



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BELVOIR
9820 FLAGLER ROAD, SUITE 213
FORT BELVOIR, VIRGINIA 22060-5928

REPLY TO
ATTENTION OF

IMBV-ES

28 December 2012

MEMORANDUM FOR US Army Fort Belvoir Personnel

SUBJECT: Fort Belvoir Policy Memorandum #23, Use of Government Vehicles by Directorate of Emergency Services Personnel

1. REFERENCES.

- a. AR 58-1, Management, Acquisition, and Use of Motor Vehicles, 10 August 2004.
- b. AR 190-11, Physical Security of Arms, Ammunition, and Explosives, 15 November 2006, RAR: 28 June 2011.

2. APPLICABILITY. This policy applies to all Directorate of Emergency Services, (DES) employees, military and civilian, engaged in law enforcement and fire protection/prevention activities on Fort Belvoir or during community assistance in accordance with local memorandums of agreement when off-post.

3. PURPOSE. This policy establishes guidance on the use of government vehicles by DES personnel including specific procedures not defined in AR 58-1.

4. POLICY.

a. AR 58-1, paragraph 2-3, specifies the use of Army-owned or controlled non-tactical vehicles are restricted to official purposes only. AR 58-1 defines official purposes as any application of a motor vehicle in support of authorized Department of Defense functions, activities, or operations. AR 58-1, paragraph 2-4 states, in part, that government vehicles must not be used for transportation to or be parked at commissaries, post exchanges (including all concessions), bowling alleys, officer and noncommissioned officer clubs, or any non-appropriated fund activity, unless personnel using the vehicles are on official government business or temporary duty travel.

Generally, DES personnel engaged in law enforcement and fire protection / prevention missions are performing official duties at all times during their shifts, unless excused by a supervisor. Therefore, they must be able to respond to emergency situations at any time, to include instances when the employee is on authorized meal breaks. Additionally, police officers are required to be armed at all times; and IAW AR 190-11, government owned weapons can only be transported in government owned vehicles. In order to accomplish this, it is imperative that DES emergency responders have a government vehicle available at all times.

“LEADERS IN EXCELLENCE”

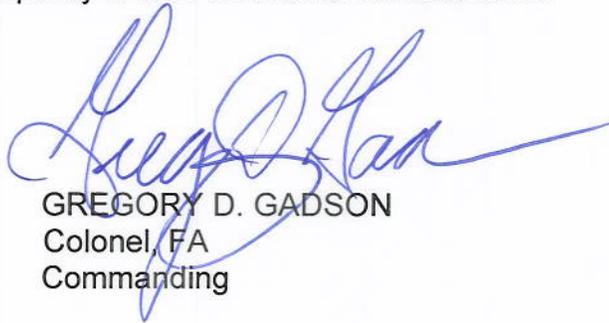
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b. For reasons stated above in paragraph 4b, and due to the critical life/safety mission performed by DES Law Enforcement and Fire personnel, DES personnel may utilize government vehicles to obtain food at on post locations when they are engaged in a DES mission which requires them to be able to respond immediately. DES Law Enforcement and Fire personnel may travel off-post, within a reasonable distance of Fort Belvoir (not to exceed a radius of two miles), to dine or obtain food at the nearest facility if all Fort Belvoir food concessions are closed. DES personnel will not spend more time than necessary to order their meal at off-post establishments. Additionally, DES personal will maintain a high level of professionalism at all times.

c. Directorate of Emergency Services personnel are encouraged to bring food to work with them. DES personnel found abusing this privilege will be subject to applicable Uniform Code of Military Justice or civilian administrative action.

5. PROPONENT. The proponent for this policy is the Fort Belvoir Directorate of Emergency Services, at 703-806-4024.



GREGORY D. GADSON
Colonel, FA
Commanding