



**DEPARTMENT OF THE ARMY**  
UNITED STATES ARMY NONCOMMISSIONED OFFICER ACADEMY  
2E SHERIDAN ROAD  
FORT BLISS, TX 79916-6501

ATSS-CDA

1 July 2020

MEMORANDUM FOR ALL ASSIGNED/ATTACHED PERSONNEL,  
NONCOMMISSIONED OFFICER ACADEMY

**SUBJECT: Motorcycle Mentorship Program (Policy Letter #7)**

1. Reference:
  - a. Army Regulation 385-10, The Army Safety Program
  - b. Fort Bliss Regulation 385-10, Fort Bliss Safety Program
  - c. ATP 5-19, Risk Management
  - d. DODI 6055.04, DOD Traffic Safety Program
  - e. Standing Order 07 (Fort Bliss Motorcycle Safety Program)
2. Purpose: To outline the Commandant's policy on motorcycle safety and certification program.
3. Effective immediately, all Soldiers assigned or attached to the NCOA who own and operate a motorcycle with the intention of operating it on Fort Bliss/Biggs Army Airfield will contact the NCOA Motorcycle Mentorship Program NCOIC and will enroll in the required Motorcycle Safety Foundation Course (MSF) that they may need to operate a motorcycle on any Army installation per AR 385-10. The courses required are Basic Riders Course (BRC), Experienced Riders Course (ERC), and Military Sports Rider Course (MSRC).
4. Soldiers will complete the MSF Course within 10 days of arrival or within 10 days of purchase. Upon completion of the MSF Course, Soldiers will provide documentation to their immediate supervisor and the NCOA Motorcycle Mentorship Program NCOIC. The NCOA Motorcycle Mentorship Program NCOIC will report to the NCOA First Sergeant to keep accountability of personnel with motorcycles in the NCOA.
5. Motorcycle Personal Protective Equipment (PPE): Mandatory wear for all active duty operating motorcycles, mopeds, or ATVs on Fort Bliss installation. Soldiers must notify their respective chain of command within 48 hours of purchasing a motorcycle, moped, or ATV.
  - a. Helmets: Certified helmets that meet DOT standards and chinstraps must be properly fastened under the chin.

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- b. Eye Protection: Impact or shatter-proof goggles, wrap around glasses, or full face shields attached to the helmet are the approved methods of eye protection for PPE.
  - c. Footgear: Leather (over the ankle) boots.
  - d. Clothing: Long sleeved shirts or jackets, long trousers, and full fingered gloves or mittens.
6. Motorcycle Mentorship Program: The NCOA Motorcycle Mentorship Program NCOIC will ensure he/she receives training to be certified as a Motorcycle Safety Foundation (MSF) instructor.
7. Supervisors will provide the NCOA Motorcycle Mentorship Program NCOIC a DA Form 4856 focusing on Motorcycle Safety Awareness for each Soldier that owns and operates a motorcycle.
8. All assigned personnel desiring to purchase/ride a motorcycle will be required to familiarize themselves with the contents of the Fort Bliss Motorcycle Safety Policy, be counseled by the NCOA Motorcycle Mentorship Program NCOIC on motorcycle safety requirements, and subject their motorcycle, its registration/insurance, and their certification documents to the NCOA Motorcycle Mentorship Program NCOIC for inspection and validation.
9. All assigned personnel will adhere to Standing Order 07 (see enclosure).
10. POC for this memorandum is the undersigned at 568-2440.

MONTAE M. CLARKE  
CSM, USA  
Commandant