



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 96857-6000

SEP 19 2012

IMPC-HAW-ZA

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

SUBJECT: Policy Memorandum USAG-HI-50, Unit Reimbursement for Accident and Negligence Damage to Non Tactical Vehicles (NTVs)

1. Reference. AR 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 guidance reflects the new USAG-HI NTV accident and negligence reimbursement policy.
4. Policy. USARPAC and USAG-HI units, tenant activities, and staff elements will reimburse USAG-HI for the loss of or billable damage to General Services Administration (GSA) leased NTVs when those vehicles are used for DoD missions, functions, activities, or operations.
 - a. The using unit, activity, or staff element responsibility for the NTV at the time of the accident or incident will bear full financial responsibility for the loss of or damage to the GSA vehicle.
 - b. The using unit, activity, or staff element will be billed for the total cost of damages resulting from neglect or abuse of assigned or issued NTVs. This includes costs for moving and repairing vehicles
 - c. When an NTV is damaged beyond repair, the unit, activity, or staff element will be charged the fair market value of the vehicle.
 - d. The using unit, activity, or staff element will not be held responsible for damages caused by:
 - (1) A negligent or willful act of a party other than the unit, activity, or staff element (or the employee of that unit, activity, or staff element) if the identity of the party can be reasonably established.

IMPC-HAW-ZA

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(2) Mechanical failure of the vehicle if the using unit, activity, or staff element (or its employee) was not negligent. Proof of mechanical failure must be provided.

(3) Normal wear and tear that is expected in the operation of a similar vehicle.

5. The following procedures must be followed when a vehicle is lost or damaged:

a. The using unit, activity, or staff element must send DD Form 448 (Military Interdepartmental Purchase Request) to the USAG-HI Transportation Motor Pool (TMP) within 30 workdays after receiving a copy of the bill from GSA or the GSA-approved vendor. The USAG-HI TMP will ensure that the using unit, activity, or staff element receives the bill within 5 workdays after receiving it from the GSA billing office.

b. If the using unit, activity, or staff element does not send the DD Form 448 within 30 days, then the TMP will send a memorandum to the head of the unit, activity, or staff element stating that they are not in compliance with AR 58-1 and this policy memorandum. The consequences of noncompliance are listed below:

(1) If the using unit, activity, or staff element does not send the DD Form 448 within 10 workdays after being informed in writing, then the servicing TMP will refuse to dispatch any recurring-dispatch vehicles.

(2) If the using unit, activity, or staff element does not send the DD Form 448 within 20 workdays after being informed in writing, then the servicing TMP will require all GSA leased vehicles to be returned to the TMP until the DD Form 448 is received.

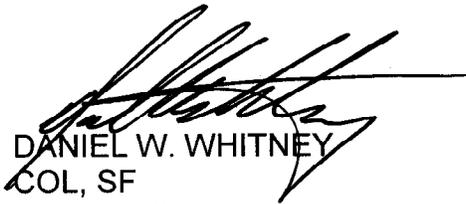
6. This policy does not relieve commanders of any unit or activity from ensuring Financial Liability Investigations of Property Loss or other appropriate investigations are completed.

7. This policy supersedes Policy Memorandum USAG-HI-50, SAB, dated 16 Nov 2010 and remains in effect until cancelled or superseded in writing.

IMPC-HAW-ZA

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8. The point of contact for this action is the USAG-HI Fleet Manager, 656-0111 or the Chief, Plans and Operations, 656-1962.



DANIEL W. WHITNEY
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Commanding

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