



UNITED STATES MARINE CORPS
MARINE CORPS BASE HAWAII
BOX 63002
KANEHOE BAY HAWAII 96863-3002

MCBHO 5100.23 Ch 1
S-7/BSO
25 MAR 2019

MARINE CORPS BASE HAWAII ORDER 5100.23 Ch 1

From: Commanding Officer, Marine Corps Base Hawaii
To: Distribution List

Subj: MOTORCYCLE REGULATIONS

Ref: (d) MARFORPACO 5000-81.3

1. Situation. A change to the basic Order is required to provide additional guidance indicated in reference (d).
2. Mission. To notify the distribution list of a change to this Order.
3. Execution. Add the following to the references: (d) MARFORPACO 5000-81.3.

R. LIANEZ

DISTRIBUTION: A



UNITED STATES MARINE CORPS
MARINE CORPS BASE HAWAII
BOX 63002
KANEHOE BAY HAWAII 96863-3002

MCBHO 5100.23 Ch 1
S-7/BSB
8 Aug 18

MARINE CORPS BASE HAWAII ORDER 5100.23 Ch 1

From: Commanding Officer, Marine Corps Base Hawaii
To: Distribution List

Subj: MOTORCYCLE REGULATIONS

Ref: (a) DODI 6055.01, DoD Safety and Occupational Health (SOH) Program, October 14, 2014
(b) ALMAR 014/08
(c) III MEF-MCIPAC-MCBBO 5100.1
(d) MARFORPACO 5000-81.3

1. **Situation.** Over the years, motorcycling has steadily gained in popularity due to more riders returning after a long absence and active individuals seeking new avenues of adventure, as well as individuals seeking better fuel economy. This heightened popularity, combined with an increasing number of crashes and fatalities, presents a challenge to the Marine Corps. In compliance with the references, this Order revises the existing policy for motorcycle registration and training on Marine Corps Base Hawaii (MCBH).

2. **Cancellation.** Base Order 5100.22B.

3. **Mission.** This Order establishes procedures for implementing the MCBH Motorcycle Safety Program for the purpose of protecting Marines and Sailors and preserving unit readiness.

4. **Execution**

a. **Commander's Intent**

(1) This Order will be the guiding reference for all motorcycle activities for personnel assigned to MCBH.

(2) This Order will clarify the process for reducing motorcycle fatalities, injuries and property damage through the use of education, training, and enforcement.

b. **Concept of Operations.** In order to operate a motorcycle, motor scooter, moped or three-wheeled vehicle on MCBH, an operator must possess a valid operator's license, current vehicle registration, safety inspection and insurance as applicable. Military personnel must also show proof of completion of a Department of Defense (DoD) approved Motorcycle Safety Foundation (MSF) or MSF-based state-approved curriculum taught by certified instructors as applicable.

DISTRIBUTION STATEMENT: Approved for public release; distribution is unlimited.

8 Aug 18

c. Tasks

(1) Comply with the content and intent of this Order.

(2) Commanders will ensure motorcycles are properly registered and riders are trained.

d. Coordinating Instructions. Submit all recommendations concerning this Order to the Base Safety Directorate (BSD).

5. Administration and Logistics

a. The Director, BSD will administer and facilitate rider education programs.

b. The Provost Marshal's Office (PMO) will control registration of motorcycles and enforce this Order.

c. Battalion and squadron commanders of tenant activities and units will incorporate this Order into their traffic safety program procedures that support and complement this program.

d. Officers, Staff Noncommissioned Officers, Noncommissioned Officers, and managers at all levels will ensure strong emphasis is placed on motorcycle mishap prevention.

6. Command and Signal

a. Command. This Order is applicable to MCBH, U.S. Marine Corps and U.S. Navy tenant commands, and base personnel aboard MCBH.

b. Signal. This Order is effective the date signed.



R. LIANEZ

DISTRIBUTION: A

MCBHO 5100.23
8 Aug 18

LOCATOR SHEET

Subj: MOTORCYCLE REGULATIONS

Location: _____
(Indicate the location(s) of the copy(ies) of this Order.)

RECORD OF CHANGES

Log completed change action as indicated.

Change Number	Date of Change	Date Entered	Signature of Person Incorporated Change

TABLE OF CONTENTS

<u>IDENTIFICATION</u>	<u>TITLE</u>	<u>PAGE</u>
Chapter 1	MOTORCYCLE TRAINING REQUIREMENTS.....	1-1
1.	Requirements	1-1
2.	Civilian Personnel	1-1
3.	Mandatory Follow-On Training	1-1
4.	Refresher Training	1-1
5.	Personal Protective Equipment (PPE)	1-2
6.	Enrollment Requirements	1-2
Chapter 2	SAFETY STANDARDS.....	2-1
1.	Safety, Standards and Equipment	2-1
2.	Mirrors	2-1
3.	Seat and Footrests	2-1
4.	Headlights	2-1
5.	License, Registration, and Safety Card	2-1
6.	Riding Areas	2-1
7.	Children Passengers	2-1
Chapter 3	MOTORCYCLE MENTORSHIP PROGRAM.....	3-1
1.	Mentorship Battalion/Squadron Level	3-1
Chapter 4	MOTORCYCLE OWNERSHIP.....	4-1
1.	Prior to Ownership	4-1
Chapter 5	THREE WHEELED VEHICLES.....	5-1
1.	Requirements	5-1
2.	Training	5-1
3.	Personal Protective Equipment	5-1

PAGE INTENTIONALLY LEFT BLANK

Chapter 1

Motorcycle Training Requirements

1. Requirements

a. Motorcycle Training Requirements. Before operation of a motorcycle (including motor scooters and mopeds) all active duty/reserve personnel will successfully complete approved motorcycle training. This training must include an appropriate Motorcycle Safety Foundation (MSF) or MSF-based State-approved curriculum taught by certified instructors. Training will be provided at no cost to military and DoD civilian personnel. Personnel will not be charged leave to attend training. The three levels of motorcycle training are:

(1) Level 1: MSF Basic Rider Course (BRC 1/BRC (updated)), or any other “entry level” or “true novice” rider training course approved by the Commandant of the Marine Corps Safety Division (CMC (SD)) that provides the basic principles and skills of riding required to obtain a state motorcycle endorsement.

(2) Level 2: Military Sport bike Rider Course, Advanced Rider Course, BRC 2 (Experienced Rider Course) or any other intermediate or mid-level rider training approved by CMC (SD) that is designed to provide sustainment training for licensed motorcycle riders. Mopeds are not required to attend upper level training after initial Level 1 training.

(3) Level 3: California Superbike School, Advanced Motorcycle Operator School, Advanced Rider Track Day, Total Control, American Super Camp, or any other advanced rider training approved by CMC (SD) that provides motorcycle rider training that improves riding skills by providing skills practice at realistic speeds with street cornering scenarios and that simultaneously challenges the riders abilities in a controlled environment. Level 3 training meets the requirements for refresher training after Levels 1 and 2 have been completed.

2. Civilian Personnel. Civilians that are properly licensed to ride a motorcycle, motor scooter, or moped are not required to receive service sponsored training, or to prove they have taken other motorcycle training in order to operate a motorcycle on MCBH.

3. Mandatory Follow-on Training. Active duty/reserve Marines and Sailors must attend Level 2 training as soon as practical after completing Level 1 training. The intent is to train all riders within 120 days after completion of the Level 1 training as stated in reference (a).

4. Refresher Training. The recurrent training requirement will be every three years. Refresher training may include Levels 2 or 3.

5. Personal Protective Equipment (PPE)

a. Mandatory PPE. The following PPE is mandatory for all persons operating or riding as a passenger on a motorcycle, motor scooter or moped on MCBH. PPE is also required on and off installation, on and off road, in uniform or civilian attire.

(1) Helmet. A properly fastened (under the chin) protective helmet which meets the standards of one of the following: U.S. Department of Transportation, Snell Memorial Foundation, or the Economic Community of Europe.

(2) Face Shields/Goggles/Wrap Around Safety Glasses. Must be impact-resistant and free of scratches. Tinted eyewear shall not be used at night, in low light, or in limited visibility conditions. A windshield, prescription eyeglasses, or fairing alone is not considered proper eye protection.

(3) Footwear. Sturdy footwear will consist of above the ankle shoes or boots that provide support and traction when riding or when in transition of movement from a stop/starting position. Unacceptable foot wear is defined as any shoe or boot that has an open toe, open foot/heel design, extensive heel over two inches, or a total canvas or rubber material construction.

(4) Sleeves. Properly worn long-sleeved shirt or jacket. Abrasion protective outerwear is recommended and fluorescent colors and retro-reflective material appropriate to riding conditions is encouraged. Wearing of PPE in uniform is authorized.

(5) Trousers. Long-legged trousers.

(6) Gloves. Full-fingered leather/textile riding gloves.

b. Disciplinary Action. Failure to wear required PPE while riding a motorcycle is punishable under the UCMJ and may also be considered misconduct during a line of duty determination.

6. Enrollment Requirements. The following criteria must be met in order to enroll in any of the rider education courses. All participants must have command approval to attend the training. A course enrollment form can be obtained from MCBH BSD located in Building 279, first deck or downloaded from the MCBH Website on the BSD's page. The enrollment form must be filled out completely and endorsed by the participant's Officer in Charge or Staff Noncommissioned Officer in Charge. This is a prerequisite to confirm a class seat.

a. Eligibility. Enrollment eligibility requires the individual to be an active duty member of any branch of service, DoD personnel (DoD dependents not eligible), active duty dependents (must be 18 or older), and any military ID card holder (i.e. retired personnel). Unless specified in a contract, contractors are not eligible to participate. Active duty/reserve Marines and Sailors stationed aboard MCBH have priority for all scheduled classes.

b. Record of Completion. Students successfully completing motorcycle safety courses will receive a completion card. A record of course completion will be in the form of a letter forwarded to the individual's command attesting to the date and location of the course completion. Each Marine or Sailor is responsible for ensuring the appropriate course completion codes are entered into their training records.

c. Valid License/State of Hawaii Permit. Participants owning motorcycles must have a valid motorcycle operator's license with proper endorsement (all 50 states now have specific endorsement codes/classes). Participants with a valid State of Hawaii permit (Class 2) are also eligible to enroll in the rider education program. Motorcycle permits from other state jurisdictions are not valid in the State of Hawaii and therefore not valid on MCBH.

d. Registration. Current motorcycle registration or State of Hawaii vehicle permits must be in the participant's name. Borrowed or rented motorcycles are not permitted to participate in the MCBH rider education program. Powers of Attorney are also not accepted by the BSD.

e. Insurance. Motorcycles/Motor Scooters must be properly insured with the basic liability no fault insurance required by Hawaii State law.

f. Inspection. Motorcycles/Motor Scooters/Mopeds must have a current State of Hawaii Motor Vehicle Safety Inspection. In addition, the participant's motorcycle must pass an inspection of tires, controls, lights, oils and chassis (T-CLOC inspection) at the beginning of the course. The T-CLOC form is available at the BSD, Building 279 or can be downloaded from the MCBH Website on the BSD's page. It is strongly recommended to conduct a self-inspection to ensure the vehicle meets safety standards required by the curriculum.

g. Identification. Valid military identification or DOD CAC.

h. Under Age 26. Participants under the age of 26 must also provide proof of completion of an American Automobile Association Driver Improvement Program or the National Safety Council Alive at 25 course or any driver training course that has been approved by the CMC Safety Division.

PAGE INTENTIONALLY LEFT BLANK

Chapter 2

Safety Standards

1. Safety Standards and Equipment. All personnel operating or riding a motorcycle, motor scooter or moped aboard MCBH will wear PPE as outlined in Chapter 1 of this Order. MCBH military personnel are required to wear PPE while operating or riding on and off the installation, on and off road, in uniform or while in civilian attire.
2. Mirrors. Motorcycles shall be equipped with at least one rear view mirror mounted on the handlebars or fairing.
3. Seat and Footrests. Each operator and passenger will be provided with a regulation seat and footrests.
4. Headlights. All motorcycles, scooters and mopeds shall have headlights turned on whenever being operated.
5. License, Registration, and Safety Card. Riders must carry at all times a valid state driver's license with appropriate endorsement for the vehicle being operated, proof of completion of DoD approved rider course and registration. These items must be presented to the local jurisdiction having authority upon request.
6. Riding Areas. All MCBH roadways not otherwise posted are open to motorcycle, motor scooter and moped traffic. There are no off-road riding areas authorized on MCBH.
7. Children Passengers. Operators of two-wheeled vehicles, other than bicycles, will not carry passengers younger than seven years old on their vehicles.

PAGE INTENTIONALLY LEFT BLANK

Chapter 3

Motorcycle Mentorship Program

1. Mentorship Battalion/Squadron Level. All Battalion/Squadron level and above Commands per MCO 5100.19 will establish a Motorcycle Mentorship Program that incorporates a structured organization for their motorcycle rider community per reference (b).

PAGE INTENTIONALLY LEFT BLANK

Chapter 4

Motorcycle Ownership

1. Prior to Ownership. Motorcycle ownership is a significant responsibility. Prior to purchasing a motorcycle, all Marines and Sailors will consult with their leadership in advance to be certain they are aware of the responsibilities that come with ownership.

PAGE INTENTIONALLY LEFT BLANK

Chapter 5

Three-Wheeled Vehicles

1. Requirements. Operators of three-wheeled motorcycles, to include trikes; motorcycles with attached sidecars; and auto-cycles, shall comply with all local, State, and/or host nation driver-licensing, special endorsement (e.g., motorcycles (two and three-wheel), mopeds, slingshots, etc.), vehicle safety inspections, registration, and insurance requirements.
2. Training. Operators of three-wheeled motorcycles (Slingshots, etc.), shall be exempt from motorcycle safety training required by MCO 5100.19.
3. Personal Protective Equipment. All operators and passengers shall wear the required motorcycle PPE as outlined in Chapter 1 of this Order. MCBH military personnel are required to wear PPE while operating or riding on and off the installation, in uniform, or while in civilian attire.