

DEPARTMENT OF THE ARMY
HHD 181ST TRANSPORTATION BATTALION
DRIVERS ACADEMY
APO AE 09166

AETV-SCS-TD

8 FEBRUARY 2000

MEMORANDUM FOR: V Corps Units ATTN: Training/Schools NCOIC

SUBJECT: Army Motor Vehicle Instructor Course Requirements (Non 181st Trans Bn Units)

1. Soldiers that attend the Army Motor Vehicle Instructor (AMVI) course outside the 181st Transportation Battalion are required to meet specific criteria before attending this course. The purpose of the AMVI course is to train students on how to instruct and license soldiers in their units. Soldiers selected to attend this course should be the best that your units have. WE DO NOT LICENSE soldiers during this course on any type of equipment. Soldiers who attend this course must be licensed on tactical vehicles prior to attending. Listed below are the requirements to attend this course.
 - a. Must be in the rank of Sgt or above. (or have a grade waiver signed by Company Commander and Battalion Commander)
 - b. Must be licensed on Army Motor Vehicles (AMVs) in their unit/battalion.
 - c. Have an OF-346 and DD Form 348 in their possession reflecting vehicles licensed on. ULLS versions of these are acceptable.
 - d. No at-fault AMV accidents within the past 2 years.
 - e. No DUI's or record of disciplinary action within the past 2 years
 - f. Be recommended by their commander in memorandum format.

2. Students drivers packet will consist of the following:
 - a. Commanders Interview
 - b. Letter of Recommendation from their commander.
 - c. ULLS version of DD Form 348 (Drivers Qualification Record). Current miles must be present. Must have Stamp from USAREUR POV Testing stamp on it as proof that you have taken the USAREUR POV test and have passed it.
 - d. OF 346 (Drivers License)
 - e. A minimum of 3,000 accident free miles in present unit.(Waived to 1,000 by Battalion Commander)
 - f. Duty appointment orders assigning them as AMVI in their present unit signed by the company commander.
 - g. Grade waiver if SPC or below.

3. If these items are not with the student's driver's packet, the student will be returned to his/her unit. The Drivers Academy must receive the student's driver's packet no later than one week or 5 working days prior to class start date in order to check for completeness.
4. Student will take the USAREUR German Law and Road signs test the first day of class. They need to study Usareur Pamphlet 190-34 prior to attending.
5. Here is an additional list of items each student must bring:

BDU's	minimum of 2 ea. in good taste
Boots	2 pair (1 pair can be Gortex, seasonal)
PT uniform	complete with running shoes, gloves, black cap and road guard belt.
Gortex jacket	serviceable with appropriate rank attached
Wet weather Gear	to include boots for outdoors-inclement weather training
ID Tags	2 ea.
Linen	sleeping bag or bedding
6. POC for this memorandum is the undersigned at 380-4419/4729 or FAX: 380-9710.
7. "Standards Start Here!"

JAMES M RHODES
SSG, USA
Drivers Academy NCOIC

Attached:
1- Example copy of Drivers Packet
1- Copy of class dates

ARRANGE PACKET IN THIS ORDER:

**1.MILEAGE WAIVER FROM BATTALION
CDR (IF APPLICABLE)**

**2.LETTER OF RECOMMENDATION
FROM COMPANY COMMANDER**

3.COMMANDER'S/DRIVERS INTERVIEW

**4.DUTY APPOINTMENT ORDERS
ASSIGNING THEM AS DRIVER
INSTRUCTOR IN UNIT.**

**5.COPY OF DRIVERS LICENSE (ULLS
VERSIONS ARE ACCEPTABLE)**

**6.COPY OF DA FORM 348 (ULLS
VERSIONS ARE ACCEPTABLE)**

DEPARTMENT OF THE ARMY
YOUR UNIT
YOUR APO

YOUR OFFICE SYMBOL

DATE

MEMORANDUM FOR 181st Transportation Battalion Drivers Academy

SUBJECT: Waiver for Mileage under 3,000 miles (AMVI)

1. I recommend that SPC John J. Doe, 123-45-6789, be waived for mileage and be able to attend the Army Motor Vehicle Instructor (AMVI) course, Class # (insert from class dates), to be trained as an AMVI. SPC Doe has accumulated (insert current miles found on 348) accident-free miles while assigned or attached to (insert your unit) and I am waiving the remaining miles necessary to qualify for training. In my opinion, SPC Doe is the best candidate to take on this role as AMVI and will support my unit in all aspects of AMV training.
2. POC for this memorandum is the undersigned at (your DSN number and fax/e-mail)

**BATTALION COMMANDERS
SIGNATURE BLOCK***

*If battalion commander is not present, then a copy of the assumption of command orders must accompany this memorandum for person who signs in his/her place.

DEPARTMENT OF THE ARMY
YOUR UNIT
YOUR APO

YOUR OFFICE SYMBOL

DATE

MEMORANDUM FOR 181st Transportation Battalion Drivers Academy

SUBJECT: Letter of Recommendation (AMVI)

2. I recommend that SPC John J. Doe, 123-45-6789, be able to attend the Army Motor Vehicle Instructor (AMVI) course, Class # (insert from class dates), to be trained as an AMVI. SPC Doe has demonstrated that he/she has the knowledge necessary to properly train and/or license the soldiers in my command on safe driving practices associated with operating Army Motor Vehicles (AMV's) in USAREUR. SPC Doe has accumulated (insert current miles found on 348) accident-free miles while assigned or attached to (insert your unit) and has no record of disciplinary action, including DUI/DWI's in the past two (2) years. In my opinion, SPC Doe is the best candidate to take on this role as AMVI and will support my unit in all aspects of AMV training.
2. POC for this memorandum is the undersigned at (your DSN number and fax/e-mail)

COMMANDERS SIGNATURE BLOCK*

*If commander is not present, then a copy of the assumption of command orders must accompany this memorandum for person who signs in his/her place.

DRIVERS PACKET

SOLDIER's NAME: _____

UNIT: _____

DATE: _____

**TYPE OF VEHICLES
QUALIFIED TO OPERATE**

<u>M210</u>	<u>1TON</u>
<u>M923/25</u>	<u>5TON</u>
<u>M931/A2</u>	<u>5TON</u>
<u>M871</u>	<u>22 1/2 TON</u>
<u>M969/A1/A2</u>	<u>5K TNKR</u>
<u>M1074/75 PLS</u>	<u>28TON</u>
<u>M1076</u>	<u>8 1/2 TON</u>
<u>M1070 HET</u>	<u>30 TON</u>
<u>M1000</u>	<u>70 TON</u>

YOUR UNIT
COMMANDERS INTERVIEW CHECKLIST

NAME: _____ RANK: _____ DOB: _____ AGE: _____

SSAN: _____ UNIT: _____ DOA _____

MOSC: _____ DUTY POSITION: _____

EDUCATION LEVEL: _____

BACKGROUND INFORMATION:

1. DO YOU HAVE A CIVILIAN DRIVER'S LICENSE? (YES) (NO)
FOR HOW LONG? _____
2. HAVE YOU HAD A PRIOR MILITARY VEHICLE LICENSE? (YES) (NO)
FOR WHAT TYPE VEHICLE? _____
FOR HOW LONG? _____
3. HAVE YOU EVER RECIEVED A DWI? (YES) (NO)
4. DO YOU HAVE A CURRENT USAREUR POV LICENSE? (YES) (NO)
5. DO YOU WEAR GLASSES? (YES) (NO)
6. ARE YOU TAKING ANY MEDICATIONS? (YES) (NO)
IF YES, WHAT? _____
7. DO YOU HAVE ANY HEARING IMPAIRMENT, OR ANY OTHER CONDITIONS
WHICH MAY AFFECT YOUR DRIVING PERFORMANCE? (YES) (NO)
IF YES, WHAT? _____
8. HAVE YOU EVER BEEN INVOLVED IN ANY MILITARY ACCIDENTS?
EXPLAIN: _____

9. HAVE YOU HAD ANY MOVING VIOLATIONS? (YES) (NO)
IF YES EXPLAIN: _____

10. HAVE YOU HAD ANY PREVIOUS OPERATOR OR MAINTENANCE TRAINING? (YES) (NO)
IF YES, EXPLAIN:

11. DO YOU HAVE ANY PERSONAL OBJECTION TO BECOMING A MILITARY VEHICLE OPERATOR? (YES) (NO)
IF YES, EXPLAIN:

DATE: _____

SUPERVISORS
SIGNATURE BLOCK

CPT, TC
Commanding

*If commander is not available, then his delegated representative can sign in his place and assumption of command orders must be attached to this form.