



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
UNITED STATES ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, U.S. ARMY GARRISON-YONGSAN  
UNIT #15333  
APO AP 96205-5333

15 MAY 2017

IMYN-ZA

## UNITED STATES ARMY GARRISON YONGSAN (USAG-Y) POLICY LETTER # 50

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Exceptions to Policy (ETP) for Privately Owned Vehicles and Drivers Licenses

1. **REFERENCE:** United States Forces Korea (USFK) Regulation 190-1, Motor Vehicle Traffic Supervision. 10 May 2012.
2. **PURPOSE:** To establish guidelines to govern requests for ETP for privately owned vehicles and drivers licenses.
3. **APPLICABILITY:** This memorandum applies to all individuals covered under the Status of Forces Agreement (SOFA) who work or reside within US Army Garrison Yongsan (USAG-Y).
4. **GENERAL:** Only one privately owned vehicle (POV) may be registered with a USFK motor vehicle recorder and only one duty-free POV may be owned by SOFA status personnel. Driving privileges and ownership of POV fall into two categories: those IAW USFK Regulation 190-1, and exceptions to USFK Regulation 190-1 granted by the Garrison/Area Commander. Personal convenience is not a basis for approval of a request for an exception.
  - a. Personnel granted the privilege of owning and operating a POV IAW USFK Regulation 190-1 fall into one of the following categories:
    - (1) Personnel in a command sponsored status regardless of grade. (Note: Personnel having partial command sponsorship are included, if authorized by sponsorship orders).
    - (2) Personnel in a Joint domicile status authorized a POV on orders (only one vehicle can be registered per family, even if both military).

IMYN-ZA

SUBJECT: Exceptions to Policy for Privately Owned Vehicles & Drivers Licenses

(3) A member of the US Armed Forces in the grade of E-7/Sergeant First Class, (US Army and US Marine Corps); Master Sergeant (US Air Force); Chief Petty Officer (US Navy); or as otherwise stated above.

(4) Department of the Army (DA) Civilians in the grade of GS5 or above, USFK technical representatives, and invited contractors.

(5) U.S. citizens or third country nationals employed by invited contractors, who have SOFA privileges.

(6) Any member of USFK or its civilian component authorized shipment of a POV at government expense.

b. An ETP to own and operate a POV for individuals not authorized by the categories contained in paragraph 4(a) above, or individuals desiring a second POV or driver's license, will be reviewed on a case-by-case basis. The following criteria will be used in evaluating requests:

(1) Extreme family hardship or medical condition that can only be solved through the ownership of a POV, second POV, or driver's license.

(2) Critical nature of the individual's work that substantially contributes to the accomplishment of the military mission. Individuals holding key positions as listed in Command Policy # 51, (Reserved Parking on USAG Y Installations) fall into this category.

c. While a motorcycle (50cc and larger) is treated as a POV, for the purpose of the one duty-free rule (Paragraph 4(a) above), motorcycles do not count. Thus, a person meeting all the requirements of this policy may register a motorcycle as a 2d POV without obtaining an exception to policy.

d. The following documentation must accompany the request:

(1) Individual's request, detailing the reason(s) for the exception to policy request, should indicate command sponsorship status. Personnel requesting an exception for driver's license for E-6 and below (to include their family members) will provide documentation as required by USFK Regulation 190-1.

(2) Endorsement(s) from the individual's chain of command (to include an O-6 commander) for POV and second POV. Endorsement(s) from commander (in the grade of O-5 or above) for exceptions to driver's licenses for USFK service members in the grades of E-6 and below (to include their family members) who are non-command sponsored.

IMYN-ZA

SUBJECT: Exceptions to Policy for Privately Owned Vehicles & Drivers Licenses

(3) Requests based on medical reasons must be accompanied by official medical documentation.

(4) For a request involving severe impairment of unit mission, it is necessary to document the past expenditure of TDY funds for use of the individual POV.

(5) ETP request for POV or driver's license will be limited to two submissions within a six-month period. Requests that are submitted without the proper documentation, to include chain of command endorsement, will be returned without action.

e. Temporary ETP for Parking Status may be granted for individuals selling, buying or repairing their POV. Exceptions in this category authorize individuals to register a POV for parking only.

f. The USAG-Y Driver's Testing Office will ensure that only those service members in the grades of E-6 and below and /or their family members who have an approved ETP or an O-5 commander's approval Command Sponsorship receive a POV operator's license.

g. Approved ETP requests are valid until the original DEROS. Individuals submitting for a DEROS extension will be required to submit another ETP NLT 30 days prior to their original DEROS. An ETP is a privilege and may be cancelled immediately upon violation of traffic laws. Approved ETP request are not an authorization to ship a POV at government expense.

5. Requests for exception to policy or questions regarding the policy should be addressed to the Commander, USAG Y, ATTN: Directorate of Emergency Services at 738-4361/4603.



J. SCOTT PETERSON  
COL, CA  
Commanding

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