Standards of Conduct Office (DoD SOCO) has determined that military balls are not official DoD events. Because DoD SOCO is the controlling authority on ethics and personal conduct for all of the DoD, this determination applies to all DoD personnel. Consequently, military balls are planned and executed not as an official DoD (or service component) activity, but by a private organization as a social event. The attendance of distinguished guests or foreign dignitaries does not change the official nature of the event. See DoD SOCO Advisory No. 10-03, 2 April 2010.

c. The Joint Ethics Regulation authorizes the head of the DoD component to provide limited logistics support for private organization activities (such as a military ball) if certain conditions are met. The approval authority must consider the mission impact, perception issues regarding preferential treatment, and the ability to provide equitable support to other private organizations. Authorized support may include, but is not limited to, permitting a servicemember to serve as an official guest speaker to express DoD policies, a PAO photographer to record the guest speaker, supplying an honor guard to present the national colors, or a military band to play the national anthem. See JER, paragraph 3-211.

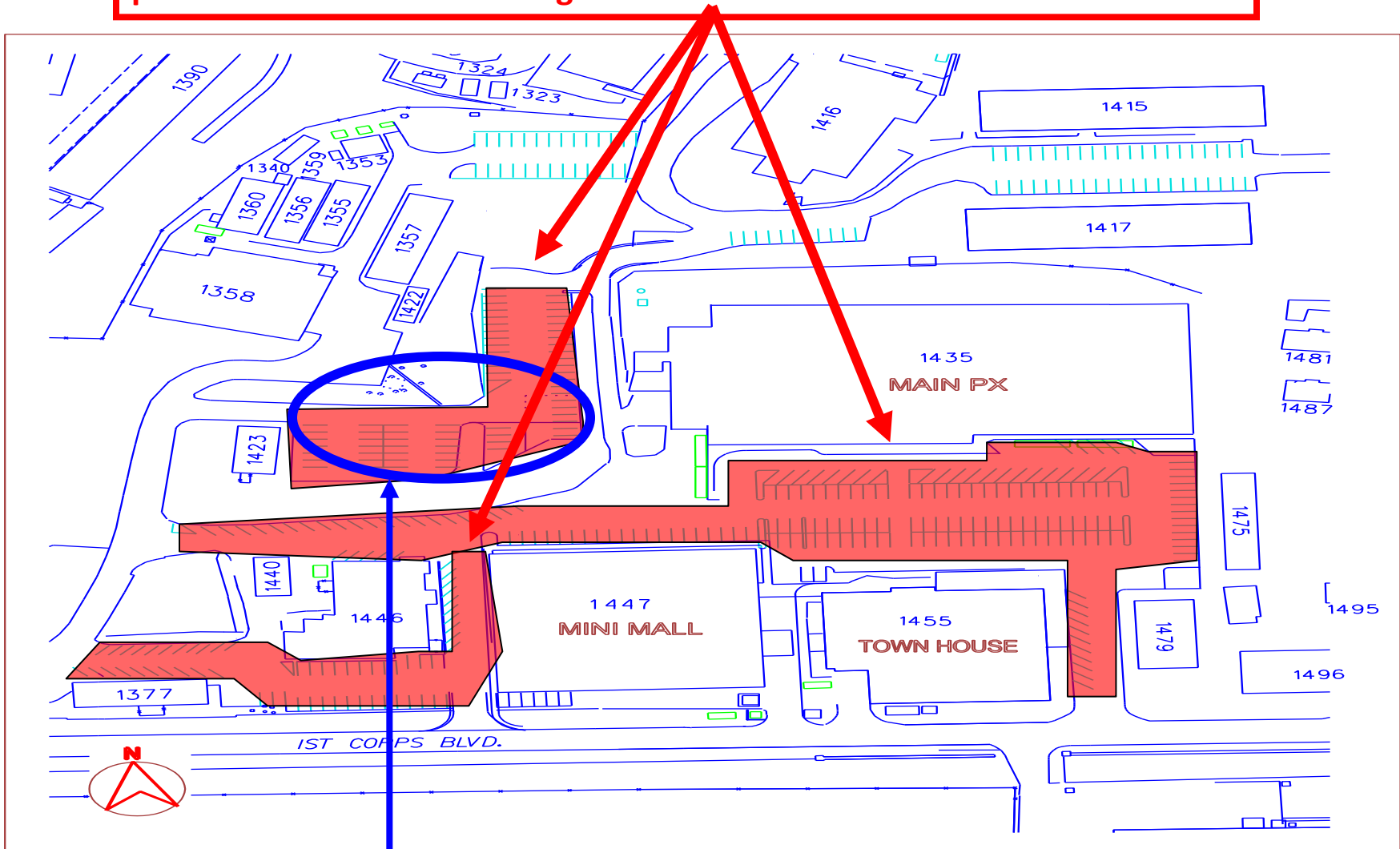
d. Statute, DoD policy, and service regulations require that GOVs are used only for official purposes. Thus, GOVs may be used to transport military and DOD civilian personnel officially participating in a private organization's event, such as a military ball. See 31 U.S.C. § 1344 and DoD 4500.36-R.

e. Because military balls do not qualify as official events, and because the JER restricts the use of GOVs for official purposes, the use of a GOV to attend military balls by personnel not providing official support, as discussed in subparagraph c, above, is not authorized.

3. POINT OF CONTACT. The point of contact is the Chief, Administrative Law Division, MAJ Johaneck, DSN 723-4232, Demaris.johaneck@korea.army.mil.


Jeffrey O. McKittrick

PX Parking– Vehicles require pre-approval from unit OIC or commander to park in these areas and pre-inform the TMP. TMP vehicles should not be parked in these areas overnight.



Personnel utilizing the AAFES training center on official business are exempt however, inform TMP by email or memorandum.

Flood Areas

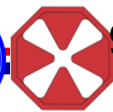


09/21/2010



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MAIN POST

VEHICLE OPERATORS ARE LIABLE FOR ANY LOSS OR DAMAGE OF VEHICLES PARKED IN FLOOD ZONES.

Minor flooding area by Bldg S-1184

Minor flooding area by Bldg S-1190 To S-1180

Major Flooding Zone: Near Bldg S-1113

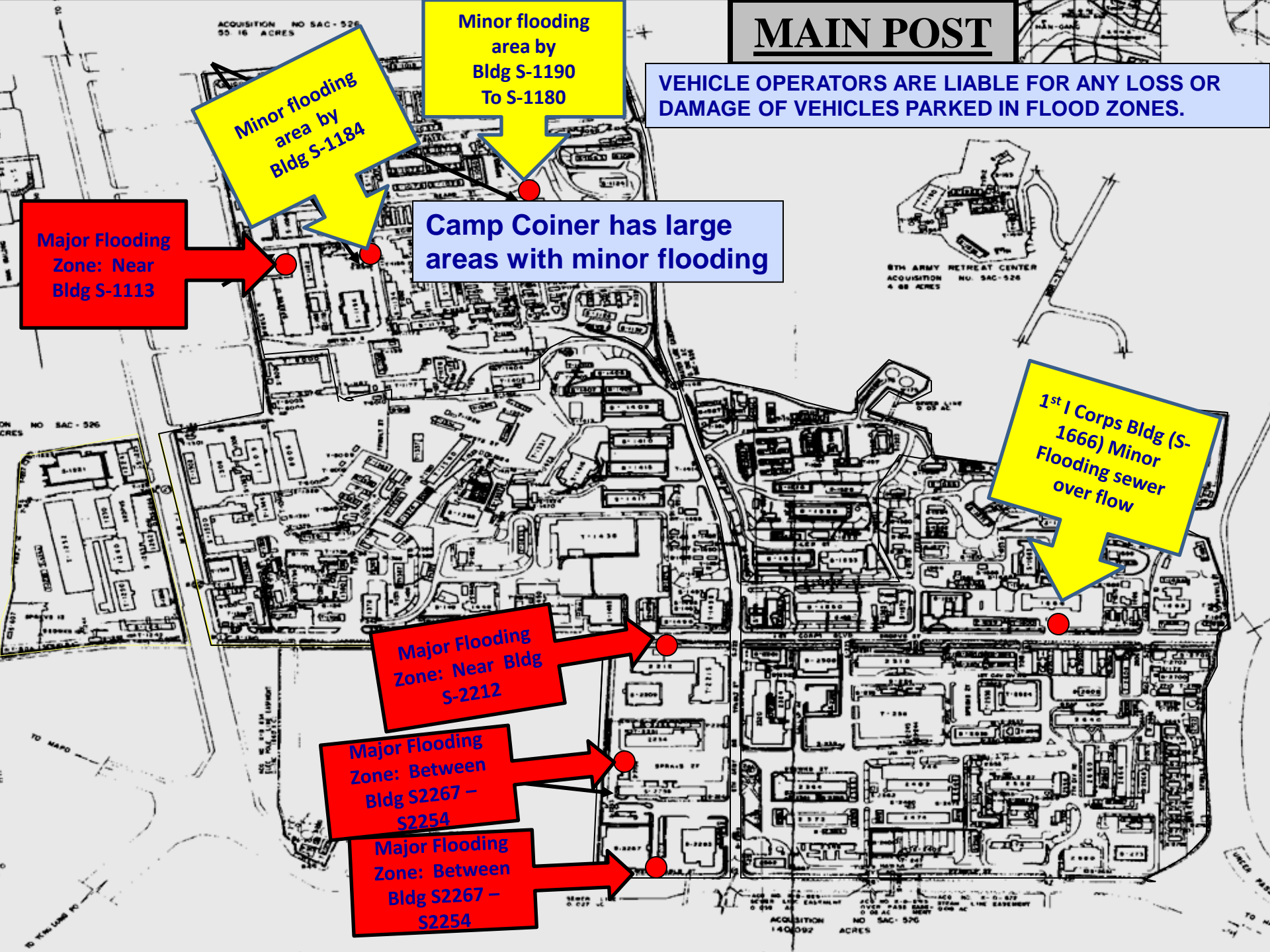
Camp Coiner has large areas with minor flooding

1st Corps Bldg (S-1666) Minor Flooding sewer over flow

Major Flooding Zone: Near Bldg S-2212

Major Flooding Zone: Between Bldg S2267 – S2254

Major Flooding Zone: Between Bldg S2267 – S2254



SOUTH POST

VEHICLE OPERATORS ARE LIABLE FOR ANY LOSS OR DAMAGES OF VEHICLES PARKED IN FLOOD ZONES.

LEGEND

PROPOSED	PERMANENT BUILDING
EXISTING	SEMI-PERMANENT BUILDING
	TEMPORARY BUILDING
	ROAD AND PARKING AREA
	CONC. SIDE-WALK
	CONC. BUSH WALL FENCE
	BRICK WALL FENCE
	RAMMED WIRE FENCE AND CHAINLINK FENCE
	CONC. COVER DITCH
	CONC. OPEN DITCH
	SP. RAP WALL W/ FENCE
	STONE
	TRUNK
	STEEL DITCH
	GATE NO.

121st Hosp
Parking Lot,
near by
Bldg
S-7092

Minor Flooding
Parking area near
by
Bldg S-7052

Minor Flooding
Near by
Bldg S-7142

Gate 19

GATE #13
Major Flooding . Use caution
when entering or exiting during
flooding period.

ACQ NO SAC-747
8 794 AC.

TOTAL ACRES OF YONGSAN GARRISON (YONGSAN MAIN SOUTH,
CAMP COVER, CAMP COM, TRAMP, AN CAMP IN WATER PLANT NO 1),
UNDER ACQ NO SAC-526 : 138 133 ACRES (EXCLUSIVE USE -
897 WAC AC, EASEMENT - 0 84 AC)

NO.	DATE	DESCRIPTION OF REVISION
1	10/20/50	INITIAL PLAN
2	11/15/50	REVISED TO SHOW FLOOD ZONES
3	12/10/50	REVISED TO SHOW GATE LOCATIONS
4	1/5/51	REVISED TO SHOW ROAD CHANGES
5	2/10/51	REVISED TO SHOW BUILDING CHANGES
6	3/15/51	REVISED TO SHOW FENCE CHANGES
7	4/20/51	REVISED TO SHOW DITCH CHANGES
8	5/25/51	REVISED TO SHOW SIDEWALK CHANGES
9	6/30/51	REVISED TO SHOW TRUNK CHANGES
10	7/31/51	REVISED TO SHOW STEEL DITCH CHANGES
11	8/31/51	REVISED TO SHOW BRICK WALL FENCE CHANGES
12	9/30/51	REVISED TO SHOW RAMMED WIRE FENCE CHANGES
13	10/31/51	REVISED TO SHOW CONC. COVER DITCH CHANGES
14	11/30/51	REVISED TO SHOW CONC. OPEN DITCH CHANGES
15	12/31/51	REVISED TO SHOW SP. RAP WALL W/ FENCE CHANGES
16	1/31/52	REVISED TO SHOW STONE CHANGES
17	2/28/52	REVISED TO SHOW TRUNK CHANGES
18	3/28/52	REVISED TO SHOW STEEL DITCH CHANGES
19	4/27/52	REVISED TO SHOW BRICK WALL FENCE CHANGES
20	5/27/52	REVISED TO SHOW RAMMED WIRE FENCE CHANGES
21	6/26/52	REVISED TO SHOW CONC. COVER DITCH CHANGES
22	7/26/52	REVISED TO SHOW CONC. OPEN DITCH CHANGES
23	8/24/52	REVISED TO SHOW SP. RAP WALL W/ FENCE CHANGES
24	9/24/52	REVISED TO SHOW STONE CHANGES
25	10/23/52	REVISED TO SHOW TRUNK CHANGES
26	11/23/52	REVISED TO SHOW STEEL DITCH CHANGES
27	12/22/52	REVISED TO SHOW BRICK WALL FENCE CHANGES
28	1/21/53	REVISED TO SHOW RAMMED WIRE FENCE CHANGES
29	2/19/53	REVISED TO SHOW CONC. COVER DITCH CHANGES
30	3/19/53	REVISED TO SHOW CONC. OPEN DITCH CHANGES
31	4/18/53	REVISED TO SHOW SP. RAP WALL W/ FENCE CHANGES
32	5/18/53	REVISED TO SHOW STONE CHANGES
33	6/17/53	REVISED TO SHOW TRUNK CHANGES
34	7/17/53	REVISED TO SHOW STEEL DITCH CHANGES
35	8/15/53	REVISED TO SHOW BRICK WALL FENCE CHANGES
36	9/15/53	REVISED TO SHOW RAMMED WIRE FENCE CHANGES
37	10/14/53	REVISED TO SHOW CONC. COVER DITCH CHANGES
38	11/14/53	REVISED TO SHOW CONC. OPEN DITCH CHANGES
39	12/13/53	REVISED TO SHOW SP. RAP WALL W/ FENCE CHANGES
40	1/12/54	REVISED TO SHOW STONE CHANGES
41	2/12/54	REVISED TO SHOW TRUNK CHANGES
42	3/12/54	REVISED TO SHOW STEEL DITCH CHANGES
43	4/11/54	REVISED TO SHOW BRICK WALL FENCE CHANGES
44	5/11/54	REVISED TO SHOW RAMMED WIRE FENCE CHANGES
45	6/10/54	REVISED TO SHOW CONC. COVER DITCH CHANGES
46	7/10/54	REVISED TO SHOW CONC. OPEN DITCH CHANGES
47	8/9/54	REVISED TO SHOW SP. RAP WALL W/ FENCE CHANGES
48	9/9/54	REVISED TO SHOW STONE CHANGES
49	10/9/54	REVISED TO SHOW TRUNK CHANGES
50	11/8/54	REVISED TO SHOW STEEL DITCH CHANGES
51	12/8/54	REVISED TO SHOW BRICK WALL FENCE CHANGES
52	1/7/55	REVISED TO SHOW RAMMED WIRE FENCE CHANGES
53	2/7/55	REVISED TO SHOW CONC. COVER DITCH CHANGES
54	3/7/55	REVISED TO SHOW CONC. OPEN DITCH CHANGES
55	4/6/55	REVISED TO SHOW SP. RAP WALL W/ FENCE CHANGES
56	5/6/55	REVISED TO SHOW STONE CHANGES
57	6/5/55	REVISED TO SHOW TRUNK CHANGES
58	7/5/55	REVISED TO SHOW STEEL DITCH CHANGES
59	8/4/55	REVISED TO SHOW BRICK WALL FENCE CHANGES
60	9/4/55	REVISED TO SHOW RAMMED WIRE FENCE CHANGES
61	10/4/55	REVISED TO SHOW CONC. COVER DITCH CHANGES
62	11/4/55	REVISED TO SHOW CONC. OPEN DITCH CHANGES
63	12/3/55	REVISED TO SHOW SP. RAP WALL W/ FENCE CHANGES
64	1/3/56	REVISED TO SHOW STONE CHANGES
65	2/3/56	REVISED TO SHOW TRUNK CHANGES
66	3/3/56	REVISED TO SHOW STEEL DITCH CHANGES
67	4/2/56	REVISED TO SHOW BRICK WALL FENCE CHANGES
68	5/2/56	REVISED TO SHOW RAMMED WIRE FENCE CHANGES
69	6/2/56	REVISED TO SHOW CONC. COVER DITCH CHANGES
70	7/2/56	REVISED TO SHOW CONC. OPEN DITCH CHANGES
71	8/1/56	REVISED TO SHOW SP. RAP WALL W/ FENCE CHANGES
72	9/1/56	REVISED TO SHOW STONE CHANGES
73	10/1/56	REVISED TO SHOW TRUNK CHANGES
74	11/1/56	REVISED TO SHOW STEEL DITCH CHANGES
75	12/1/56	REVISED TO SHOW BRICK WALL FENCE CHANGES
76	1/1/57	REVISED TO SHOW RAMMED WIRE FENCE CHANGES
77	2/1/57	REVISED TO SHOW CONC. COVER DITCH CHANGES
78	3/1/57	REVISED TO SHOW CONC. OPEN DITCH CHANGES
79	4/1/57	REVISED TO SHOW SP. RAP WALL W/ FENCE CHANGES
80	5/1/57	REVISED TO SHOW STONE CHANGES
81	6/1/57	REVISED TO SHOW TRUNK CHANGES
82	7/1/57	REVISED TO SHOW STEEL DITCH CHANGES
83	8/1/57	REVISED TO SHOW BRICK WALL FENCE CHANGES
84	9/1/57	REVISED TO SHOW RAMMED WIRE FENCE CHANGES
85	10/1/57	REVISED TO SHOW CONC. COVER DITCH CHANGES
86	11/1/57	REVISED TO SHOW CONC. OPEN DITCH CHANGES
87	12/1/57	REVISED TO SHOW SP. RAP WALL W/ FENCE CHANGES
88	1/1/58	REVISED TO SHOW STONE CHANGES
89	2/1/58	REVISED TO SHOW TRUNK CHANGES
90	3/1/58	REVISED TO SHOW STEEL DITCH CHANGES
91	4/1/58	REVISED TO SHOW BRICK WALL FENCE CHANGES
92	5/1/58	REVISED TO SHOW RAMMED WIRE FENCE CHANGES
93	6/1/58	REVISED TO SHOW CONC. COVER DITCH CHANGES
94	7/1/58	REVISED TO SHOW CONC. OPEN DITCH CHANGES
95	8/1/58	REVISED TO SHOW SP. RAP WALL W/ FENCE CHANGES
96	9/1/58	REVISED TO SHOW STONE CHANGES
97	10/1/58	REVISED TO SHOW TRUNK CHANGES
98	11/1/58	REVISED TO SHOW STEEL DITCH CHANGES
99	12/1/58	REVISED TO SHOW BRICK WALL FENCE CHANGES
100	1/1/59	REVISED TO SHOW RAMMED WIRE FENCE CHANGES

DEPARTMENT OF THE EIGHTH UNITED STATES ARMY
YONGSAN GARRISON
DIRECTORATE OF PLANNING
AREA II
INVENTORY OF MILITARY RESOURCES
ENC. 100
APPROVED BY: [Signature]
DATE: [Date]



Penalties



- ❖ Organizations or units are granted **3 working days** grace period to examine all alleged/suspected misuse of NTV.
- ❖ Once grace period expires the vehicles involved will be placed on daily dispatch (0700-1900) until the findings of the unit investigation are reported and there is satisfactory evidence that corrective action has been taken.
- ❖ **First Offense** - Vehicle placed on daily dispatch for minimum **5 working days** from the date grace period expires. Unit written response is required before full dispatch privileges are reinstated.
- ❖ **Second Offense** - within one year of 1st offense(for same or different unit-assigned vehicle) - NTV will not be re-dispatched to the unit for a minimum of **20 working days**.
- ❖ **Third Offense** - Dispatch privileges for vehicle will be **permanently revoked** and the vehicle reassigned elsewhere.





TMP POC



❖ Trans Operations NCOIC	SSG Navarro, Michael.	738-5522
❖ Vehicle Assignment	Mr. Yi, Hak Tong	738-5007
❖ Vehicle Accident	Ms. Chon, Hye Chong	738-5227
❖ Bus Coordinator (KSC)	Mr. Yu, Chin Yong	738-5103
❖ Wrecker	Mr. Yun, Hong Chol	738-4629
❖ Maintenance	Mr. Yu, Chong An	738-3348
❖ Installation Trans Officer (ITO)	Mrs. Yi, Kyu Pok	738-3249
❖ Motor Trans Officer (MTO)	Ms. Yi, Yong Sun	738-3537
❖ Installation Trans NCOIC	SFC Tavera, Gus.	736-3246





NTVs are to be used for “OFFICIAL BUSINESS ONLY”

References:

- DoD 4500.36-R “Management, Acquisition, and Use of Motor Vehicles”
- AR 58-1 “Management, Acquisition, and Use of Motor Vehicles”
- EUSA Reg 58-1 ”Movement and Use of Non-tactical Vehicles”
- USAG Yongsan Policy Letter #4-2 “Non-tactical Vehicle Policy”



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