



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON FORT HAMILTON
BROOKLYN, NEW YORK 11252

AMIM-HAG-ZA

Policy Letter# 21

15 July 2022

MEMORANDUM FOR All Members of the Fort Hamilton Directorate of Emergency Services

SUBJECT: Exception to Policy for Use of Non Tactical Vehicles (NTV) by First Responders on Official Duty

1. REFERENCES:

- a. Army Regulation 58-1, Management, Acquisition and Use of Motor Vehicles, Chapter 2-4c, Restrictions, dtd 23 March 2020
- b. Public Law Number 101-194, Section 503, dtd 4 May 1990

2. PURPOSE: To provide clear and concise directives on the use of non tactical vehicles by first responders to obtain meals both on and off the installation on official duty.

3. APPLICABILITY. This exception applies to:

- a. Assigned Department of the Army Civilian Police (DACP) while armed and on official Army duty.
- b. Department of the Army Fire and Emergency Services personnel on duty assigned to an emergency vehicle.
- c. All DA owned or leased and controlled NTV's.

4. POLICY. The use of Army first responder NTVs, while on official duty status to obtain meals or personal relief, is advantageous to Fort Hamilton. This will allow better response times for first responders, fewer coverage gaps caused by off duty time to turn in government property, and improved law enforcement coverage for patrol units.

5. PROCEDURES.

- a. First responders must be in an on duty status to use emergency response NTVs for obtaining meals as they are armed or in official uniformed emergency services duty status.

AMIM-HAG-ZA

SUBJECT: Exception to Policy for Use of Non Tactical Vehicles (NTV) by First Responders on Official Duty

b. First responders may use NTVs for transportation to and from non appropriated fund (NAF) facilities and activities, other government buildings, AAFES Burger King and Subway stores, and the commissary on the installation, for personal relief or meals. Responders will not consume their meals in locations on post. Meals obtained on post will be consumed in authorized DES break areas.

c. First responders may use emergency NTVs to obtain meals at locally approved locations off the installation only when government or NAF facilities are not available on the installation during the duty period. In these circumstances, the emergency responder will be allowed to obtain their meals and return to the installation. They will not consume their meals off post. Prior to departing the installation, the patrol will contact the desk and request an out of service status. The patrol can proceed after approval from the Desk Sergeant is granted. Emergency responders must be able to safely respond back to the installation within 3-5 minutes. Safely responding includes following local laws. If code is authorized, patrols, while off post, will not exceed the posted speed limit by more than 10 miles per hour. Emergency lights will be used to alert motorists that the responder is enroute to a call. Intersections will be cleared and defensive driving techniques will be employed to avoid any accidents. The following restaurants are provided only as a suggestion for patrols to obtain meals from, but are not limited to this list so long as any deviation from this list is approved by the Director, /Emergency Services, or his designated representative.

Dunkin Donuts: 94th St. and 4th Ave
Dyker Park Bagels: 86th St. and 7th Ave
Win Hing Chinese: 9816 4th Ave
Bridgeview Diner: 9011 3rd Ave
Bagel Supreme: 94th St. and 4th Ave
QQ Star: 92nd Ave and 4th Ave
7-11: 8813 4th Ave
Nino's Pizza: 9110 3rd Ave

The parameters to the exception of establishments listed will be that the patrol will travel no further north than 86th Street, no further west than 3rd Avenue, and no further east than 7th Ave. Every effort will be made to find a legal parking space prior to exiting the vehicle within one city block of the facility used. If the NTV is double parked, parking flashers will be used. The vehicle will be locked to avoid theft. It is highly recommended that the off post facility be contacted and food ordered prior to departure in order to minimize time on location. It is also highly recommended to have your food delivered when possible. Meals obtained off post will be consumed in authorized DES break areas.

AMIM-HAG-ZA

SUBJECT: Exception to Policy for Use of Non Tactical Vehicles (NTV) by First Responders on Official Duty

d. Patrols while off post will conduct themselves in a professional manner. Due to inner city location, patrols may encounter a commission of a felony crime, witness an accident, or may be called upon by a citizen for assistance.

(1) If a patrol encounters a felony being committed, that patrol will immediately call it in to the Operations Desk via radio. The Operations Desk will then contact the NYPD, 68th Precinct or the 911 system in order to report the incident. The patrol will sustain the scene in order to protect the life and safety of victims, complainants and witnesses. Patrols will not pursue a felon; rather they will gain a description and a direction in which the individual fled. Upon arrival of the NYPD, the patrol will provide information as requested. Upon completion, the patrol will return to post and debrief the Patrol Supervisor.

(2) Patrols upon witnessing a major vehicular accident with injuries will immediately call it into the Operations Desk. The Desk Sergeant will contact the 68th Precinct or the 911 system to report the accident. Patrols will keep the scene safe and render first aid if needed until emergency units arrive on scene. Patrols will provide needed information as requested. Upon completion, the patrol will return to post and then debrief the Patrol Supervisor.

(3) Any request for citizen assistance will be strictly handled by the local authorities. Advise the complainant to contact 911 for assistance.

6. AUTHORITY. The undersigned grants the Director of Emergency Services permission to suspend this policy exception at any time.

7. PROPONENT. The Directorate of Emergency Services is the proponent for this policy. The point of contact is Mr. Michael Canter at COMM (718) 630-4345/DSN232 or email at Michael.I.canter.civ@army.mil.


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Commanding

