



REPLY TO  
ATTENTION OF:

**DEPARTMENT OF THE ARMY**  
US ARMY INSTALLATION MANAGEMENT COMMAND, PACIFIC REGION  
HEADQUARTERS, UNITED STATES ARMY GARRISON, HAWAII  
851 WRIGHT AVENUE, WHEELER ARMY AIRFIELD  
SCHOFIELD BARRACKS, HAWAII 96857-5000

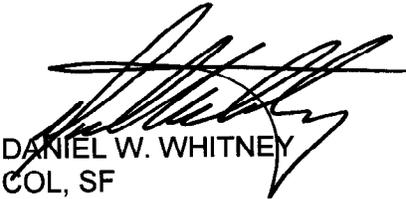
26 SEP 2012

IMPC-HAW-ZA

MEMORANDUM FOR All Military Personnel and Department of Defense (DoD) Civilian Employees and DoD Contractors within United States Army Garrison, Hawaii (USAG-HI) Installations

SUBJECT: Policy Memorandum USAG-HI-26, Dispatching General Services Administration (GSA) Non Tactical Vehicles (NTVs)

1. Reference. AR 58-1, Management, Acquisition, and Use of Motor Vehicles, 10 Aug 04.
2. Purpose. To ensure that all GSA NTVs are dispatched monthly.
3. All GSA NTVs will be dispatched monthly. Activities failing to dispatch GSA Directorate of Logistics (DOL) NTVs monthly will be subject to having their vehicle repossessed by the DOL. The DOL Fleet Manager will give the unit a warning after 45 days; after 60 days, the vehicle will be repossessed and returned to the Transportation Motor Pool.
4. In order to reclaim a repossessed GSA NTV, unit leadership must provide a written explanation to the Fleet Manager outlining the reasons for the failure to dispatch the NTV and corrective action taken to prevent future occurrences. If approved for recurring dispatch status, the activity will be on a probationary period for 90 days. After 90 days the probation will be removed. If approved for reinstated recurring dispatch status and the activity fails to dispatch the NTV regularly (every 30 days) within the 90 day probation period, the NTV will be repossessed and must be dispatched on a weekly basis for a period of 90 days. After completion of this probationary period, the NTV will be reinstated to full recurring dispatch status with monthly dispatch requirements.
5. This policy supersedes Policy Memorandum USAG-HI-26, SAB, dated 15 Sep 10 and remains in effect until cancelled or superseded in writing.
6. The point of contact for this policy is the DOL Fleet Manager or the Chief, Plans and Operations Division, 656-1962.

  
DANIEL W. WHITNEY  
COL, SF  
Commanding

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