



DEPARTMENT OF THE ARMY
HEADQUARTERS, 10TH MOUNTAIN DIVISION (LIGHT INFANTRY) AND FORT DRUM
FORT DRUM, NEW YORK 13602-5000

REPLY TO
ATTENTION OF:

AFDR-CG

9 January 2020

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum #19, Driver and Operator Standardization Program

1. References:

- a. AR 385-10, The Army Safety Program, 24 February 2017.
- b. AR 600-55, The Army Driver and Operator Standardization Program (Selection, Training, Testing and Licensing), 19 September 2019.
- c. AR 750-1, Army Material Maintenance Policy, 28 October 2019.

2. The 10th Mountain Division Drivers Training Policy objective is to ensure all military equipment operators and assistant drivers are properly trained, tested and licensed. This objective applies to all personnel assigned to the 10th Mountain Division operating military owned or leased equipment for training or deployment.

3. Brigade Commanders will delegate to subordinate commanders (battalion level) in writing the authority to train, test, and license noncommercial vehicle and equipment operators. Brigade Commanders will develop standard operating procedures (SOPs) to ensure subordinate organizations are provided clear guidance on training, certifying, and licensing operators on vehicles and equipment. Brigade Commanders will appoint, in writing, a noncommissioned officer (NCO) (SFC/E7) or above to the position of brigade Master Driver Manager to manage subordinate organization licensing programs. The Master Driver Manager is the primary advisor to the Brigade Commander for all facets of operator training. The Master Driver Manager must graduate the master driver resident course at the U.S Army Transportation School at Fort Lee, Virginia, or a TRADOC certified mobile training team (MTT).

4. Battalion Commanders will develop and publish guidance for implementing operator licensing program within the organization. Battalion Commanders will ensure vehicle and equipment operators are properly licensed and trained according to AR 600-55 and other local requirements. They will appoint, in writing, an NCO (SSG/E6) to the position of battalion Master Driver to manage the licensing program. The Master Driver is the primary advisor to the Battalion Commander. The Master Driver must be a graduate of the master driver resident course instructed by the U.S Army Transportation School at Fort Lee, Virginia, or a TRADOC certified mobile training team (MTT).

5. Company Commanders will develop and publish guidance for interviewing and selecting driver candidates. They will certify and appoint, in writing, sufficient numbers of License Instructors and License Examiners within the organization to conduct

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required training, test administration, and training validation/performance road tests. Company Commanders will ensure driver's training is provided by qualified personnel IAW AR 600-55. To ensure candidates are properly trained, Commanders will ensure:

a. All driver candidates complete the Phase I Initial Operator Classroom training and pass the written exam administered by a License Examiner that has been appointed in writing.

b. All driver candidates complete the Phase II Classroom and hands on training taught by an appointed License Instructor for each piece of equipment on which an operator is to be licensed.

c. All driver candidates complete the Phase III Training Validation/Performance Road Test, which consists of a PMCS hands-on test, vehicle controlled driving test, and road driving test to include winter drivers training certification. Phase III certification must be administered by a License Examiner that is appointed in writing and licensed on the equipment for which the trainee is being tested.

d. The License Instructor is a non-commissioned officer that is responsible for conducting Phase II equipment training, to include the classroom equipment introduction, and all hands-on training. License Instructors must be licensed to operate the vehicle or equipment they are instructing.

e. The License Examiner is a non-commissioned officer that is responsible for administering the Phase I written exam and the Phase III Training Validation/Road Test to certify a trainee is proficient at operating the vehicle or equipment. License Examiners must be licensed to operate the vehicle or equipment for which the trainee is being tested.

6. Commanders at all times will ensure vehicle crews consist of a licensed operator and a licensed vehicle commander before dispatching equipment. Vehicle commanders must have sufficient driving experience to direct the operator in any adverse driving situation IAW DIV SOP.

7. Commanders at all levels must diligently support this program to ensure our Soldiers are properly trained on the military equipment they operate and leaders are aware of their responsibilities.

8. Point of contact for this policy is the Division G4 Chief of Maintenance, CW5 Everett Johnson at 774-2613 or everett.n.johnson2mil@mail.mil and SGM John Kreifels at 774-2611 or john.m.kreifels.mil@mail.mil.

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BRIAN J. MENNES
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