

**26 May 1999**



**Transportation**

**VEHICLE ACCIDENT AND ABUSE PROGRAM**

**COMPLIANCE WITH THE PUBLICATIONS IS MANDATORY**

---

**NOTICE:** This publication is available electronically. Contact the Master Reference Library, 81 CS/SCPI, for assistance.

---

OPR: 81 TRNS/LGTM (Mr. Larry E. Evans)      Certified by: 81 TRNS/CC (Lt Col Elizabeth A. Moore)  
Pages: 3; Dist: F; X:  
HQ AETC/LGT

---

This instruction implements AFD 24-3, *Operation, Maintenance, and Use of Transportation Vehicles and Equipment*. It establishes the policies and procedures for managing the vehicle accident and abuse program, addressing the following definitions; authority, dispositions, and reporting procedures for military vehicle accidents and incidents of abuse. This instruction applies to all squadron commanders, vehicle control officers (VCO), vehicle control NCOs (VCNCO), and vehicle operators assigned to Keesler AFB.

**1. Terms Explained:**

1.1. Motor Vehicle Accident: Any collision, impact, or abrasion against a fixed or moving object with a government owned vehicle (GOV) which causes damage to either the GOV or the object, whether immediately noticeable or not.

1.2. Vehicle Abuse: An act or omission that has caused or may cause damage that can not be attributed to fair wear and tear under normal use. Vehicle abuse may result in safety hazards, early failure of components, or immediately detectable damage. For example, vehicle abuse may occur when an individual operator or organization:

1.2.1. Fails to accomplish operator maintenance.

1.2.2. Does not report malfunctions, defects or safety discrepancies affecting vehicle condition to vehicle maintenance.

1.2.3. Over-loads a vehicle or fails to tie down or otherwise secure cargo.

1.2.4. Tamper with governors or pollution control devices.

1.2.5. Operates a vehicle with improperly inflated tires or tires with insufficient tread.

1.2.6. Fails to protect the painted surface from oxidation and corrosion by infrequent washing, waxing, and polishing.

- 1.2.7. Fails to bring a vehicle or piece of equipment in for scheduled maintenance.
- 1.2.8. Services vehicle with incorrect fluid (e.g., diesel instead of mogas, 30W oil instead of hydraulic fluid).
- 1.2.9. Incurs wind damage by not parking vehicles into the wind “when possible,” restraining doors when opening, or leaving doors open while the vehicle is unattended.
- 1.2.10. Operates a vehicle in violation of the operator’s manual or accepted driving practices.

**2. Responsibilities:** The vehicle operator has the primary responsibility to prevent vehicle abuse/accidents. Any damage should be reported immediately by the operator to the unit’s VCO/VCNCO. The secondary responsibility rests with the unit VCO/VCNCO, who should inspect unit vehicles periodically for unreported damage and inspect each vehicle being turned in for damage repairs. Unreported damage to an Air Force vehicle clearly indicates that the unit operator or VCO/VCNCO is not inspecting vehicles properly. Documentation and tracking of accident/abuse damage are the responsibilities of Vehicle Maintenance.

**3. Procedures:** Upon determining that a vehicle accident or abuse case should be opened:

- 3.1. Vehicle Maintenance will initiate a work order, estimating the cost of repairs. Photographs will be taken of vehicle damage to aid in further investigation. The work order, along with a letter identifying the accident or abuse case, will be signed by the 81st Transportation Squadron Commander and routed through the commander of the organization assigned the vehicle in question.
- 3.2. The owning unit commander will sign a release indicating the damage has been viewed and Vehicle Maintenance has been given the “go ahead” to initiate the repair action. The unit commander has ten working days to investigate and remit a release letter.
- 3.3. When requested, an AF Form 20, **Repair Cost and Repairable Value Statement**, will be prepared by Vehicle Maintenance. The responsible unit commander will initiate a Report of Survey (ROS) to determine financial liability if there is evidence of gross negligence. For accidents involving a privately owned vehicle (POV), determinations are made through the legal office in cooperation with Security Forces and civilian law enforcement agencies (if applicable).
- 3.4. Vehicle Accident/Abuse Reimbursement: Using organizations will reimburse the 81st Transportation Squadron all parts and material costs associated with vehicle accident/abuses. Reimbursement will be accomplished through a transfer of funds from the using organization O&M account to the 81st Transportation O&M account.
- 3.5. Vehicles damaged beyond repair or determined to be not economically repairable will be turned in to the Defense Reutilization and Marketing Office (DRMO) with transfer of funds to Vehicle Maintenance for labor costs incurred while preparing the vehicle for salvage disposition.
- 3.6. If the using organization commander concludes there has not been a vehicle accident or abuse and the 81st Transportation Squadron Commander agrees with the rationale, the vehicle abuse/accident case will be closed. If the 81st Transportation Squadron Commander disagrees, the case will be forwarded to the 81st Logistics Group Commander, who will make the final determination of responsibility.

3.7. It should be noted that this instruction concerns only procedures and determination of accidents and abuse. It does not determine personal negligence nor does it assess financial liability to the individual. These issues must be handled IAW AFMAN 23-220, *Reports of Survey for Air Force Property*. Organization commanders may use the ROS process in conjunction with an accident/abuse investigation as a tool for the determination of liability in an accident/abuse allegation. Contact the unit ROS point of contact or the base ROS administrator (81 LG/QI).

3.8. In the event a vehicle is removed from service due to an accident or abuse, a replacement vehicle will not be furnished. The responsible organization will be required to use internal squadron resources in order to fill their requirements unless that unit can document a clear mission degradation will occur.

JOHN M. SPEIGEL, Brigadier General, USAF  
Commander, 81st Training Wing