



Department of Defense DIRECTIVE

NUMBER 4500.36

August 3, 2004

ASD(AT&L)

SUBJECT: Management, Acquisition, and Use of Motor Vehicles

- References:
- (a) DoD Directive 4500.36, "Management, Acquisition, and Use of Motor Vehicles," April 10, 1985 (hereby canceled)
 - (b) [DoD 4500.36-R](#), "Management, Acquisition, and Use of Motor Vehicles," current edition
 - (c) [DoD 5025.1-M](#), "DoD Directives System Procedures," March 5, 2003
 - (d) Section 1344 of title 31, United States Code
 - (e) through (m), see enclosure 1

1. REISSUANCE AND PURPOSE

This Directive:

1.1. Reissues reference (a) to update policy and responsibilities for DoD-owned and -controlled motor vehicles.

1.2. Continues to authorize the publication of reference (b), consistent with reference (c).

2. APPLICABILITY AND SCOPE

2.1. This Directive applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, the Combatant Commanders, the Defense Agencies, the Nonappropriated Fund Activities and Military Exchanges and the operational entities assigned to the OSD for administrative support (hereafter referred to collectively as the "DoD Components"). The term "Military Departments" as used herein, refers to the Army, the Navy, the Air Force, and the Marine Corps.

2.2. Nonappropriated Fund Activities and Military Exchanges shall manage and operate their motor vehicles consistent with this Directive, reference (b), and supplemental guidance.

2.3. These provisions apply to all DoD-owned and -controlled motor vehicles, regardless of how acquired or financed, except those used in direct connection with or in support of combat or tactical operations.

3. POLICY

It is DoD policy that:

3.1. All DoD-owned and -controlled motor vehicles shall be used for official purposes only. Official purpose does not include transportation between residence and place of employment, unless authorized under the provisions of 31 U.S.C. 1344 (reference (d)) or 10 U.S.C. 2637 (reference (e)) and this Directive. This restriction on transportation between residence and place of employment applies to transportation to, from, within, and wholly outside DoD installations.

3.2. Pursuant to reference (d), the DoD officials listed in enclosure 2 are authorized to use DoD-owned or -controlled motor vehicles for transportation between their residences and places of employment.

3.3. All motor vehicle programs must be environmentally and energy efficient as practical and must ensure the acquisition of alternative fueled and hybrid-electric vehicles and use of alternative fuels, consistent with Executive Order (E.O.) 13149; section 318 of Public Law 107-107 (10 U.S.C. 2302 note); 42 U.S.C. 6201, 6374, and 13212; 49 U.S.C. 32917; and E.O. 11912 (references (f) through (j)). Vehicles owned, operated, leased by or controlled by Exchange Service and Nonappropriated Fund Activities must be included when calculating overall Military Department compliance with reference (f) and section 303 of the Energy Policy Act of 1992 (EPACT) (42 U.S.C. 13212 (reference (h))). However, the Military Services have flexibility in determining how to achieve the petroleum consumption reduction goals and Alternative Fuel Vehicles acquisition percentage requirements. A Military Service may elect to exempt Exchange Service and Nonappropriated Fund Activities from inclusion in the Military Services' strategy developed to achieve compliance with references (f) and (h); however, if such a policy decision is made, the compliance burden that would have been borne by the Exchange Services and Nonappropriated Fund Activities shall be made up by other activities within the Military Service granting the exemption.

3.4. Vehicles are a limited, essential, and costly resource that must be managed carefully. Motor vehicle programs shall ensure greatest responsiveness, effectiveness, and economy in support of the DoD mission. Commercial-type motor vehicles shall be used to the fullest extent to meet general transportation requirements. Such vehicles shall be limited to the minimum body size, maximum fuel efficiency, and equipment necessary to meet operational needs, consistent with 40 U.S.C. 491 (reference (k)).

3.5. All DoD-owned and -controlled commercial-type motor vehicles shall be pooled to ensure effective utilization, and may not be assigned exclusively to one official or employee, except when the Head of the DoD Component determines that such assignment is essential to mission accomplishment and results in the most economical use of manpower and equipment, consistent with E.O. 10579 (reference (l)). Within the National Capital Region, there may be no individually assigned vehicles with drivers, except for those assigned to the Secretary of Defense; the Deputy Secretary of Defense; the Secretaries of the Army, the Navy, and the Air Force; the Under Secretaries of Defense; the Chairman of the Joint Chiefs of Staff; the Vice Chairman of the Joint Chiefs of Staff; and the Chiefs of Staff of the Army and the Air Force, the Chief of Naval Operations, and the Commandant of the Marine Corps.

4. RESPONSIBILITIES

4.1. The Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)) shall provide policy guidance for the acquisition of motor vehicles by purchase or hire and for the management of Government-furnished motor vehicles by contractors.

4.1.1. The Deputy Under Secretary of Defense (Logistics and Materiel Readiness) (DUSD(LM&R)), under the USD(AT&L), shall:

4.1.1.1. Provide policy guidance on the use, maintenance, reporting, and disposition of motor vehicles, under 10 U.S.C. 133 (reference (m)).

4.1.1.2. Maintain, publish, and distribute reference (b) and changes thereto, consistent with reference (c). Resolve policy or procedural issues requiring coordination and decision.

4.1.1.3. Establish a working group for periodic review of reference (b) and address potential management improvement initiatives.

4.1.1.4. Semiannually review the status of DoD vehicle management trends, problem areas, suggested solutions, and applicable state-of-the-art advancements in the automotive industry.

4.1.2. The Deputy Under Secretary of Defense (Installations and Environment), under the USD(AT&L) shall provide energy and environmental policy guidance.

4.2. The Under Secretary of Defense (Comptroller) shall oversee for budgeting and accounting policy for motor vehicle acquisition, management, and operation.

4.3. The Secretaries of the Military Departments shall, under reference (m), exercise the powers, functions, and duties conferred upon the Secretary of Defense under references (k) and reference (l), regarding the operation of interagency motor vehicle pools and systems.

4.4. The Heads of other DoD Components shall:

4.4.1. Forward suggested changes to policies and procedures in reference (b) to the DUSD(LM&R) for preparation and coordination of regulation revisions.

4.4.2. Manage and operate their motor vehicles, consistent with this Directive, reference (b), and supplemental guidance.

5. EFFECTIVE DATE

This Directive is effective immediately.



Paul Wolfowitz
Deputy Secretary of Defense

Enclosures - 2

- E1. References, continued
- E2. DoD Officials Authorized Transportation Between Residence and Place of Employment

E1. ENCLOSURE 1

REFERENCES, continued

- (e) Section 2637 of title 10, United States Code
- (f) Executive Order 13149, "Greening the Government Through Federal Fleet and Transportation Efficiency," April 21, 2000
- (g) Section 2302 note of title 10, United States Code
- (h) Sections 6201, 6374, and 13212 of title 42, United States Code
- (i) Section 32917 of title 49, United States Code
- (j) Executive Order 11912, "Delegation of Authorities Relating to Energy Policy and Conservation," April 13, 1976
- (k) Section 491 of title 40, United States Code
- (l) Executive Order 10579, "Regulations Relating to the Establishment of Interagency Motor Vehicle Pools and Systems," November 30, 1954
- (m) Section 133 of title 10, United States Code

E2. ENCLOSURE 2

DoD OFFICIALS AUTHORIZED
TRANSPORTATION BETWEEN RESIDENCE
AND PLACE OF EMPLOYMENT

E2.1.1. Daily

E2.1.1.1. The Secretary of Defense.

E2.1.1.2. The Deputy Secretary of Defense.

E2.1.1.3. The Secretaries of the Military Departments.

E2.1.1.4. The Chairman of the Joint Chiefs of Staff.

E2.1.1.5. The Under Secretaries of Defense.

E2.1.1.6. The Vice Chairman of the Joint Chiefs of Staff.

E2.1.1.7. The Chiefs of Staff of the Army and the Air Force, the Chief of Naval Operations, and the Commandant of the Marine Corps.