



417th Base Support Battalion

Commander's Policy

Policy Number: 4-2

Proponent: AETV-WG-WK

Date: 01 July 2004

SUBJECT: Official Use of Nontactical Vehicles (NTVs)

1. REFERENCES:

- a. AR 58-1, Motor Transportation, Management, Acquisition, and Use of Administrative Use Motor Vehicles.
- b. 31 U.S.C. 1344, Passenger Motor Vehicle and Aircraft Use.
- c. Secretary of the Army Memorandum, Policy for Travel by Department of the Army Officials, 8 April 1999.
- d. Joint Federal Travel Regulations (JFTR) U7700.
- e. Joint Travel Regulations (JTR) C6000.

2. PURPOSE: To establish the Official Use of Nontactical Vehicles (NTVs) Policy for the 417th Base Support Battalion (BSB).

3. SCOPE: This policy applies to units that receive NTV support from the 417th BSB Transportation Motor Pool (TMP).

4. POLICY:

a. General:

(1) NTV use shall be restricted to official purposes only. Questions concerning the official use of a vehicle shall be resolved in favor of strict compliance with the statutory provisions governing the use of NTVs.

(2) Determination whether a particular use is for official purpose is a matter of administrative discretion and should be exercised within applicable laws and regulations. In making such a determination, consideration will be given to all pertinent factors. The transportation must be:

(a) Essential to the successful completion of an authorized mission, function, activity, or operation.

(b) Consistent with the purpose for which the vehicle was acquired.

b. The use of NTVs *will not* be authorized for the following purposes:

(1) Transporting to or be parked at commissaries, post exchanges (including all concessions), bowling alleys, officer and noncommissioned officer clubs, or any nonappropriated fund activity unless personnel using the vehicle are on official Government business or temporary duty travel (TDY). This includes errands, lunch, and to conduct personal business at any facility.

(2) Transport personnel over all or any part of the route between their domiciles and places of employment or duty.

(3) Transport individuals based on rank, prestige, or personal convenience.

(4) Use vehicles after duty hours, weekends, or holidays for non-mission essential or unapproved trips.

c. Exceptions to this policy will be dealt with on a case-by-case-basis. Examples of possible exceptions include:

(1) Transport soldiers to the airport for emergency leave.

(2) Use vehicles to go to civilian food outlets during TDY purposes when an NTV has been authorized, provided orders do not require use of government dining facilities.

(3) Transport official visitors from transportation terminals to lodging and visitation points (i.e., airport to guesthouse).

d. The servicing Staff Judge Advocate office should be consulted for legal advice when questions arise over the use of NTVs.

5. PROPONENT: 417th BSB Director of Logistics, DSN 355-1540.


THOMAS H. FASS
LTC, EN
Commanding