



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON BAVARIA
UNIT 28130
APO AE 09114-8130

IMBV-SO

22 January 2014

MEMORANDUM FOR See Distribution

SUBJECT: United States Army Garrison Bavaria Intermediate Driver Training Letter of Instruction (LOI)

1. **Purpose.** To establish and provide the Soldiers and their chain of command the correct procedures for enrolling into the Intermediate Driver Training course (IDC).
3. **Applicability.** This policy applies to all Soldiers age 25 and below and assigned within the United States Army Garrison (USAG) Bavaria footprint.
4. **Responsibilities.** The Soldier, the first line Supervisors and the chain of command share the responsibility to ensure Soldiers in the target age group receive the mandatory IDC training pursuant to the United States Army regulations and the IMCOM- Europe ATSTP training requirements. This will be done prior to being licensed for a privately owned vehicle (POV) or a military tactical vehicle.
5. **Procedures.**
 - a. This LOI and attachment should have been provided to you your first day of arrival to your unit.
 - b. Follow the instructions on the attached Powerpoint hand-out:
 - 1) Go to the website <http://www.imcom-europe.army.mil/webs/index.html>
 - 2) Click on the "Safety" tab.
 - 3) The "Safety" tab accesses a pull-down menu. Select "ATSTP."
 - 4) Scroll down the ATSTP page until you see a table listing different ATSTP courses. Select the "Intermediate Driver Course (IDC) – 2.5 hours" under the "Title" column.
 - 5) You will access a page stating it is a "US Department of Defense Warning Statement," and select "I Accept."
 - 6) On the next page, click on "Region," and, then, select "Europe."
 - 7) A calendar will appear, but initially disregard the calendar. Next to the "Region" tab will appear a "Garrison" tab. Click on the "Select" next to the "Garrison" tab. Scroll down until you see "Grafenwoehr" and select it.
 - 8) This will make only the Grafenwoehr training calendar available. Find the "Intermediate Driver Training" on the month where you wish to attend training and click on it (most units will want you to attend training as soon as possible).

IMBV-SO

SUBJECT: USAG Bavaria Intermediate Driver Training Course LOI

9) A window will open asking you to select "Vilseck, Bldg. 166, Rm 101," do that. The location of the actual training will be provided during your orientation with ITC.

10) A form will appear which you will need to fill it out as completely as possible. A couple of items you will need to inquire of and get from your unit in order to complete the form are:

- a) Unit UIC
- b) Army HQ
- c) CO/Supervisor Email
- d) Primary and Secondary Phone Numbers
- e) Assigned Installation, and
- f) End Date of Last Deployment (if you have never deployed, leave this blank). NOTE: Coming to Germany is not a deployment.

c. The Safety Office will be inquiring about this sign-up during their ITC briefing time each Wednesday afternoon. You are required to have signed-up for the training prior to the Safety Brief.

6. **Point of Contact.** The point of contact for this LOI is the USAG Bavaria Safety Office at DSN 475-7734/ 8214 /7769.

')J&J

WILEI, J. WHITMAN
USAG Bavaria, Safety Director

To register for the Intermediate Drivers Course go to: Website
– <http://www.imcom-europe.army.mil/webs/index.html> Click on
the Safety tab.

The screenshot shows a web browser window displaying the website <http://www.imcom-europe.army.mil>. The browser's address bar and menu bar are visible at the top. The website header features the IMCOM-Europe logo on the left, the URL **WWW.IMCOM-EUROPE.ARMY.MIL** in the center, and the U.S. Army Europe logo on the right. Below the header is a navigation menu with tabs for **IMCOM-HQ**, **IMCOM-Europe SharePoint**, **AKO**, **Safety** (circled in red), **Religious Support**, **Retiree Services**, and **DoD ICE**. The main content area is titled **WELCOME TO IMCOM-EUROPE** and features a central article with the headline **Community unites to support victims, increase awareness of domestic violence**. To the left of the article is a **Region Guide** sidebar with links for **Welcome**, **Mission, Vision & Goals**, **Leadership**, **News Europe**, **Life in Europe**, **IMCOM Regions**, **Employment**, **Germany**, **BENELUX**, **Italy**, and **Command Links**. To the right is a **TOP HEADLINES** section with a list of news items. At the bottom of the page, there are social media icons for Facebook, YouTube, and Twitter, and a **FEATURED VIDEO** section. The Windows taskbar is visible at the very bottom of the image.

Under the Safety tab:
Using the "pull-down" menu, find ATSTP.
Click on the ATSTP tab.

The screenshot shows a web browser window displaying the website www.imcom-europe.army.mil. The browser's address bar shows the URL and the page title "U.S. Army in Europe | U.S. Army in Europe | U.S. Army in Europe | U.S. Army in Europe". The website header features the IMCOM Europe logo and the text "WWW.IMCOM-EUROPE.ARMY.MIL" and "INSTALLATION MANAGEMENT COMMAND - EUROPE". A navigation menu includes "IMCOM-HQ", "IMCOM-Europe SharePoint", "AKO", "Religious Support", "Retiree Services", and "DoD ICE". A "Safety" tab is selected, and a pull-down menu is open, with "ATSTP" highlighted by a red circle. Other menu items include "Safety Videos", "Working Conditions", and "Link: IMCOM-Europe Safety". The main content area shows a "TOP HEADLINES" section with several news items, including "Merist assumes command of U.S. Army Garrison Vicenza".

You should be on this page -- Army Traffic Safety Training Program (ATSTP).

The screenshot shows a web browser window with the address bar displaying `http://www.army.mil/webs/sites/staff/traffic-safety/index.html`. The browser's address bar also shows the text "U.S. Army in Europe IU-r. .g. _MCOM Europe ISa* . . . 1--". The browser's menu bar includes "File", "Edit", "View", "Format", "Tools", and "Help". The browser's status bar shows "16".

The website header features a navigation menu with the following items: Home, IMCOM-HQ, IMCOM.Europe, SharePoint, AKO, Safety, Religious SUpt:101, Retiree services, and DoDICE. The main content area is titled "Army Traffic Safety Training Program (ATSTP)".

The left sidebar contains a list of links: Home, MiniOn, VISION & Goals, Leadership, News, Europe Update, Phonebook, IMCOM Regions, Employee Links, Garrisons, Germany, BENELUX, Italy, and Command Links. The Command Links section includes: U.S. Army Europe, U.S. European Command, and U.S. Africa Command.

The main content area contains the following text:

Army Traffic Safety Training Program (ATSTP)

- Available Courses
- Motorcycle Rules and Regulations
- IMCOM-Europe Sponsor/Rider Coaches
- Contact Information
- Frequently Asked Questions (FAQs)

IMPORTANT NOTE: THERE WILL BE NO MORE COURSES OFFERED AT US ARMY GARRISONS BAOEN-WUERTEMBERG, BAMBERG, AND SCHWEINFURT.

Due to approaching closure dates and the tight budget situation, we cannot afford to provide any more Intermediate Driver Courses (DC) as well as any Motorcycle Safety Foundation (MSF) courses at the closing Garrison. Soldiers in need of IDCs and/or MSF courses, please Sign up at the Garrison for IDCs and/or MSF courses. Use the Army IMCOM Registration System (S) to ensure you will have reserved quotas at these trainings.

IMCOM-Europe is responsible for the Army Traffic Safety Training Program (ATSTP) in the European Theater of Operation. ATSTP training is required per AR 385-10 & USAREUR TASKORD 07-0260 (Army Traffic Safety Training Program) has been implemented to reduce both on and off duty traffic fatalities and goes above and beyond training required for a USAREUR SETAFISHAPE JUSAFE driver's license. Click here for additional regulations.

Effective Immediately Only Active Duty Soldiers are permitted to ATSTP contact-based Motorcycle Safety Foundation (MSF) courses per DoD 6055 04 Civilians/Contractors are exempt from the MSF training requirement (see http://www.hqsareur.army.mil/rmv/basic_pov_information.htm and scroll down to "Attention Motorcycle Owners") and may only be trained by voluntary MSF Rider Coaches off duty. Specific guidance for Italy Wfblow-1111 final publication, Civilians/Contractors must take MSF training by voluntary MSF Rider Coaches only. Note NAVSUPACTNAPIES LIST 11240.290 is

Scroll down the **ATSTP** page:
Find the below table --

Army Traffic-Safety Training Program (ATSTP).

Title	Instructional Method	Target Audience	Status
Collision Avoidance Course (4 hours)	Online (Click Here)	Soldiers and civilian drivers of AMVs/GSA fleet (AR 385.10)	Active
Introduction to Driver's Training (1 hour)	AIT Classroom Instruction	AIT Students	Provided in AIT classrooms
Local Hazards (USAREUR Drivers License, SHAPE License, USAFE License, Star License)	Classroom Drivers License training	All Soldiers and civilians	Provided at Driver Training and Testing Stations
Intermediate Driver Course (IDC) - 2.5 hours	Classroom	Soldiers under 26 years of age, includes non-drivers	Training currently being offered
MSF Basic Rider Course (BRC) (1 day/8 hours)	Classroom Instruction & Range Exercises	Soldier Motorcycle riders: Newly Licensed OR Re-entry	Training currently being offered
MSF Experienced Rider Course (ERC) (1 day/8 hours)	Classroom Instruction & Range Exercises	Soldier Motorcycle Riders	Training currently being offered
MSF Military Sportbike Course (MSRC) (1 day/8 hours)	Classroom Instruction & Range Exercises	Soldier Sportbike Riders	Training currently being offered

Click on the "Title" – **Intermediate Driver Course (IDC) – 2.5 hours.**

Once on this page:
You should be on this page
Click "Accept".



US DEPARTMENT OF DEFENSE WARNING STATEMENT

YOU ARE ACCESSING A U.S. GOVERNMENT (USG) INFORMATION SYSTEM (IS) THAT IS PROVIDED FOR USG-AUTHORIZED USE ONLY.

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG-CIKO authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests—not for your personal benefit or privacy.
- Notwithstanding the above, this IS does not constitute consent to PM, LE or CI searches or monitoring of the content of privileged communications, or work product, related to **personal** or **professional** activities of attorneys, psychoanalysts, clergy, and their assistants. Such communications and work product are private and confidential. See USG Acquisition for



On this page:
Click the drop-down **Menu** for "Region".



To view the courses offered at your garrison, select "All Regions" then select your garrison.

Select "Europe".



To view the courses offered at your garrison, select "All Regions" then select your garrison.

A calendar will appear on this page. On this page:
Click the drop-down Menu for "Garrison". Select "Grafenwoehr".

The screenshot shows the U.S. Army IMCOM Traffic Safety Training Program website. The page includes a navigation menu with options like Home, Courses, Students, Admin (Log In), Training Materials (Log In), Help, IMCOM, and Safety Center. A dropdown menu for "Garrison" is open, listing various locations. "Grafenwoehr" is highlighted in blue and circled in red. The calendar below shows dates from Sunday 24 to Friday 21. A "Courses" section is visible on the right, with a note about POC numbers. The Windows taskbar at the bottom shows the date as 12/4/2013 and the time as 4:12 PM.

Region: E/Jope

Garrison Select

- Ansbach
- Benelux
- Garmisch
- Grafenwoehr**
- Heidelberg
- Hohenfels
- Kaiserslautern
- Livorno
- Mannheim
- Schinnen
- Schweinfurt
- Stuttgart
- Vicenza
- Wiesbaden
- Experienced Rider Course

Courses

If a course is already full, look for other courses with open seats. If you can't find a course, look for other courses in blue with open seats. Don't see the course you're looking for within the next 30 days? Click here to let us know.

all the POC number provided in the popup window.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
24	25	26	27	28	29	30
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21

Introduction Driver Training

Introduction Driver Training

A calendar for Grafenwoehr will appear on this page. Click on "Intermediate Driver Training".



Region Ell"ope

• Graferr.voehr

•Courwe• Seled

11a coun1e 11already full,look for other cour1e With open 1eats. //you can't nnd a cour1e With an opening, pleaee call the POC number provided In the popup window.

Courses shown In red ...FULL. and courses In blue have open snts.

Don't sH the c oune you, - looking for within the next 30 Uys? CIIMJte, tolet us Jm!

S-tay	Tuesctav	Wedntidav	Thundav	Fridolv	s.twdav
124	2E	27	28	29	30
1	2	3	5	6	7
8	9	10	11	12	13
15	16	17	18	19	20
22	23	24	28	27	28

Additional annotations on the calendar grid:

- Red horizontal bar above the 12th and 13th of the month.
- Red 'C' icon on the 12th.
- Red dotted arrow icon on the 13th.
- Text 'IRtlmmGJ' in the top right corner of the grid.
- Text '121512013' in the top right corner of the grid.



Fill out the required information to register for the training.

Make a note of the training date and time.

At the bottom of the form, click **"Save"**. You will be registered.



Location of the training may change due to Garrison requirements. Check with the ITC personnel to confirm the training location.

G "G" - 11r, Intermediate Driver

Traint; : : : >

Start Date	12MJ2013	Start Time	13:00
Stop Date	1211212013	Stop Time	15:30
Size	30	Location	Volseck Bldg 166, Rm# 101
Regism.d	2	Address	
Pending Registrants	0		
Lead Trainer		Lead Trainer Status	Comactor

POCTet OSN (314) 496-5684

Course Description/Direction: This 2.5-hour course is mandatory for Soldiers less than 26 years of age and is designed to build upon and reinforce the traffic safety training received during initial entry training. The course reinforces a positive attitude toward driving, emphasizes individual responsibility, addresses correct response to routine and emergency driving situations, and the necessity of sharing the road safety with other road users. Commanders may direct other Soldiers to attend the training at discretion.

Soldiers, ensure you get approved from your chain of command before registering for a course.

[Print Blank Registration Form](#)

Registration Information

Save

- first Name
- Last Name
- Age
- Sex
- Last Four of SSN/10
- AntryHQ Select
- Email (AKO account is preferred)
- CCWSupervisor Email
- Primary Phone
- Second Phone
- Personnel Status Select
- Grade
- Unit

