



374th Security Forces Squadron

Pass & Registration



DBIDS

Drivers License

Bicycle Registration

Vehicle Registration

Traffic Infractions



Defense Biometric ID System (DBIDS)

What is DBIDS?

- DoD owned/operating system developed as a Force Protection program to manage personnel, property and access on DoD installations

What does it do?

- Authenticates identification
- Quickly IDs barred/suspended/revoked personnel

Who must register?

- All Active Duty military/Dependents/Contractors/DoD Civilians
- Dependents under the age of 16 DO NOT need to be registered, but are highly encouraged to expedite entry onto the installation

NOTE: ALL NEW ID CARDS ISSUED FROM MPE MUST BE RE-SCANNED AFTER ISSUE



Driver License

- **IF YOU HAVE A SUSPENDED DRIVER'S LICENSE OR HAVE BEEN SUSPENDED ON ANY MILITARY INSTALLATION, YOU CAN NOT DRIVE ON YOKOTA AB.**
- **IF FOUND TO BE DRIVING ON A SUSPENDED DRIVERS LICENSE OR REVOCATION, YOUR DRIVING PRIVALEGES WILL BE SUSPENDED FOR AN ADDITIONAL 2 YEARS.**



Obtaining USFJ form 4EJ

▪ Must be Command SOFA sponsored and have a **CURRENT** Drivers license from the following:

- U.S./territory/D.C.
- Japan
- Australia
- Austria
- Belgium
- Canada
- Czech Republic
- Denmark
- Finland
- France
- Germany
- Greece
- Iceland
- Ireland
- Italy
- Luxembourg
- Netherlands
- New Zealand
- Norway
- Portugal
- South Korea
- Spain
- Sweden
- Switzerland
- Taiwan
- United Kingdom



374 AW Form 50

ACKNOWLEDGEMENT: Refusal to submit to or complete a breath, blood or urine test for determining the presence of alcohol (drugs) will result in the revocation of your driving privileges for one year. In addition, if you are found to be DWI to be DWI or under the influence of any other drug, including alcohol, to the degree rendering you incapable of safe vehicle operation, your driving privileges will be revoked an additional year to run consecutively for a total of two years.					INITIALS
ACKNOWLEDGEMENT: My State Driver's License is valid and has not been revoked, suspended, or removed for cause.					INITIALS
PRINTED NAME (LAST, FIRST, MI)		GRADE/STATUS (AD/CIV/Dependent)	SSN	ORGANIZATION/OFFICE SYMBOL	
SEX <input type="checkbox"/> M <input type="checkbox"/> F	HEIGHT (IN)	WEIGHT (LBS)	HAIR COLOR	EYE COLOR	AGE
DATE OF BIRTH	DEROS	RESTRICTIONS <input type="checkbox"/> N/A <input type="checkbox"/> GLASSES <input type="checkbox"/> CONTACT LENSES			
REQUEST USFJ FORM 4EJ FOR:					
<input type="checkbox"/> STUDENT PERMIT 4-WHEELED POV		<input type="checkbox"/> STUDENT PERMIT 2-WHEELED POV		<input type="checkbox"/> REGULAR PERMIT 4-WHEELED POV	
<input type="checkbox"/> MOTOR CYCLE		<input type="checkbox"/> MOTOR SCOOTER		<input type="checkbox"/> OTHER (SPECIFY) _____	
DRIVER'S LICENSE NUMBER	STATE ISSUED	EXPIRATION DATE	USFJ FORM 4EJ NO.	DATE ISSUED	
REASON FOR APPLICATION <input type="checkbox"/> INITIAL <input type="checkbox"/> RENEWAL <input type="checkbox"/> LOST/DESTROYED <input type="checkbox"/> REISSUE					
AUTHORIZATION IS GRANTED FOR INDIVIDUAL TO BE ISSUED A USFJ FORM 4EJ FOR: <input type="checkbox"/> ON BASE ONLY <input type="checkbox"/> ON AND OFF BASE					
TYPED NAME AND GRADE OR NAME AND GRADE OF SPONSOR		SIGNATURE OF SPONSOR		REMARKS	
TYPED NAME AND GRADE OF UNIT REP		SIGNATURE OF UNIT REP			
SIGNATURE OF APPLICANT		DATE			

Driver's SSN



Initials



Unit Rep Signature





Obtaining USFJ form 4EJ with out a license

- **If you do not have a drivers license from any of the countries listed. Follow the following steps in order to obtain an On/Off base USFJ form 4 EJ license**
- **Take wing safety drivers course on Thursday's from 11:30 till 1500 hrs**
- **Turn in 374 AW Form 50 to Pass & Registration**
- **You will be issued a "STUDENT PERMIT" that will be valid for 6 months**
- **Contact the Taiyo Recreational Center to schedule a course date with the Driver Education Course (DEC) (NOTE: cost is approximately \$300US)**
- **Once DEC is completed; bring completion Certificate to Pass and Registration to receive an On base only USFJ form 4EJ**
- **After 30 days of additional driving you may update the 4EJ to an On/Off base License**



Motorcycle license

- **Must Contact safety for MOTORCYCLE APPLICATION 374 FM 51**
- **Personnel with MSF Card (Motorcycle Safety Foundation) may get direct licensing once application has been routed and completed by chain of command**
- **New Riders:**
 - **Application must be routed through MSR & chain of command**
 - **Course date is required in order to issue out Student permit**
 - **Once course date has been acquired, bring motor cycle form to P&R for issuance of Temporary Permit.**
 - **BRC – One day prior to course**



USFJ 4EJ Information

- Drivers license will only be held for 30 days and then will be destroyed.
- Dependents must be at least 16 years of age in order to take Wing Safety Course and be issued on base student driving permit. (NO EXCEPTIONS)
- DRIVERS LICENSE MAY BE PICKED UP **AFTER 1200 hrs ON FRIDAY**
- IF YOU DID NOT TURN IN YOUR FORM ON WENDNESDAY PLEASE HAVE COMPLETED FORM TURNED INTO PASS AND REGISTRATION **NO LATER THAN 1100 hrs ON THURSDAY FOR A 1300 PICK UP**



Vehicle Registration

3 Ways to Obtain a Vehicle

- **Purchase from another SOFA**
- **Purchase from Japanese National/Dealership**
- **Importing a Vehicle**





Required Documents:

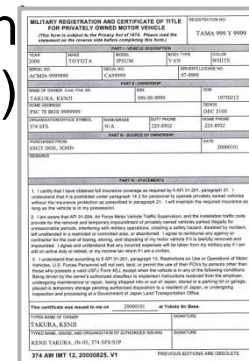
- Military ID
- USFJ Form 4EJ Driving Permit
- **Liability Insurance (from buyer)**
- Japanese Title
- Current JCI
- Removed Base Decal
- Current Road Tax Receipt
- Base Registration (374 AW Form 12)
- AW Form 7 (From previous inspection)
- Bill of Sale (from Pass & Registration)



Title



JCI



374 AW Form 12



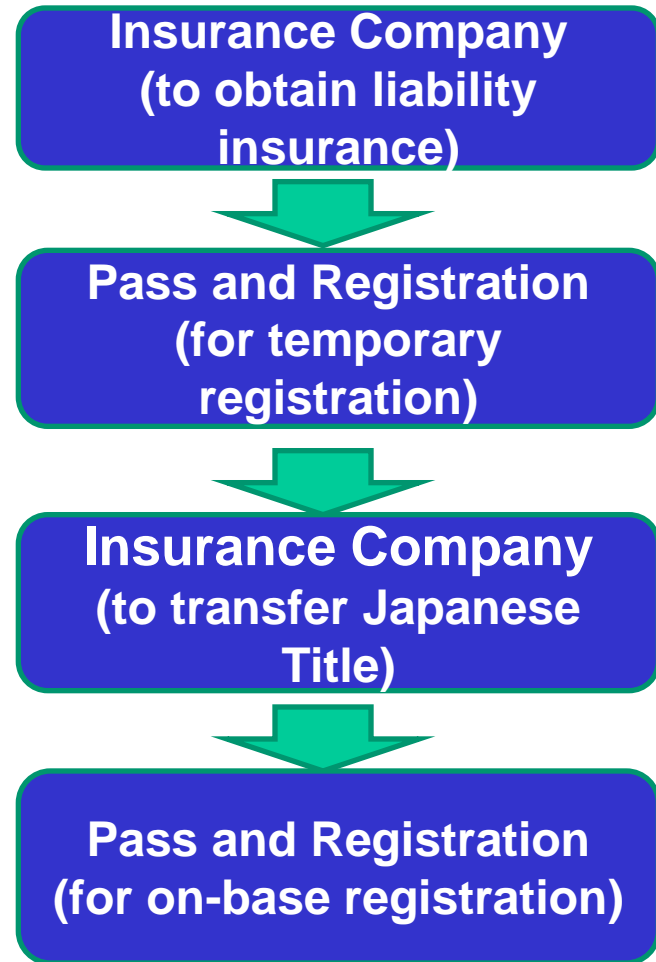
Base Decal



SOFA to SOFA

Required Documents:

- Military ID
- USFJ Form 4EJ Driving Permit
- **Liability Insurance (from buyer)**
- Japanese Title
- Current JCI
- Removed Base Decal
- Current Road Tax Receipt
- Base Registration (374 AW Form 12)
- AW Form 7 (From previous inspection)
- Bill of Sale (from Pass & Registration)



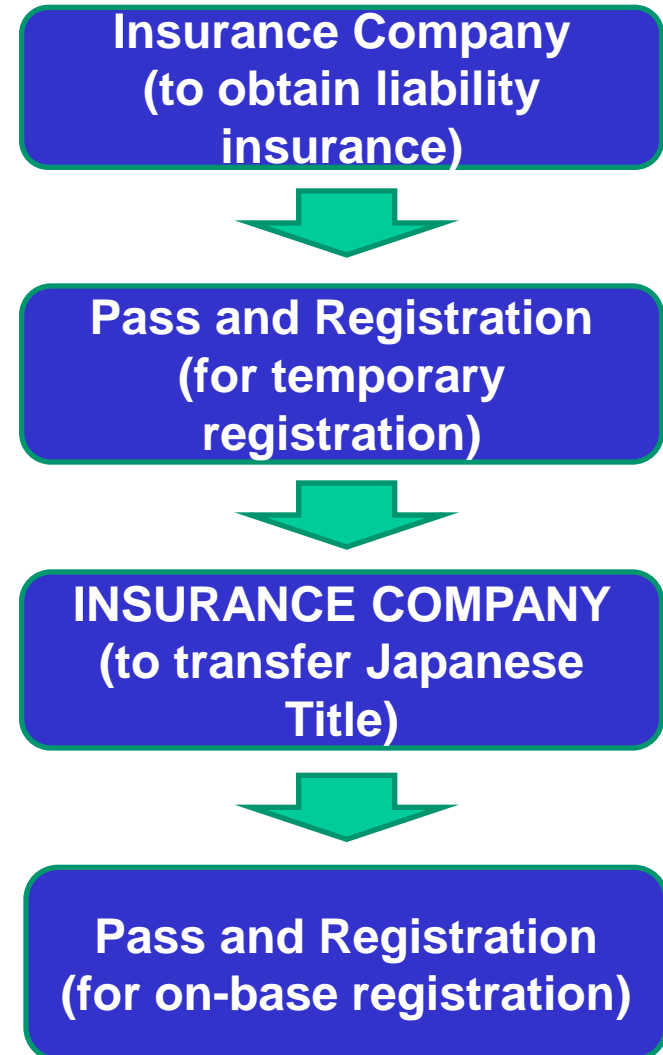


PURCHASE from JN/ DEALERSHIP

Required Documents:

- Military ID
- USFJ Form 4EJ Driving Permit
- **Liability Insurance (from buyer)**
- Japanese Title (**ORIGINAL COPY**)
- Current JCI
- Current Road Tax Receipt
- Name/Address of Buyer
- Deregistration Certificate
- JN Bill of Sale
- Seller's Seal Certificate
- JN Power of Attorney
- AW Form 7 (BX Garage)

Note: Will not process with out original title!





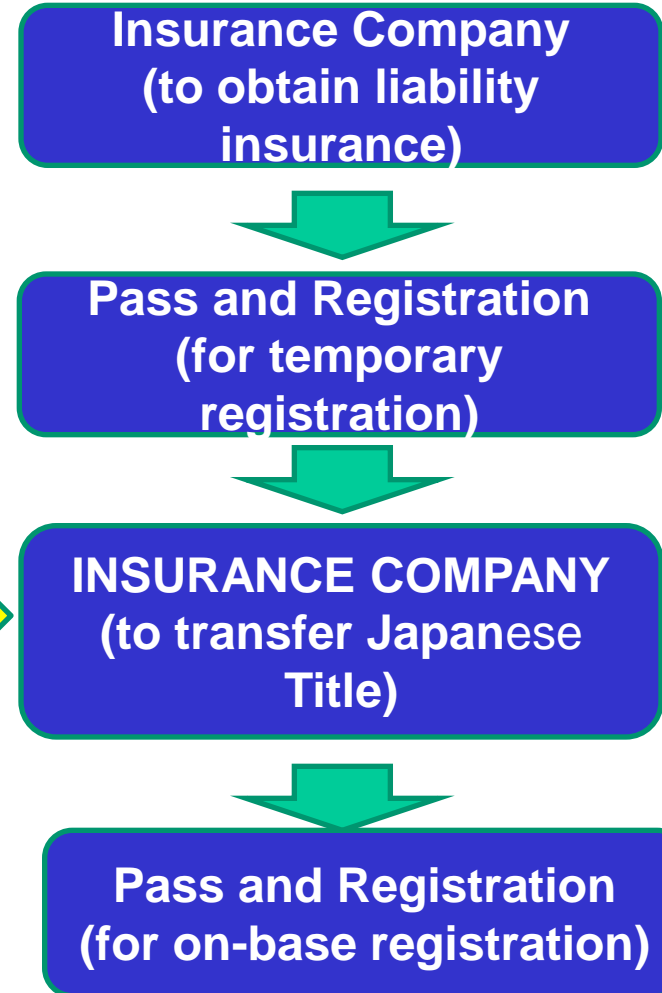
IMPORTING A VEHICLE

Required Documents:

- Military ID
- USFJ Form 4EJ Driving Permit
- **Liability Insurance (from buyer)**
- US Title
- Temporary Plate
- Inspection Sheet
- Customs Documents
- Break Certificate
- Antipollution
- Certificate
- AW Form 7 (BX Garage)

Paper-base
inspection
& vehicle
inspection

NOTE: Normally, imported vehicles will need emission control devices and headlight beam direction changed since vehicle operation is on the opposite side.





VEHICLE INFORMATION

- **Insurance is required before any vehicle transaction**
- Only 1 vehicle registered per licensed adult in a household – 2 maximum (can be waived on a case-by-case scenario by MSG/CC)
- Only the sponsor may register a vehicle (Power of Attorneys may be used when sponsor is TDY or Deployed)



VEHICLE INFORMATION

- All driver's must have a valid USFJ Form 4EJ when operating a SOFA vehicle.
- All vehicle registration must be completed within 10 duty calendar days (14 days due to Saturday and Sundays)
- Failure to properly Register your vehicle within the allotted time can result in a 60 day suspension of driving privileges.
- Vehicles must be de-registered prior to PCSing. Pass and Registrations will not sign personnel off in v-MPF without de-registering their vehicles.



Insurance

- USFJ personnel must carry two types of insurance that provide coverage both on & off base
 - Liability insurance – just like CONUS
 - JCI – Japanese Compulsory Insurance

- Failure to maintain current insurance for your POV will result in suspension or revocation of driving privileges for up to one year



Liability Insurance

- USFJ minimum coverage amounts
 - ¥30,000,000 (~\$384k) for bodily injury
 - ¥3,000,000 (~\$38k) for property damage

- May be purchased from an authorized Japanese agency, including...
 - Wiltec (in Yujo Community Center)
 - Kelly & Kelly (outside Terminal Gate)
 - George's (outside Fussa Gate)

*No federal endorsement



Japanese Compulsory Insurance

- Government of Japan determines level of JCI coverage
- JCI must be purchased from an agent licensed in Japan
 - Usually same as liability insurance agents
 - Agent selling the policy issues the JCI form
- Japanese law requires vehicle owners to **carry in their cars at all times** a form certifying that the JCI policy is current



Bicycle Registration

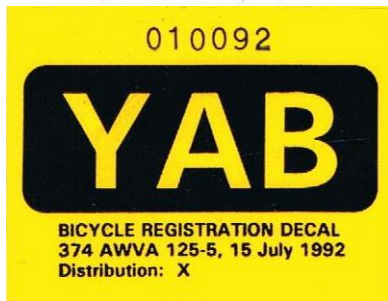
BICYCLE REGISTRATION			
<i>(This form is subject to the Privacy Act of 1974. See Reverse.)</i>			
OWNER'S NAME		SPONSOR'S NAME & SSN (If applicable)	
SERIAL NO.	DECAL NO.	MAKE	
MODEL/DESCRIPTION			
SIZE	COLOR	LIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO	BELL/HORN <input type="checkbox"/> YES <input type="checkbox"/> NO
QTRS NO.	HOME PHONE	DUTY PHONE	DEROS

374 AW IMT 56, 19970811, V1

PREVIOUS EDITION IS OBSOLETE.

PRIVACY ACT STATEMENT
1. <i>AUTHORITY: Title 10, U.S.C. 8012; Title 44, U.S.C. 3101, E.O. 9397</i>
2. <i>PURPOSE: Form is used to record pertinent description of bicycles and contact point of owners.</i>
3. <i>ROUTINE USES: To identify lost or stolen bicycles by verification through Law Enforcement agencies. Personal identifier information, including SSN and home phone number are needed to be able to identify the owner and to notify them.</i>
4. <i>WHETHER DISCLOSURE IS MANDATORY OR VOLUNTARY AND EFFECT INDIVIDUAL OF NOT PROVIDING INFORMATION: Disclosure is voluntary; however, nondisclosure may result in delay in notifying the proper owner.</i>

374 AW IMT 56, 19970811, V1 (REVERSE)



ALL SOFA MEMBERS MUST REGISTER THEIR BICYCLES



Traffic Infractions

- **Off-base traffic infractions are processed as on-base offense**

Example:

- **Parking Ticket Off-base = Fine of 10,000yen**
- **Once JNP reports the citation to 374 SFS; the ticket is processed for 3 pts against your 4EJ license and recorded in SFS police database**

Example:

- **Off-base Speeding Tickets (Range: 10,000 yen to 100,000 yen)**
- **Once JNP reports the citation to 374 SFS; the ticket is processed for points and/or driving suspension (50 kph over posted limit is an automatic driving suspension)**

- **On-base Driving Suspensions**

- **Failure to maintain Liability Insurance or Japanese Compulsory Insurance**
- **Talking/Texting on Cellphone/Electronic device**
- **Failure to wear Motorcycle PPE**
- **Traffic Point Accumulation (12 pts within 12 month period)**
- **Expire Road Tax**



Traffic Infractions

■ Common Traffic Offenses which carry a mandatory suspension:

- Talking/Texting on cell phone/electronic device while driving
 - 1st Offense = 1 week; 2nd Offense = 1 month; 3rd Offense = 1 year
- Failure to wear proper Motorcycle PPE
 - 1st Offense = 2 weeks; 2nd Offense = 1 month; 3rd Offense = 1 year
- Operating a Motor Vehicle with expired JCI/Liability Insurance/Road Tax
 - Less than 5 days = No suspension; More than 5 days but less than 45 days = 1 month suspension; more than 45 days = 6 month suspension
 - Expire Road Tax = Up to 2 month suspension

Suspension Offenses	2013	2014	2015
All Moving/Non-moving Tickets	1159	1034	388
Tickets Resulting in Suspension	186	116	46
No Insurance	83	58	16
Expired Road Tax	49	8	11
Point Accumulation	33	24	5
Talk/Texting	22	35	9
Off-Base Tickets	74	74	45