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STATE OF WEST VIRGINIA  
 ADJUTANT GENERAL'S DEPARTMENT  
 CHARLESTON 25311

SECRET

6 January 1987

WV MILITARY REGULATION (ARMY)  
 NUMBER 600-55

Series 54

PERSONNELDRIVER/OPERATOR, SELECTION, TRAINING, TESTING & LICENSING1. REFERENCES:

- a. AR 600-55 - Motor Vehicle Driver Selection, Testing and Licensing
- b. FM 55-30 WC/2 - Army Motor Transport Units and Operations
- c. FM 21-17 - Driver Selection Training and Supervision, Tanks  
 Combat Vehicles
- d. TB 600-1 - Procedures for Selection, Training, Testing and  
 Qualifying Operators of Equipment Systems (Excluding  
 Selected Watercraft and Aircraft)
- e. TB 600-2 - Procedures for Selection, Training, Testing and  
 Qualifying And Licensing Construction Equipment,  
 Material Handling Equipment and Armor Vehicle Launched  
 Bridge (ALVB) Operators

2. Purpose: This regulation establishes policy and standard procedures for the selection, training, and licensing of personnel to become qualified vehicle drivers and equipment operators in the West Virginia Army National Guard

3. Scope:

a. Every person operating a military vehicle for the West Virginia Army National Guard must possess a valid State (State of Residence) Drivers License in addition to having a valid Government Permit, OF 346, US Government Motor Vehicle Operators Identification Card (Until the OF 346 becomes available through the supply system, SF 46, US Government Vehicle Operators Identification Card, may still be used) secured under the provisions of AR 600-55.

b. Commanding Officers are responsible for Selection, training, testing, and licensing drivers of Army vehicles, for staffing drivers testing stations and for implementation of this regulation, They may impose additional

\* Supersedes WVMR (ARMY) 350-55 dtd 15 March 1983, and Change 1, dtd 15 March 1986.

requirements, not in conflict with this regulation or AR 600-55, made necessary by local traffic conditions, civil restrictions, accidents, experience data, and desired standards of driver and operator performance and preventive maintenance.

c. Prevention of vehicle and equipment abuse is the commanders responsibility and to prevent abuse, proper selection, training, and supervision of drivers and equipment operators is mandatory.

d. Commanders will follow the steps listed below for the selection and training of vehicle drivers and equipment operators

4. AR 600-55, will be used exclusively for Motor Vehicle Driver and Equipment Operator Selection, Training, Testing, and Licensing Except as listed below:

a. Numbering of Permits will be a locally devised system and must be included in the unit SOP.

b. Roster of Permits issued will also be a locally devised system or units may use the roster in Encl 1.

c. Para 1-5c (1), AR 600-55, amended to read: WVARNG personnel are given a routine physical examination every four (4) years. The latest (within 4 years) periodic physical on file in the unit may be used ILO another physical examination to determine physical qualification.

d. Para 1-5e (2), AR 600-55, amended to read: WVARNG Personnel need not use the National Drivers Register (NDR) to verify driving records on initial applicants since all members of the WVARNG are required to have a valid state (any state) drivers license to receive a Military License.

e. Para 3-1c, AR 600-55, amended to read: Battalion level testing teams will supervise the selection and training of unit level instructors. The Battalion level teams will, if possible, be qualified 64C40 and 64C30, however, if this MOS is not available, the most qualified individuals available will be used on the team.

f. Para 4-1d, AR 600-55, amended to read: Each individual unit will maintain a ledger or permits issued.

g. Para 4-2c (2), and Para 4-4b, AR 600-55, amended to read: Testing teams will be set up at unit level, and do not necessarily have to be 64C, however, the individuals who are on the units testing team should be the most qualified individuals. The Battalion level testing team will supervise the unit testing team and insure that individuals who are licensing other individuals are themselves licensed on the equipment they are using.

h. Para 5-1b, AR 600-55, amended to read: ALL personnel who operate a government owned or leased vehicle will have a valid OF 346. This includes all non-tactical vehicles regardless of type or size.

i. Para 5-1d, AR 600-55, amended to read: Personnel who have their civilian drivers license revoked will have their military license revoked also for vehicles and equipment operated on public roads. The military license will not be reissued until the civilian license has been reissued.

j. Para 5-2g, AR 600-55, amended to read: OF 346, US Government Motor Vehicle Operators Identification Cards may be kept by individuals upon transfer to new units, however, Commanders should ensure that there is no duplication of permit numbers from the losing to gaining unit.

k. Para 5-3, AR 600-55, amended to read: Army Standard permits will be the only permits issued by the WVARNG. Other Permits may be issued in unusual circumstances, however, these must be approved by the Battalion level Commander.

l. Para 6-1, AR 600-55, amended to read: All operators must be licensed on and proficient in the use of all equipment listed in TB 600-1, and Chapter 6, AR 600-55, that they operate or maintain. In addition using operators and maintainers must also be licensed on the following equipment:

- (1) Field Ranges
- (2) Immersion Heaters
- (3) Kerosene Lanterns
- (4) Riot Dispensers
- (5) Welders
- (6) Torch Outfits
- (7) Tank and Pump Units
- (8) Truck Mounted Decontamination App.
- (9) Herman Nelson Heaters

m. Appendix B, and Table B-1, AR 600-55, amended to read: Commanders at Unit Level will adjust operator training to adapt to local requirements. However, Commanders are not relieved from ensuring that equipment operators are given quality training.

5. Block by Block instructions for completing of DA Form 348 (Equipment Operators Qualification Record) are found in Enclosure 2.

FOR THE GOVERNOR:



JOHN A. WILSON III  
Major General, WVARNG  
The Adjutant General

2 Encls

1. Drivers Permit Roster
2. DA Form 348 Instructions





DA FORM 348 (Back)

SECTION IV - EXAMINATION FINDINGS						
BATTERY I - (Administered as a part of reception processing, at reception stations)		BATTERY II - (To be administered to all applicants for Driver Permit SF 46) (To transfer raw score to standard score see DA Pamphlet 611-119) 37				
ENTER SCORE FROM ITEM 24 OF INDIVIDUAL'S DA FORM 20	DA FORM 6122	RAW SCORE		STANDARD SCORE		
		32		33		
	DA FORM 6123	32		33		
	DA FORM 6124	32		33		
	TOTAL STANDARD SCORE			34		
STANDARD SCORE FOR BATTERY II (Divide Total Standard Score by 3)			35			
STANDARD SCORE	SUCCESSFUL COMPLETION		EXAMINATION ADMINISTERED BY (Last name - first name - middle initial)			
30	36 <input type="checkbox"/> YES <input type="checkbox"/> NO		37			
1. PHYSICAL EVALUATION MEASURES		<input checked="" type="checkbox"/> IF QUALIFIED <input type="checkbox"/> IF SUBSTANDARD	SIGNATURE OF EXAMINER	COMMENTS AND RECOMMENDATIONS ON SUB-STANDARD ITEMS		
1. VISUAL ACUITY	LEFT EYE 20/ 38	RIGHT EYE 20/ 38	44	45	46	
2. FIELD OF VISION	LEFT EYE 39 /°	RIGHT EYE 39 /°	44	45		
3. HEARING	LEFT EAR 40 /20	RIGHT EAR 40 /20	44	45		
4. REACTION TIME	41 / 100 SEC	41 / 100 SEC	44	45		
5. DEPTH PERCEPTION			42	45	SIGNATURE OF MEDICAL AUTHORITY	
6. COLOR PERCEPTION			43	45	47	
II DRIVING PERFORMANCE TEST (Check "✓" if successful, "x" if failed and corrective training is needed)						
A. ROAD TEST - PREREQUISITE 48						
1. INSTRUMENTS (Location, correct reading, action for abnormal reading)		OIL LEVEL STICK	TEMPERATURE GAGE	OIL PRESSURE GAGE	VOLTOMETER	
		AMMETER	TACHOMETER	FUEL GAGE	AIR PRESSURE GAGE	
2. BEFORE OPERATION CHECK		VEHICLE DAMAGE	CONDITION OF TIRES	CLEAN HEADLIGHTS	OIL LEVEL	BATTERY
		MIRROR ADJUSTMENT	HORN	HARD BRAKES	FOOT BRAKES	SEAT ADJUSTMENT
3. EMERGENCY EQUIPMENT (Location and use)		FIRE EXTINGUISHER		HIGHWAY WARNING KIT		OTHER (Describe)
4. CONTROLS - "DRY RUN"		GEARS	BRAKE	CLUTCH	FRONT AXLE	
5. DEPTH PERCEPTION (Time lost from target)		FIRST TRY		SECOND TRY		THIRD TRY
6. PRACTICE RUN (4 miles)		START	FULL CUT	SHIFT	STEER	TURN
		LOCAL LAWS	OPERATING PROCEDURES	ACCIDENT REPORTING		
7. ADDITIONAL REQUIREMENTS FOR LICENSE		OTHER (Describe)				
		49				
		SAMPLE				
B. ROAD TEST - SCORED PHASE (DA PRT 2678)						100
COMMENTS AND RECOMMENDATIONS OF ROAD TEST EXAMINER				NUMBER OF TALLY MARKS ON CHECK LIST PRT 2678 (Summed)		50
52				ROAD TEST SCORE		51
				SIGNATURE OF ROAD TEST EXAMINER		
				53		
BY DRIVING PEARNCESSES HAVE BEEN MADE KNOWN TO ME AND I HAVE BEEN SHOWN HOW TO OVERCOME OR ADJUST THEM		DATE		SIGNATURE OF APPLICANT		
		54		55		

DA FORM 348/DA FORM 348-1R  
(All entries will be typed or in ink)

GENERAL INFORMATION BLOCKS: (All information contained on the individuals SF 88 (Report of Physical Examination)).

Block 1 - Enter last name, first name, middle initial, social security number (SSN), and place of birth of the individual for which the form is being initiated.

Block 2 - Enter whether the applicant is male or female.

Block 3 - Enter the day, month, and year of the individuals birth.

Block 4 - Enter the individuals hair color - brown, black, blond, etc.

Block 5 - Enter the color of eyes.

Block 6 - Enter the individuals height in inches - 58", 68", 73", etc, from the medical records.

Block 7 - Enter the individuals weight - 150 lbs, 170 lbs, etc, from the medical records.

Block 8 - Enter "N/A" if the individual is Military.

PERMIT INFORMATION:

Block 9 - Enter the permit number. Permit numbers will be assigned in the sequence issued during the calendar year. Numbers will be a locally devised system and incorporated in the Unit SOP. When a permit is issued in accordance with AR 600-55, a line will be drawn through the original permit number, and the new permit entered in Section III of the DA Form 348 (Or DA Form 348-1R if applicable) with explanatory remarks.

Block 10 - Enter the type of permit issued; i.e., Army Standard. If any other permit is issued it must be approved by the Battalion Commander.

Block 11 - Enter the day, month, year, that the initial permit was issued to the individual. See Block 9 above for actions taken upon renewal of an individuals OF 346.

Block 12 - Enter any information concerning physical defects which may limit the individuals performance. Also enter whether the Army Vehicle driver is a light and/or heavy vehicle operator.

SECTION I, OFFICIAL QUALIFICATIONS:

Block 13 - Enter the type of vehicle or equipment the individual is qualified to operate; i.e., truck (4X4), truck (6X6), generator (electric 1.5KW), Sedan, etc.

Normally, a person will be qualified to drive all vehicles for the same chassis type up to and including those of the weight class for the vehicle on which he passed the performance test. When the characteristics of the vehicle on which tested do not allow evaluation of full driving ability, enter the specific nomenclature and/or characteristics of the vehicle on which qualified. If more space is required, DA Form 348-1R will be used.

Block 14 - Enter the size or capacity of vehicle or equipment the individual is qualified to operate, i.e. 1/4 Ton, 2 1/2 Ton, 10Ton, 1.5KW, 5 Passenger, etc.

Block 15 - Enter any special qualification requirements for operation of automatic transmission only, not qualified for tractor trailer, qualified in winch operation, qualified to Ford Vehicles with this capability, or note, as appropriate. Entries in this column can also include a note referring to information in another portion of the form, Example, See Section III.

Block 16 - Enter day, month, year, that the individual was qualified on each type of equipment he or she is authorized to operate.

Block 17 - Enter the activity, post, camp, or station where the qualification was determined.

Block 18 - Enter the payroll signature of each examiner in ink.

SECTION II, BACKGROUND AND EXPERIENCE:

Block 19 - Enter any information as to type of vehicle or equipment on which the individual has had previous experience.

Block 20 - Enter the size or capacity of each vehicle or piece of equipment.

Block 21 - Enter pertinent information concerning the individuals prior driving experience and record to include city or rural driving, driver education courses, civil convictions or suspensions, accidents, etc.

NOTE: WHEN A CANDIDATES CIVILIAN LICENSE IS UNDER SUSPENSION HE CANNOT BE TRAINED FOR THE OPERATION OF A MILITARY VEHICLE.

Block 22 - Enter the state and year the individual received any additional licenses.

Block 23 - Enter the license number of any vehicle operator's license or special equipment license the individual may have received.

Block 24 - Enter the signature of the perso verifying the previous experience.



SECTION III, PERFORMANCE RECORD:

Block 25 - Enter the day, month, and year the individual completed formal training on the vehicle or equipment he is authorized to operate. (in certain cases where road tests, age, or local requirements are necessary, training may be completed before the individual is qualified in Section I, DA Form 348). Also enter dates of accidents, traffic violations, or safety awards earned. If more space is required for Performance Records, DA Form 348-1R will be used.

Block 26 - Enter the number of hours completed as credits in training, orientations, rodeo performance, retesting, relicensing. Also list one credit for each safety award the individual receives.

Block 27 - Enter the number of hours in attendance at remedial training, refresher training, or other required training as a result of an accident, moving traffic violation, or unsafe act while operating a military or civilian vehicle or equipment.

NOTE: WHEN A CIVILIAN LICENSE IS SUSPENDED OR REVOKED DUE TO A TRAFFIC VIOLATION OR ACCIDENT, HIS MILITARY LICENSE WILL ALSO BE SUSPENDED OR REVOKED FOR MILITARY VEHICLES/EQUIPMENT OPERATED ON PUBLIC ROADS (AR 600-55).

Block 28 - Enter information pertaining to individual accomplishments, training received, violations, or unsafe acts. Example: Training, tests issued, safety awards, retests, or renewals.

Block 29 - Enter any action taken by the commander to insure that each individual maintains a high standard as vehicle or equipment operator. A commander can glance at this section and determine whether the individual is a good, questionable, or poor driver or equipment operator. Cite the DA or local regulation which directed that training be conducted, or cite the regulation under which a safety award was issued. Note the type of action taken for accidents or moving traffic violations regardless of whether they occurred while driving a military vehicle or privately owned vehicle. Accidents in which the driver or neither caused nor contributed to are not entered. All entries will be by the officer or NCO responsible for the training or testing. All other entries will be authenticated by the service members unit commander or qualified individual serving as the transportation or motor transport officer.

SECTION IV, EXAMINATION FINDINGS:

Block 30 - Enter N/A.

Block 31 - Battery II will be administered to all applicants, therefore the standard score from DA Pam 611-119 must be entered.

Block 32 - Enter the raw score for each of the three tests in the raw score column.

Block 33 - Enter the standard score for each test which is determined by using DA Pam 611-119 or 611-122 to convert the raw score. This score will be placed in the appropriate block marked standard score.

Block 34 - Enter the total standard score obtained by adding the three scores in the standard score block.

Block 35 - Enter the score obtained by dividing the total standard score by 3 and rounding off the final figure to the nearest whole number.

Block 36 - Enter an "X" in the "yes" block if the standard score for Battery II is 80 or above.

Block 37 - Enter the last name, first name, and middle initial of the individual responsible for administering the Battery II test.

PHYSICAL EVALUATION MEASURES: (Will be taken using Trainer, Automotive Driver, portable, one student position, NSN 6930-00-526-3639.

Block 38 - Enter the visual acuity of the left and right eye in the applicable block. The minimum standard is 20/30 in each eye.

Block 39 - Enter the standards obtained in the left and right eyes in the applicable blocks. A lateral range of 75 degrees on each side of the focus line is the minimum standard.

Block 40 - Enter the standard achieved in the left and right ears in the applicable blocks. The minimum standard is the ability to hear the whispered voice at 15 feet, correctable for each ear.

Block 41 - Enter the time in the applicable blocks. A reaction time from 0 to 0.60 seconds is acceptable.

Block 42 - Enter the work "normal" unless some extremely abnormal condition is obvious. Enter the word "abnormal" if appropriate. There is not a minimum standard for this test, but results may be used for counseling and training.

Block 43 - Enter the work "normal" unless some extremely abnormal condition is obvious. Individuals will not necessarily be disqualified for color blindness, however, if there is any indication of color blindness, the individual will be given information on traffic lights, and observation of other traffic, etc.

Block 44 - Enter a checkmark (✓) when the individual qualifies for a physical evaluation measure. Enter an "X" when the individual does not qualify.

Block 45 - Enter the signature of the examiner verifying the test.

Block 46 - Enter candidates determined to be physically substandard blocks 38 through 41, or abnormal, blocks 42 and 43, will be referred to an appropriate medical authority for judgement as to whether or not they should be qualified for driving. The Medical authority will enter his comments on the DA Form 348.

Block 47 - This block will be used only when the driver candidate has been referred to a medical authority, at which time it will be signed by a qualified medical officer.

DRIVER PERFORMANCE TEST:

Block 48 - Enter a checkmark (✓) in the applicable blocks to indicate successful completion of each task. Enter an "X" in the applicable blocks when the individual has failed and corrective training is needed. Enter not applicable (NA) when any portion of the test does not apply to the vehicle or equipment the individual is being tested on.

Block 49 - Enter successful or unsuccessful completion of DA Form 2404. Additional requirements for licensing required by the local commander may also be entered here.

ROAD TEST - SCORED PHASE:

Block 50 - Enter the number of tally marks that were listed on the road rest checklist (DA Form 6125) during the road test which indicated further training is required.

Block 51 - Subtract the number of tally marks in block 50 from 100 to get the road test score. This score is shown as a percent. A score of 70 percent or higher is passing.

Block 52 - Enter any strong points or weaknesses the examiner may have pointed out to the applicant. Enter "None" if appropriate.

Block 53 - Enter in ink the payroll signature of the individual that administered the actual road test.

Block 54 and 55 - Enter the day, month, year, and payroll signature of the applicant in the appropriate blocks.

NOTE: WHEN SECTIONS OF THE DA FORM 348 ARE TO BE CONTINUED, DA FORM 348-1R WILL BE USED, THIS FORM CAN BE FOUND IN THE BACK OF AR 600-55.