



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

SEP 19 2012

IMPC-HAW-ZA

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

SUBJECT: Policy Memorandum USAG-HI-49, USAG-HI Non-tactical Vehicle (NTV) Utilization Standard

1. Reference Army Regulation 58-1, Management, Acquisition, and Use of Motor Vehicles, 10 Aug 04.
2. Applicability. This policy applies to all Soldiers, Civilians, contractors, and other personnel who manage, acquire, and use Army-leased or otherwise controlled NTVs on US Army installations, facilities, or work sites in Hawaii.
3. Purpose. This policy guidance reflects the new USAG-HI NTV utilization criteria. It will be used to determine the assignment and retention of garrison-provided and funded vehicles within the USAG-HI area of responsibility.
4. Policy. The Army policy at reference uses a mileage-utilization standard to determine the effective use of passenger-carrying and general-purpose NTVs. Based on the small island landmass in Hawaii, the USAG-HI standard for establishing and maintaining NTV assignments will be based on three measures of NTV utilization: monthly miles driven, percentage of days in a month that the NTV is available and used, and criticality of use.
 - a. The NTV utilization percentage in Hawaii is based on the following criteria:
 - (1) The number of days that the NTV is available for use. This is based on the number of calendar days each month, including holidays. Days that the vehicle is in maintenance are excluded.
 - (2) The number of days used. This is based on the number of days that the dispatch indicates the vehicle was actually driven.
 - (3) The utilization percentage is calculated by dividing the number of days the vehicle is driven by the number of days the vehicle is available for use. The minimum monthly use percentage is 80 percent. All NTVs that fall below this percentage for three consecutive months will be identified and analyzed for potential return to the

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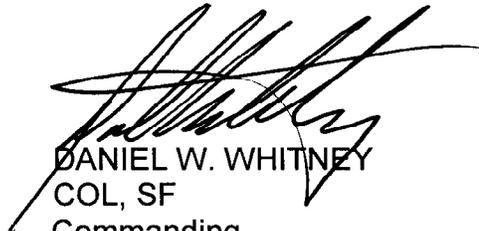
garrison Transportation Motor Pool (TMP) or turn-in to the federal source of supply. The Army monthly mileage standard, daily driving patterns and the criticality of use will be taken into consideration when the utilization percentage is borderline.

b. The criterion for criticality of use is established to recognize mission-essential requirements. Under this criterion, users are permitted to justify failure to meet minimum utilization criteria based on the critical-mission shortfalls that would be caused by the loss of an assigned NTV. Vehicles that support missions such as Military Police, Emergency Medical Services, and Physical Security are a few examples of vehicles that reflect the essential nature of the NTV assignment.

c. When utilization data indicates underutilization, the garrison TMP manager and DOL will conduct further analysis to determine the appropriate dispatch status and disposition of the vehicle.

5. This policy supersedes Policy Memorandum USAG-HI-49, SAB, dated 16 Nov 10 and remains in effect until cancelled or superseded in writing.

6. The point of contact for this action is the USAG-HI Transportation Officer, DOL, 656-4963/2391 or Director, DOL, 656-2400.



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