



REPLY TO
ATTENTION OF

IMHM-ES

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON HUMPHREYS
UNIT #15228
APO AP 96271-5228

JUL - 7 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USAG Humphreys Policy Letter # 43, Registering Additional Privately Owned Vehicles (POV) and Registration for Personnel Not Entitled

1. Proponent for this policy is the Directorate of Emergency Services (DES).
2. This policy is effective immediately and remains in effect until rescinded or superseded.
3. Reference: USFK Regulation 190-1, Motor Vehicle Traffic Supervision, 10 May 2012.
4. Applicability. This policy applies to all SOFA personnel subject to USFK Regulation 190-1 requesting to register an additional or multiple vehicles that were not authorized in their movement or authorization documents and to SOFA personnel identified in USFK Regulation 190-1 as not automatically entitled to register a vehicle in USFK/ROK.
5. Purpose. To outline the procedures for requesting an Exception-to-Policy (ETP) for additional/multiple vehicle registration within a Family and granting vehicle registration to those SOFA personnel not entitled to vehicle registration in accordance with USFK Regulation 190-1. Regulating the number of additional vehicles registered on our installation is within reasonable expectations of managing the increased traffic density in support of USFK Transformation. Effective management of our increased vehicle population will ensure the unimpeded and safe traffic flow on the installation and through our installation's vehicle access control points.
6. Summary.
 - a. USFK Area/Installation Commanders have responsibility to develop and manage ETP procedures to register additional or multiple vehicles within a family and to grant vehicle registration to those SOFA personnel not entitled to register a vehicle in accordance with USFK Regulation 190-1.
 - b. Effective management of our registered vehicle population (traffic volume) on USAG Humphreys prevents significant delays both entering and exiting the installation and favorably affects the Garrison's "First Responders" ability to respond to emergency situations and ensures our community has ample non-traffic obstructing (legal) vehicle parking spaces available at our installation facilities.

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c. In accordance with USFK Regulation 190-1, regardless of SOFA privilege status, only one vehicle per sponsor may be registered with the installation's vehicle registration office. Only one (1) DBIDS vehicle registration decal is issued per SOFA Family unless there is written proof granting an ETP for additional/multiple SOFA vehicle registration. Registering additional/multiple SOFA vehicles (2nd, 3rd, 4th POV) in USFK is a privilege that personnel are not automatically entitled to.

d. In accordance with USFK Regulation 190-1, personnel not automatically entitled vehicle registration must follow the procedures established by the Area Commander to be entitled vehicle registration.

7. Request procedures for registration of additional or multiple vehicles:

a. The Sponsor (Requestor) must first obtain approval for an ETP from the first O-6 in his/her chain of command in the form of a memorandum. The subject line of this memorandum must annotate the number and type of vehicle approved by the unit-level O-6 (Examples: SUBJECT: Request Exception-to-Policy to register a 2nd POV (Car), or Request Exception-to-Policy to register a 3rd POV (motorcycle/moped)).

b. Sponsor submits the unit-level O-6 approved ETP to the DBIDS Office (Bldg 544) or CPX Gate Visitor's Center (Bldg 724) for processing (approx. 7-10 work days). Final decision determination is made by the O-6 Area Commander in which the sponsor is assigned.

(NOTE: Motorcycles/mopeds registered in addition to one (1) car do not require an ETP for 2nd POV. However, the motorcycle/moped is still defined/annotated as a 2nd POV in both the ROK and USFK vehicle registration databases. Therefore, if requesting registration for a 2nd car in addition to already having one (1) car and one (1) motorcycle registered, an ETP for a 3rd POV (Car) is required (a 2nd car and any 3rd vehicle will always require an ETP).

c. Situations that generally warrant an exception-to-policy.

(1) Spouse has part-time (20 hrs per week) or full-time employment on a USFK Installation or actively volunteers on-post. Supporting documentation (Letter of Employment/volunteer verification) must be submitted with the ETP request.

(2) Sponsor has a family member enrolled in the Exceptional Family Member Program or has a family member who is diagnosed with a serious health condition Supporting documentation must be submitted with the ETP request.

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(3) Sponsor has dependent children in ROK and is residing off-post.

(4) Joint Domicile or Dual Military couples residing off-post.

(5) Other compelling personal reasons that make an additional vehicle necessary for the family (case-by case basis). Supporting justification/explanation must be submitted with the exception to policy request.

(NOTE: DoD Dependents are not authorized vehicle registration in USFK regardless of their obtaining employment and/or possessing an additional form of Government ID (CAC). Exceptions are made to this policy in cases where each service member or DoD Civilian in a family (Sponsor & Spouse) are authorized shipment of a POV to ROK in their movement or authorization documents (funded on government orders). In cases of dual sponsorship in which a military/civilian couple shares the same household, only one person shall be appointed as the sponsor in DBIDS. Generally the senior ranking military member in the family is normally considered the sponsor).

8. Request procedures for personnel not automatically entitled vehicle registration:

a. The requester must first obtain approval from the first O-6 in his/her chain of command in the form a memorandum for vehicle registration and/or operator's permit (USFK Form 134EK; SOFA Drivers License).

b. After obtaining approval from the first O-6 in the requestor's chain of command, submit the exception to policy to the DBIDS Office (Bldg 544) or the CPX Gate Visitor's Center (Bldg 724) for processing (approx. 7-10 work days). Final decision determination is made by the O-6 Area Commander in which the requestor is assigned.

9. Procedures for personnel who transfer within Korea to USAG Humphreys and were authorized multiple vehicle registration in their previous area of assignment

a. The requester must first obtain approval from the first O-6 in his/her chain of command in the form a memorandum requesting to maintain their additional/multiple vehicle registration privileges at USAG Humphreys. Attach a copy of the approved exception to policy from the previous Area Installation Commander (e.g. USAG-Y approval for 2nd POV).

b. Submit the exception to policy to the DBIDS Office (Bldg 544) or the CPX Gate Visitor's Center (Bldg 724) for processing (approx. 7-10 work days). Final decision determination is made by the O-6 Area Commander in which the requestor is assigned.

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c. The Pyeongtaek DMV will initially grant registration/transfer of one (1) POV from the losing Area. Prior to registering additional POV(s) in Pyeongtaek/USAG Humphreys, the sponsor must first obtain an approved exception to policy for additional SOFA POV registration from the USAG Humphreys Garrison Commander IAW USFK Regulation 190-1 (Motor Vehicle Traffic Supervision).

d. Sponsor's transferring to USAG Humphreys from another area may obtain a Temporary Vehicle Pass (USFK Form 192EK) for their additional POV(s) while they process/renew their exception to policy. Temporary Vehicle Passes are only issued to those Sponsors' with an additional vehicle registered in DBIDS in the losing area of assignment. Temporary vehicle Pass may be obtained from the VRO (Bldg. 544).

10. In accordance with USFK Regulation 190-1, all rules regarding the operation of motorcycles will also apply to mopeds (minus the MSF Card). All motorcycles/mopeds regardless of size of Cubic Centimeters (CC) must be registered with the Area Vehicle Registration Office (Pyeongtaek DMV) and be registered in DBIDS to obtain a USFK Vehicle Decal.

11. Point of Contact is the USAG Humphreys Access Control Office at 753-6609/8172, or the DES Security Division at 753-5924.


JOSEPH C. HOLLAND
COL, AR
Commanding

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