

**28 OCTOBER 1998**



**Transportation**

**VEHICLE OPERATOR CARE ENHANCEMENT  
(PROJECT PIT STOP)**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**NOTICE:** This publication is available digitally on the AFDPO WWW site at:  
<http://www.e-publishing.af.mil>

---

OPR: 18 LRS/LGRV (CMSgt Frederick Cook)

Certified by: 18 LG/CC (Col Edward Marks)

Pages: 2

Distribution: F

---

This instruction implements AFD 24-3, *Operations, Maintenance, and Use of Transportation Vehicles and Equipment*. It establishes guidance for the administration of the Vehicle Enhancement Program "Project Pit Stop." This program was developed in an effort to minimize corrosion to government vehicles and to enhance the overall serviceability of 18th Wing vehicle resources.

**1. Monthly Washing.** Project Pit Stop consists of the mandatory monthly washing of all general purpose vehicles under 14,000 pounds gross vehicle weight. This includes about 850 of the approximately 1,900 vehicles assigned. All units' assigned vehicles falling into that category must, at a minimum, participate at least once a month.

**2. Vehicle Operations and Vehicle Control Officers Responsibilities:**

2.1. Vehicle Operations will notify all Vehicle Control Officers (VCOs) and identify which assets under their control fall into this category. These vehicles must be brought to Vehicle Operations at least once a month for washing. In addition, a Vehicle Operations representative will assist the unit in conducting a bumper-to-bumper operator care inspection, to include servicing of fluids and correcting quick-fix defects on the spot.

2.2. Vehicle Operations personnel will work directly with VCOs to verify they have procedures in place to comply with Project Pit Stop criteria.

**3. Fleet Management Responsibilities:**

3.1. Vehicle Operations Fleet Management section will be responsible for overall program management and will maintain records of unit compliance. Fleet management will forward monthly reports of non-compliance to the unit commanders.

3.2. Vehicles requiring waxing for more than 2 consecutive months will be identified and included in the monthly non-compliance report.

3.3. Project Pit Stop hours of operation will be Monday through Friday 0700-1600.

**4. Project Pit Stop Procedures:**

4.1. Bring vehicle to building 3132 (Vehicle Wash Rack)-pull up to one of the washing bays and sound horn.

4.2. The operator will wash the vehicle. The Military Vehicle Washing Center (MVCC) will supply the items necessary for cleaning your vehicle (glass cleaner, wax, rubbing compound, etc.)

4.3. After washing your vehicle, an MVCC representative will complete a "Pit Stop" operator care inspection on your vehicle, and upon completion, will stamp the AF Form 1800 "PITSTOP" on the appropriate date and the vehicle registration number will be entered into a computer data base.

4.4. At the end of the month, all unit VCOs and squadron commanders will receive a no-show list.

**5. Remote Locations.** Units with vehicles at remote locations (i.e., Okuma, Naha IAP, Naha Port, 18th Munitions area) will coordinate with Vehicle Management personnel to set a program in their area.

JAMES B. SMITH, Brigadier General, USAF  
Commander, 18th Wing