



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON ITALY
UNIT 31401, BOX 42
APO AE 09630

AMIM-ITG-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: U.S. Army Garrison (USAG) Italy, Reserved, Designated, and General Parking Policy

1. References:

- a. Technical Arrangement between the Ministry of Defense of the Italian Republic and the Department of Defense of the United States of America regarding the installations/infrastructure in use by the U.S. Forces in Vicenza, Italy, 16 April 2008, and subsequent amendments
- b. D. Lgs. 9 Aprile 2008, n. 81, Testo coordinato con il D.Lgs. 3 agosto 2009, n. 106 - Testo Unico sulla Salute e Sicurezza sul Lavoro
- c. D. Lgs. 30 Aprile 1992 n° 285: "Nuovo Codice della Strada (CdS)" e successive integrazioni e aggiornamenti
- d. AR 190-5, Motor Vehicle Traffic Supervision
- e. AR 420-1, Army Facilities Management
- f. AER 190-1, Driver and Vehicle Requirements and the Installation Traffic Code for the U.S. Forces in Germany
- g. Technical References (see attachment 2)

2. Purpose:

- a. Establish the designated, reserved, and general parking policy for facilities within the USAG Italy area of responsibility.
- b. Keep signage standardized and to a minimum in accordance with the Italian Road Code. Existing signage not in compliance with the Italian Road Code will be enforced if clearly understandable and replaced by DPW within the next 24 months. Additionally, all posted signage must correspond to horizontal markings painted on road surfaces.

3. Applicability: This policy applies to all Armed Forces Italy (AFI) licensed Soldiers, Civilians, Family members, host nation employees, tenant units/agencies within the USAG Italy area of responsibility and visitors to any USAG Italy installation.

4. Policy: Parking throughout USAG Italy is limited; this policy establishes measures to make the most effective use and control of parking available for unit parking, customer service and authorized reserved parking.

a. Responsibilities:

(1) Commander, USAG Italy and Italian Base Commander (IBC) - The USAG Italy and IBC commanders are the authority for designation of designated and reserved parking for all USAG Italy installations. The USAG Italy Commander designates coordination for designated and reserved parking requests to the Director of Emergency Services (DES). The DES will process all requests IAW attachment 3.

(2) Director of Emergency Services (DES) – The Director of Emergency Services is responsible for identifying all available parking and validating requirements for designated and reserved parking spaces. Military Police will enforce this policy using appropriate governing regulations and according to the Italian Traffic Code.

(3) The Directorate of Public Works (DPW) – DPW is responsible for installation and maintenance of designated and reserved parking signs. DPW will remove all unauthorized signage and markings per the directive from the Garrison Commander through the DES.

(4) Commanders on Caserma Del Din will ensure all vehicles park in the two (2) designated Parking Structures and enforce the "Walking Post" concept as originally designed.

b. Authorized Designated and Reserved Parking.

(1) Except as indicated below, all parking on any installation under the control of USAG Italy is only authorized in clearly marked spaces as defined in the Italian Nuovo Codice della Strada and AR 190-5.

(2) Official Government Vehicle Parking. Official Vehicles include military and government sedans and other vehicles with official government license plates. Official government vehicle parking is available throughout Caserma Ederle to support required parking at the respective tenant unit/agency footprint. Designated parking for official government vehicles on Del Din is within the parking structures. Assigned and tenant unit/activities are authorized official vehicle parking as follows:

(a) Three reserved spaces for General/Flag Officer-level commands.

(b) Two reserved spaces for Brigade-level commands.

(c) Two reserved spaces for Battalion-level commands.

(3) Disabled Parking. Parking spaces are authorized for individuals with disabilities by the Uniformed Federal Accessibility Standards (49 FR 31528), DoD Directive 1020.1, the Americans with Disabilities Act of 2010 and the Codice Della Strada (Italian Traffic Code). USAG Italy Provost Marshal Office (PMO) issues disabled parking placards for individuals permitted to park in disabled parking. All U.S. persons are required to coordinate receipt of placards from the PMO. All Italian persons are required to obtain disabled parking placards IAW Italian laws. Vehicle owners are required to display the proper Provost Marshal USAG Italy issued handicap placard IAW AER 190-1. The placard is obtained at the PMO located in Bldg 4B, Caserma Ederle by filling out AE Form 190-1. Disabled parking for the USAG Italy footprint is designated by the Garrison commander through the DES. Designated disabled parking on Del Din is on the first floor of the parking structures or in designated locations outside of the parking structures. Disabled placards issued by the PMO are only recognized on USAG Italy installations.

(4) Key Personnel Parking. USAG Italy limits key billet parking to the following personnel based on unit authorizations:

(a) General/Flag Officers and civilian equivalents, and their Command Sergeants Major (CSM).

(b) Command selection list (CSL) brigade and battalion organizations and their DA appointed CSM or Italian equivalents assigned to support USAG Italy. Provisional commanders and Sergeants Majors (SGM) are not authorized designated spaces.

(c) Deputy Commanders of brigade-level organizations are authorized one reserved parking space.

(5) Expectant mothers must obtain placards at the USAG Italy Health Clinic and display placards in their vehicles while parked in expectant mothers parking spaces. Expectant mothers parking is provided as a courtesy and is not enforceable under the Italian Traffic Code.

(6) Families of the Fallen Parking: Gold Star Families. Gold Star Family Designated parking is authorized and limited to Army Community Service and marked front-door customer service locations (e.g. AAFES/Commissary). Designated spaces are managed by the DES and designated with a Gold Star sign at the parking space. Gold Star families must obtain a placards from the USAG Italy Survivor Outreach Services (SOS) and display placards in their vehicle while parked in designated parking spaces. The USAG Italy SOS office coordinates issuance of Gold Star Families

designation placards to the PMO for enforcement purposes. Gold Star Family parking is provided as a courtesy and is not enforceable under the Italian Traffic Code.

(7) VIP Guest Parking. Guest parking is authorized for tenant units or activities and utilized as directed by the respective commanders, directors or civilian equivalents. Guest parking is authorized as follows:

- (a) Two reserved spaces for General/Flag Officer-level commands.
- (b) One reserved space for brigade level commands.
- (c) No reserved VIP spaces for battalion level commands and below.

(8) Privately owned vehicles (POVs) for sale. POVs for sale are not authorized to park overnight on any USAG Italy installation except if the vehicle is parked at the owner's residence (Family quarters or barracks), being used for primary transportation, or if the vehicle is registered to park in the USAG Italy BOSS Resale Lot. There are 12 authorized parking slots at the POV resale lot behind the Ederle Shoppette.

(a) Owners register POVs for sale with the installation BOSS office at Bldg 249 (Outdoor Recreation). The BOSS office receives vehicle and owner information, registration fee and issues the parking pass. The pass lists the owner's information to include unit and contact information. The installation BOSS office provides a POV resale lot on the south side of Bldg 243 (AAFES Express).

(b) BOSS POV sale lot passes are required to be displayed on the dashboard and be parked in one of the twelve (12) designated parking numbered spots. Owners are required to maintain current registration and proof of insurance.

(9) Long term parking/storage of vehicles.

(a) Authorized garrison long term parking locations are identified IAW attachment 1 of this policy.

(b) Community members requiring long term parking must register the vehicle with the PMO, USAG Italy. Required information for a long-term parking pass is vehicle make, model, plate number, duration, and parking location.

(c) Storage of any type of trailer is not authorized on any USAG Italy installation.

(1) Ten parking spaces will be marked as reserved for personnel on medical TDY and using the medical shuttle bus services. Individuals going on medical TDY and utilizing the Landstuhl Medical Shuttle will park along on the Caserma Ederle West Wall road adjacent to the Vicenza Army Health Clinic. Parking passes are obtained from Patient Administration at the Vicenza Health Clinic and displayed on the vehicle

dashboard. The Medical TDY parking passes must be displayed on the driver's side dashboard or the vehicle will be treated as an abandoned vehicle. Lack of display will result in receipt of DD Form 1408 (Armed Forces Traffic Ticket) and potential impoundment.

(e) The remainder of the West Wall road is designated as overflow for medical TDY personnel if the reserved spaces are full. Personnel are required to follow the same procedures as those in the reserved spaces to prevent their vehicle from being misidentified as abandoned.

(f) AAFES contracted rental car company is authorized 24 parking spaces in the easternmost portion of the Commissary parking lot.

(10) Barracks parking is reserved for Soldiers that reside in the barracks on Caserma Ederle. Buildings 5 A/B, 6 A/B, 7 A/B, 8 A/B, 100, 101, 104, 105, 106, 107, 109, 170, 173 and 180 are reserved for Soldiers of those barracks. Parking for all others in the vicinity of the barracks buildings will use parking lots near Bldg 1 and the South of the Alps DFAC.

c. Non-operational vehicles will only be parked in the following areas:

(1) DFMWR Auto Skills Center is the designated non-operational vehicle parking area and is the responsible organization to issue non-operational parking passes IAW the requirements of this policy. Vehicles must be within the facility's secured fence line. POV owners must register with the Auto Skills Center before parking vehicles in the secured area and pay the storage fee. Vehicles located outside this designated area for more than 14 consecutive days are classified abandoned and will be towed at the owner's expense.

(2) AAFES Auto Repair Garage on Caserma Ederle, with a copy of the work order and the non-operational decal and placard in the window.

(3) Unit motor pool, with the approval of the unit commander and the DFMWR generated non-operational decal and placard in the window.

(4) Any vehicle parked and left unattended for 5 calendar days or longer outside of the TDY long term parking areas or properly registered and parked IAW this policy will be treated as abandoned. Such vehicles will be towed to a temporary storage space maintained by the PMO in approved impound yards. If unclaimed, the PMO will adhere to the USAG Italy Abandon Vehicle Policy.

d. Time Limited Parking:

(1) Time limited parking applies to all military personnel, civilian employees, contractors, and visitors who park their vehicles within the USAG Italy jurisdiction.

(2) Parking Time Disc Requirement:

a. All vehicles parked in designated time limited parking areas must prominently display a parking time disc on the dashboard or windshield.

b. The parking time disc shall indicate the vehicle arrival time and set to the nearest quarter-hour at the time the vehicle was parked.

c. Failure to display a valid parking time disc will constitute a violation of this policy.

d. Violators will be issued a DD Form 1408 or Italian Traffic Ticket in accordance with USAG Italy regulations.

e. Other Parking Restrictions:

(1) All tenant unit TMP vehicles, not allocated parking locations in accordance with this policy, will be parked inside the parking structures on Del Din or at their unit Headquarters on Caserma Ederle.

(2) Requests for exception to policy due to unique requirements or mission demands will be submitted through the DES to the Garrison Commander for consideration.

(3) Parking or stopping vehicles on lawns, seeded areas, on curbs or in front of a lowered curb known as a "half curb," sidewalks within 5 meters of an intersection or crosswalks is not authorized. Parking or stopping in a place that clearly interferes with ongoing operations or movement of traffic or that threatens public safety or convenience is not authorized, unless specifically authorized by posted signs. Penalties for U.S. persons will be assessed IAW AER 190-1 and AR 190-5. Penalties for Italian or other country persons will be assessed IAW the Italian Traffic Code.

(4) Parking of Motorcycles or Mopeds on any sidewalk is not authorized. Parking is only authorized in designated spaces. Motorcycles will make every attempt to park in the designated motorcycle spaces at facilities with marked motorcycle spaces on the installations.

(5) Parking POV or TMP vehicles in spaces specifically designated for motorcycle parking is unauthorized.

f. Enforcement and Monitoring

a. Personnel authorized to enforce this policy include Military Police, SETAF Carabinieri, or designated representatives operating under the control of the respective law enforcement organization.

b. These personnel have the authority to verify compliance, issue citations, and initiate towing procedures as deemed necessary.

c. Appeals for those who receive a DD Form 1408 may be presented in writing to the USAG Italy Provost Marshal in memorandum format or in person. Any appeal must be requested through the Operations Officer at DSN 314-646-5322.

d. The PMO is the responsible unit for assessing points against an Armed Forces Italy (AFI) driver license. The PMO will assess points for TMP licenses for all drivers regardless of country of citizenship. Point assessment will be IAW AER 190-1 with the exception of the following:

(1) Three points will be assessed for any person parking in a disabled parking space without a placard issued by the PMO or Italian authorities.

(2) Any person who is assessed 6 or more points for parking violations within 12 consecutive months will have their AFI driving privileges suspended for a minimum of 30 but not to exceed 90 calendar days.

5. Driver license suspensions and revocations:

a. The Provost Marshal is delegated responsibility to act as the suspension authority for all AFI driver licenses. Suspensions will follow procedures established in AR 190-5 and AER 190-1.

b. Any suspension of AFI driver licenses or driver privileges will be entered into the Defense Biometrics Identification System (DBIDS) as a flag to call law enforcement with the caveat detailing the suspension or revocation period.

c. All rebuttals will be submitted to the suspension authority within 10 calendar days of being notified of the suspension or revocation. The suspension authority will have an additional 10 calendar days to review the rebuttal and all supporting documentation and return their decision to lift or maintain the suspension or revocation.

d. All rebuttal appeals will be submitted through the suspension authority and addressed to the Deputy Garrison Commander (DGC) within 10 calendar days of the rebuttal determination. The DGC will have an additional 10 calendar days to review the rebuttal appeals and all supporting documentation and return their decision to lift or maintain the suspension or revocation. Their determination is final.

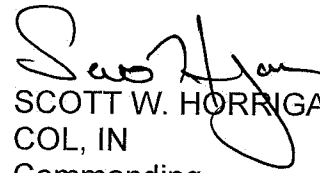
e. Restricted driving privileges may be requested but are not guaranteed. All requests for restricted driving privileges will be submitted to the suspension authority and include specific locations where the request must drive. Consideration for restricted driving privileges will be given only to mission essential locations or health and welfare locations. If there is another AFI licensed driver in the home, restricted privileges will

not be granted justification of family hardship that exceeds the family's ability to maintain a safe or healthy environment.

f. All suspensions or revocations issued to AFI licensed drivers by Italian or other European country law enforcement agencies will be reciprocated by the suspension authority. In such circumstances, restricted driving privileges is prohibited and the suspended driver is solely responsible to petition the courts of the suspending country to obtain restricted privileges or have their license reinstated.

g. Commanders may exercise suspension authority over their assigned military personnel only, however any suspension will be IAW referenced regulations and will be reported to the Provost Marshal Office. The Provost Marshal will serve as the appeal authority for any driving suspension ordered by a commander.

6. Point of contact for this Garrison Policy is the Directorate of Emergency Services, DSN 646-5319 or CIV 0444-71-5319.


SCOTT W. HERRIGAN
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Commanding

3 Encls

1. Designated Long-Term Parking
2. Technical References
3. Reserve Parking Request Process
4. List of Authorized Reserved Unit Parking Areas

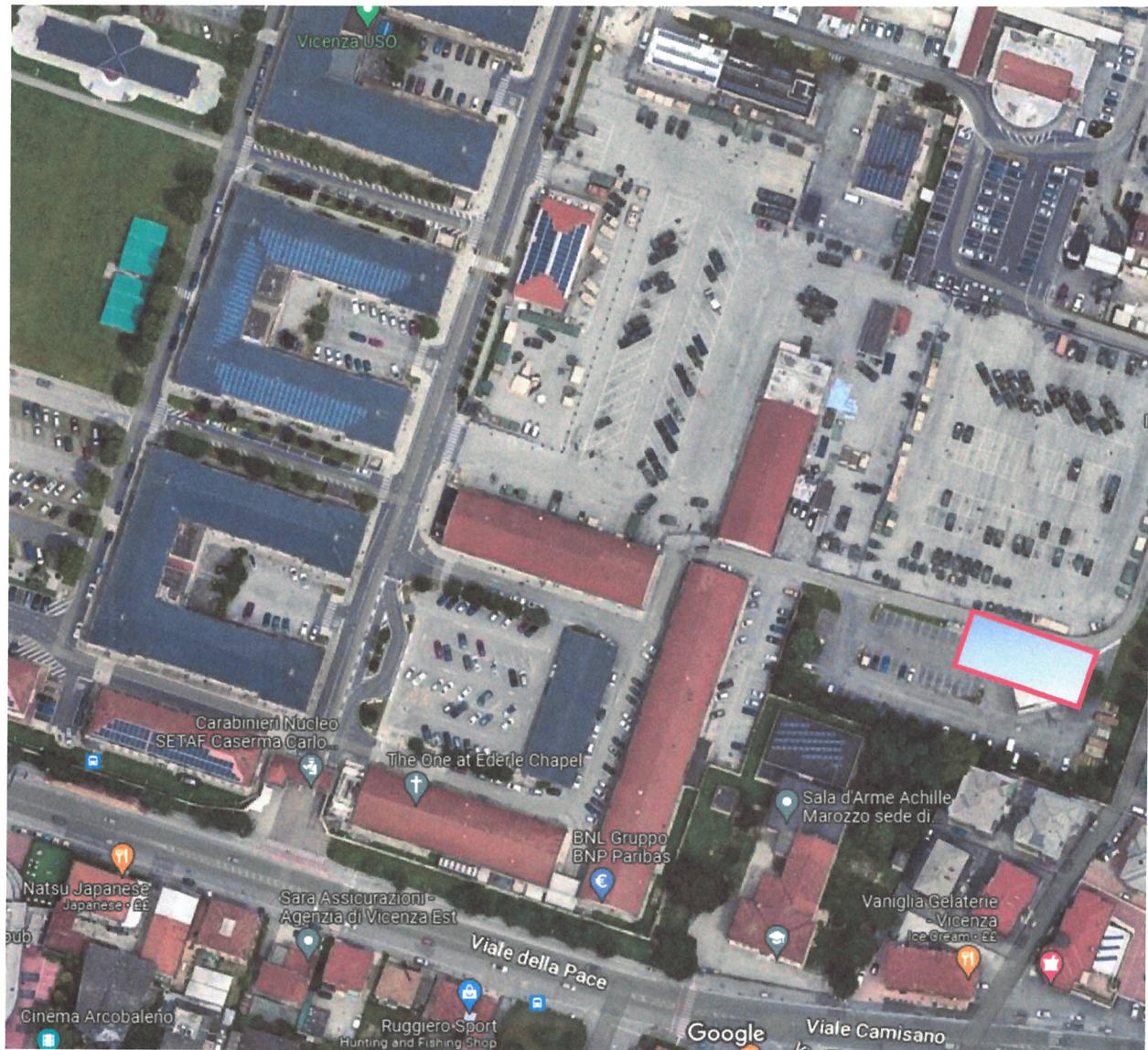
Attachment 1

Medical TDY



Medical TDY long term parking authorized along the West fence line vicinity of the VMC

Ederle Long Term Parking



Ederle long term TDY/Schooling parking authorized in center parking lot East of Building 28.

Del Din Long Term Parking



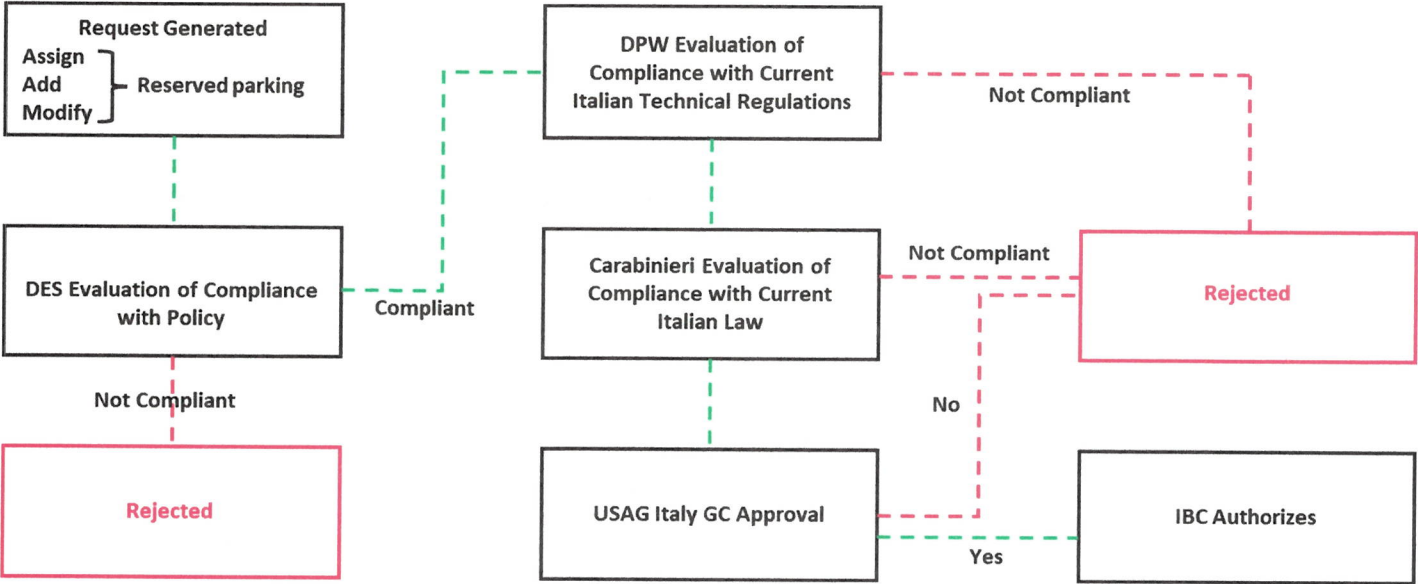
Long term parking for TDY/Schooling is authorized for the top two floors of the Del Din parking structures.

Attachment 2

Technical References:

- a. D.P.R. 16 dicembre 1992, n. 495: "Regolamento di esecuzione e di attuazione del nuovo CdS" e successive integrazioni e aggiornamenti;
- b. D.M. 5 novembre 2001 n. 6792: "Norme funzionali e geometriche per la costruzione delle strade";
- c. Decreto 22 aprile 2004, n. 67/S. Modifica al decreto 5 novembre 2001, n. 6792, recante "Norme funzionali e geometriche per la costruzione delle strade" (artt. 1-2);
- d. Bozza al 21 marzo 2006: "Norme per gli interventi di adeguamento delle strade esistenti";
- e. D.M. 14 giugno 1989, n. 236: "Prescrizioni tecniche necessarie a garantire l'accessibilità, l'adottabilità e la visibilità degli edifici privati e di edilizia residenziale pubblica sovvenzionata e agevolata, ai fini del superamento e dell'eliminazione delle barriere architettoniche";
- f. D.P.R. 24 luglio 1996, n. 503: "Regolamento recante norme per l'eliminazione delle barriere architettoniche negli edifici, spazi e servizi pubblici";
- g. DGRV 6 settembre 2011, n. 1428: "Aggiornamento delle "Prescrizioni tecniche atte a garantire la fruizione degli edifici residenziali privati, degli edifici residenziali pubblici e degli edifici e spazi privati aperti al pubblico, redatte ai sensi dell'art. 6, comma 1, della LR 12/07/2007 n. 16" approvate con DGR n. 509 del 2/03/2011. (L.R. 16/07, art. 6, comma 1)";
- h. CNR 15 dicembre 1992, n. 150 "Norme sull'arredo funzionale delle strade urbane"

Attachment 3



Attachment 4

Reserved parking spaces

| Caserma Ederle | | |
|---------------------------|-----------------|-------------------------|
| Position Title | Location | Number of Spaces |
| CG SETAF-AF | Bldg 1 | 1 |
| DCG SETAF-AF | Bldg 1 | 1 |
| CSM SETAF-AF | Bldg 1 | 1 |
| COS SETAF-AF | Bldg 1 | 1 |
| DCOS SETAF-AF | Bldg 1 | 1 |
| IBC/SENITOF | Bldg 1 | 1 |
| ITA CSM | Bldg 1 | 1 |
| ITA Duty Vehicle | Bldg 1 | 1 |
| Distinguished Visitor | Bldg 1 | 2 (+4 removeable) |
| XO SETAF-AF | Bldg 1 | 1 |
| ADC SETAF-AF | Bldg 1 | 1 |
| | | |
| CDR USAG Italy | Bldg 109 | 1 |
| DGC USAG Italy | Bldg 109 | 1 |
| CSM USAG Italy | Bldg 109 | 1 |
| Garrison TMP | Bldg 109 | 3 |
| Distinguished Visitor | Bldg 109 | 1 |
| | | |
| CDR 207 MI BDE | Bldg 2 | 2 |
| CSM 207 MI BDE | Bldg 2 | 1 |
| | | |
| CDR 414 Contracting | Bldg 3 | 2 |
| DCDR 414 Contracting | Bldg 3 | 1 |
| CSM 414 Contracting | Bldg 3 | 1 |
| | | |
| CDR 1/503 IN BN | Bldg 103 | 1 |
| CSM 1/503 IN BN | Bldg 103 | 1 |
| | | |
| CDR 509 SIG BN | Bldg 1 | 1 |
| CSM 509 SIG BN | Bldg 1 | 1 |
| | | |
| SETAF Carabinieri | Bldg 4B | 1 |
| SETAF Carabinieri | Bldg 4B | 1 |
| | | |
| CDR 207 MI | Bldg 2 | 2 |
| CSM 207 MI | Bldg 2 | 1 |
| | | |
| CDR Vicenza Health Clinic | Bldg 2310 | 1 |

| | | |
|---------------------------|-----------|---|
| CSM Vicenza Health Clinic | Bldg 2310 | 1 |
| | | |
| CDR Vicenza Dental Clinic | Bldg 2310 | 1 |
| CSM Vicenza Dental Clinic | Bldg 2310 | 1 |
| | | |
| Military Judge | Bldg 4B | 1 |
| SJA | Bldg 161 | 1 |
| | | |
| CDR 307 MI BN | Bldg | 1 |
| CSM 307 MI BN | Bldg | 1 |
| | | |
| CDR 522 MI BN | Bldg 8 | 1 |
| CSM 522 MI BN | Bldg 8 | 1 |

| Caserma Del Din | | |
|------------------|----------|------------------|
| Position Title | Location | Number of Spaces |
| CG SETAF-AF | Bldg 8 | 2 |
| DCG SETAF-AF | Bldg 8 | 2 |
| CSM SETAF-AF | Bldg 8 | 1 |
| COS SETAF-AF | Bldg 8 | 1 |
| DCOS SETAF-AF | Bldg 8 | 1 |
| POLAD SETAF-AF | Bldg 8 | 1 |
| SENITOF/IBC | Bldg 8 | 1 |
| XO SETAF-AF | Bldg 8 | 1 |
| ADC SETAF-AF | Bldg 8 | 1 |
| Carabinieri | Bldg 8 | 1 |
| ITA Duty Vehicle | Bldg 8 | 2 |
| | | |
| CDR 173 BDE | Bldg 8 | 2 |
| CSM 173 CSM | Bldg 8 | 1 |
| | | |
| CDR 2/503 IN BN | Bldg 14 | 1 |
| CSM 2/503 IN BN | Bldg 14 | 1 |
| | | |
| CDR 54 BEB | Bldg 14 | 1 |
| CSM 54 BEB | Bldg 14 | 1 |
| | | |
| CDR 54 BSB | Bldg 14 | 1 |
| CSM 54 BSB | Bldg 14 | 1 |
| | | |
| HHBN CDR | Bldg 76 | 1 |
| HHBN CMS | Bldg 76 | 1 |

AMIM-ITG-ZA

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| Villaggio | | |
|----------------|----------|------------------|
| Position Title | Location | Number of Spaces |
| Principal VES | Bldg 700 | 1 |
| Principal VMS | Bldg 700 | 1 |
| Principal VHS | Bldg 701 | 1 |
| | | |