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MSGID/GENADMIN,USMTF,2008/COMNAVSURFLANT NORFOLK VA// SUBJ/MOTORCYCLE TRAINING REQUIREMENTS// REF/A/MSGID:DOC/CNO/26JUN2012// REF/B/MSGID:DOC/CNO/30MAY2007// NARR/REF A IS OPNAVINST 5100.12J, NAVY TRAFFIC SAFETY PROGRAM. REF B IS OPNAVINST 5100.19E, SAFETY AND OCCUPATIONAL HEALTH MANUAL FOR FORCES AFLOAT.// POC/CDR DAVE HORN/SAFETY OFFICER/UNIT:CNSL/NAME:NORFOLK, VA /TEL:757-836-3079/EMAIL:DAVID.HORN@NAVY.MIL// GENTEXT/REMARKS/

1. THE PURPOSE OF THIS MESSAGE IS TO ESTABLISH CNSL MOTORCYCLE SAFETY TRAINING REQUIREMENTS FOR SERVICE MEMBERS ASSIGNED TO CNSL SUBORDINATE COMMANDS AND UNITS.
2. BACKGROUND. REF A ESTABLISHES POLICY FOR THE NAVY TRAFFIC SAFETY PROGRAM. YOUR MOTORCYCLE SAFETY REPRESENTATIVE (MSR) PLAYS A CRUCIAL ROLE IN ASSURING MOTORCYCLE OPERATORS RECEIVE THE REQUIRED TRAINING WHICH COULD SAVE THEIR LIFE.
3. MOTORCYCLE TRAINING.
 - A. LEVEL I AND LEVEL II TRAINING. ALL CNSL SERVICE MEMBERS SHALL COMPLETE THE REQUIRED LEVEL I TRAINING PRIOR TO OPERATING A MOTORCYCLE. ALL CNSL SERVICE MEMBERS WHO OPERATE MOTORCYCLES SHALL COMPLETE LEVEL II TRAINING AS SOON AS POSSIBLE AFTER SUCCESSFULLY COMPLETING LEVEL I TRAINING, BUT IN NO CIRCUMSTANCE LATER THAN 60 DAYS FOLLOWING SUCCESSFUL COMPLETION OF LEVEL I TRAINING OR UPON CHANGING THE TYPE OF MOTORCYCLE RIDDEN. CNSL SERVICE MEMBERS SHALL NOT OPERATE A MOTORCYCLE WITHOUT LEVEL I TRAINING, OR WITHOUT LEVEL II TRAINING AFTER THE 60 DAY PERIOD EXPIRES.
 - B. REFRESHER TRAINING. ALL CNSL SERVICE MEMBERS WHO OPERATE MOTORCYCLES SHALL COMPLETE THE APPROPRIATE LEVEL II OR LEVEL III REFRESHER TRAINING EVERY THREE YEARS. CNSL SERVICE MEMBERS SHALL NOT OPERATE A MOTORCYCLE WITHOUT REQUIRED REFRESHER TRAINING WITHIN THE SPECIFIED PERIODICITY.
 - C. NOTICE AND COUNSELING. CNSL SERVICE MEMBERS WHO OWN, OPERATE, OR PLAN TO OWN OR OPERATE A MOTORCYCLE SHALL RECEIVE NOTICE AND COUNSELING OF THE MOTORCYCLE SAFETY TRAINING REQUIREMENTS OF REF B, THIS MESSAGE, AND THEIR CURRENT STATUS WITH RESPECT TO OPERATING A MOTORCYCLE. PARENT COMMANDS SHALL FORMALLY DOCUMENT THIS NOTICE AND COUNSELING AS A PAGE 13 ENTRY.
4. INDIVIDUAL COMMANDS.
 - A. INCORPORATE THE MSR INTO THE UNIT CHECK-IN PROCESS.
 - B. MSR WILL VALIDATE MOTORCYCLE RIDER STATUS FOR ALL MEMBERS AND ENSURE TRAINING AND LICENSURE REQUIREMENTS ARE COMPLETED. ALL PERSONNEL WILL CHECK IN WITH THE MSR TO DETERMINE RIDER STATUS AND/OR INTENT TO OWN/OPERATE A MOTORCYCLE. DOCUMENTATION WILL SUBSEQUENTLY BE COMPLETED FOR ALL PERSONNEL USING A PAGE 13 THAT WILL BE EMAILED TO

ALL SAFETY OFFICERS. THE PAGE 13 IS ALSO POSTED ON THE CNSL SAFETY WEBSITE AT THE FOLLOWING ADDRESS:

[HTTPS://USFF.PORTAL.NAVY.MIL/SITES/SURFLANT/N41/SAFETY/DEFAULT.ASPX](https://usff.portal.navy.mil/sites/surflant/n41/safety/default.aspx),

CLICK ON THE INCIDENT REPORT FOLDER AND THE INDIVIDUAL REPORTS ARE

LISTED THERE FOR VIEWING. ALL PERSONNEL WITHOUT AN ICNSL WEB

ACCOUNT MAY REQUEST AN ACCOUNT AT:

[HTTPS://WWW.PORTAL.NAVY.MIL/REGISTRATION](https://www.portal.navy.mil/registration).

C. AS REQUIRED BY REF A, THE MSR WILL PROVIDE THE COMMANDER OR COMMANDING OFFICER WITH A QUARTERLY MOTORCYCLE SAFETY TRAINING STATUS REPORT. THIS REPORT WILL INCLUDE THE NAMES OF THOSE INDIVIDUALS WHO ARE REQUIRED BUT HAVE NOT COMPLETED TRAINING, THE REASONS THEY HAVE NOT COMPLETED TRAINING, A PROJECTED TRAINING COMPLETION PLAN INCLUDING DATE AND A LIST OF INDIVIDUALS WHO WERE SCHEDULED FOR BUT FAILED TO ATTEND TRAINING (I.E. NO SHOW LIST). IN ADDITION, THE MSR WILL PROVIDE A COPY OF THE COMMAND MOTORCYCLE DASHBOARD FROM ESAMS TO SHOW CURRENT COMMAND STATUS. THIS INFORMATION WILL BE PROVIDED AS PART OF THE QUARTERLY SAFETY COUNCIL MEETINGS REQUIRED BY REF B AND DOCUMENTED IN SAFETY COUNCIL MINUTES.

D. THE MSR SHALL ENSURE ESAMS IS UPDATED EVERY TIME A MOTORCYCLE RIDER REPORTS OR DETACHES THE COMMAND AND EVERY TIME TRAINING IS ACCOMPLISHED. REMOVING PERSONNEL WHO DETACH FROM THE COMMAND IS CRITICAL, AS PERSONNEL CANNOT BE ADDED BY ANY NEW COMMAND UNLESS THE PREVIOUS COMMAND HAS REMOVED THEM FROM THEIR LIST.

6. PERSONNEL WHO OPERATE A MOPED IN VIRGINIA THAT GOES OVER 35 MPH ARE CONSIDERED MOTORCYCLE RIDERS AND MUST BE DOCUMENTED IN ESAMS AS SUCH. IN ADDITION, THEY MUST HAVE A MOTORCYCLE LICENSE, HAVE IT REGISTERED, INSURED, AND COMPLETE MOTORCYCLE TRAINING JUST LIKE REGULAR MOTORCYCLE RIDERS.

7. ESAMS TRAINING, BY SPECIFIC TOPIC, IS AVAILABLE ON THE SURFLANT SAFETY WEBSITE AND WILL ALSO BE SENT TO ALL COMMANDS.

8. MOTORCYCLE TRAINING COMPLIANCE OR LACK THEREOF IS A DISQUALIFICATION FACTOR FOR THE CNSL SAFETY EXCELLENCE AWARD (YELLOW E). ALL COMMANDS SHALL REFLECT GREEN FOR BOTH STANDARD AND SPORT BIKE RIDER TRAINING COMPLIANCE TO BE ELIGIBLE FOR THE AWARD. ANY MOTORCYCLE MISHAP IN WHICH THE INVOLVED SAILOR WAS NOT FULLY TRAINED IN ACCORDANCE WITH REF A WILL BE REASON FOR DISQUALIFICATION FOR THE YELLOW E DURING THE CALENDAR YEAR IN WHICH THE MOTORCYCLE INCIDENT OCCURRED.

9. COMPLIANCE OF TRAINING REQUIREMENTS WILL BE MONITORED VIA ESAMS, BY ISIC OVERSIGHT EVALUATIONS, AS PART OF APPLICABLE CNSL READINESS EVALUATIONS, DURING INSURV INSPECTIONS, AND AS PART OF SAFETY CENTER SURVEYS.

10. IF COMMANDS ARE HAVING DIFFICULTY SCHEDULING TRAINING CLASSES, PLEASE CONTACT THE MESSAGE POC. ADDITIONAL TRAINING CLASSES CAN BE SET UP IF NEEDED.

11. MOTORCYCLE SAFETY AND COMPLIANCE CONTINUES TO BE A LEADERSHIP ISSUE, A COMMAND PRIORITY, AND A LONG EXISTING TRAINING REQUIREMENT THAT SAVES LIVES AND ENSURES FLEET READINESS. I EXPECT YOUR FULL ATTENTION AND IMMEDIATE INVOLVEMENT TO CLOSE THE TRAINING GAP.

12. CAPTAIN NASHOLD, CHIEF OF STAFF SENDS.// BT