

**\*\*NOTE\*\*:** Masks are required and temperature checks will be conducted.

If you are currently signed up for AOB, your test date is already scheduled for that Friday.

Reschedule through this website, if you cannot make the test date FFSC suggested.

### **New POV Driver's License What to Bring**

**Active duty:** Orders, Valid U.S. Driver's License, CAC & AOB Certification

**Active duty Family Members:** Same as sponsor

**All active duty personnel under age 26 must complete one of the following courses:**

- 209-AAA Driving Improvement Program (DIP)
- 1742-Traffic Safety Training Indoctrination
- 2037-Driver Awareness Safety Training (DAST)
- 2544-Base / Installation Safety Indoctrination
- 2827-National Safety Council Defensive Driving Course
- 3918-National Safety Council (NSC) Alive at 25
- 4498-Command Safety Indoctrination which is equivalent to ("Drive for Life" No Longer Available for Use) four hour training course and provide the certificate when applying for a license.

**E4 and below MUST meet the following requirements:**

- Be command approved to live in off-base housing or military family housing (housing areas). Member will need to bring a **copy of their off-base contract or on-base housing assignment** from the Housing Office or a **copy of the Special Request chit** to move off-base signed by their Commanding Officer (CO) or Officer-in-Charge (OIC). **Waivers** to these requirements may be granted by COMFLEACT Sasebo CO on a case-by-case basis.

**USCS Civilians/Contractors:** Letter of employment with SOFA and contract expiration date, Valid U.S. Driver's License, CAC & AOB Certification

**USCS Civilians/Contractors Family Members:** Same as sponsor

### **Renewal of POV Driver's License What to Bring**

**Active Duty:** Orders, Valid Driver's License, CAC, and current CFAS License

**Active Duty Family Members:** Same as sponsor

**USCS Civilians/Contractors:** Letter of employment with SOFA and contract expiration date, Valid U.S. Driver's License, CAC & current CFAS License

**USCS Civilians/Contractors Family Members:** Same as sponsor

### **GOV License**

- Personnel who have been licensed with a POV License are authorized to drive up to a one ton or 10 passenger GOV vehicle using their POV License as a GOV operator. Anything over these limits will require additional training, endorsement and licensing requirements and must then be issued a GOV License on addition to the POV License.
- COs, OIC and/or Division Officers of military personnel or the senior supervisor of civilian personnel will submit "**Application for Vehicle Operator's Identification Card, NAVPAC 11240/10 (Rev. 10-75)**" to acquire a U.S Government Motor Vehicle Operator's Identification Card, OF-346 to COMFLEACT Sasebo Safety Department.

**Construction Equipment Operator:** Construction equipment operators must have a proper U.S. license, a completed training record for the specific equipment on which they will be licensed, or a GOJ license, plus a current medical certificate and an application for a Construction Equipment Operator License (NAVFAC 11260/1).

**Man-lift:** Man-lift operators are required to complete a "Man-lift GOV Driver License Endorsement, NAVFAC P-300" which must be signed by a CO/OIC/DH (0-4 or above) prior to being submitted to COMFLEACT Sasebo Safety.

**Forklift, Heavy Equipment Vehicle, Tractor Trailer Driver, Explosive Driver and Explosive Mechanical Handling Equipment Operator:** Forklift operator, heavy equipment/vehicle operator, tractor/trailer driver, explosive driver and explosive mechanical handling equipment operator, must hold a U.S. license, complete the training record for the specific equipment on which they will be licensed or a GOJ license, and have a current medical certificate.

**15 Passenger Van:** To obtain a GOV to operate a 15 passenger van, the member must complete all requirements on CNIC & NAVSAFCEN.

### Motorcycle License

#### **Licensing Requirements:**

- The individual will not operate a motorcycle on/off-base until an appropriate USFJ Form 4EJ motorcycle operator's permit is issued by COMFLEACT Sasebo Safety Department.
- **Certificate of completion of BRC.** To provide for effective control over possession of a motorcycle, no person will be allowed to operate a motorcycle until they have completed the BRC or equivalent course, in Continental United States (CONUS) or Outside Continental United States (OCONUS) and have a proper motorcycle endorsement on their USFJ Form 4EJ POV permit. In the event the motorcycle is to be solely operated by a SOFA sponsored family member, the sponsor does not need to be a licensed operator but will be required to provide proof demonstrating that the family member is a licensed operator.
- Every operator of a motorcycle subject to the authority of Commander, Naval Forces Japan (CNFJ) or Commander, Navy Region Japan (CNRJ) will successfully complete Commander, Navy Safety Center (COMNAVSAFECEN) approved motorcycle training **in Japan** and will pass a skills test using the MSF BRC or BRC-2 evaluation process. For newly arriving motorcycle riders with documented completion of motorcycle training (COMNAVFORJAPANINST 5800.9S), they will be required to complete the BRC-2 prior to receiving their "On/Off-Base" motorcycle endorsement. The MSRC does not meet this requirement.
- **First Time Riders** (those with no proof of prior experience of riding a motorcycle) have to complete the BRC. The individual attending the BRC for the first time will be issued a "On base only" permit on their USFJ Form 4EJ POV permit and will be required to complete 30 days and 250 kilometers of on base riding before applying for an "On/Off-base" permit. The COMFLEACT Sasebo Safety Department will record mileage on the "on-base only" permit. During which time the COMFLEACT Sasebo Safety Department will keep their license plate until the requirements are met.

#### **Motorcycle Renewals/New What to Bring:**

- **Administrative Remarks for Operating a Motorcycle/Scooter** and the **Motorcycle Rider Profile Sheet** must be completed by **both the member and MSR.**
- BRC Cards
- Orders if Active Duty/ LOE if Civilian or Contractor
- Valid Driver's License
- CAC
- CFAS License
- Registration requirements (e.g. JCI, liability insurance and receipt of current road tax payment)