



Government Vehicles Fuel Card in Germany

Our Mission: Our mission is to provide the Army the installation capabilities and services to support expeditionary operations in a time of persistent conflict, and to provide a quality of life for Soldiers and Families commensurate with their service.

We are the Army's home





Contents

- Card Description & Implementation Dates
- GOV Scope and Applicability
- Long-Term GOV Card Process
- Rental/Lease GOV Card Process
- AAFES Card Issue/Activation Locations





Card Description and Implementation Dates



Red Front - GOV Card



Implemented in Dec 2008

GOV = Government owned non-tactical vehicle





GOV Scope and Applicability

- Vehicles issued from the Interagency Fleet Management System (IFMS) or on permanent dispatch from garrison motor pools should be issued a fuel card from the responsible organization
- Organizations / Units that own or long-term lease vehicles directly (not issued from IFMS or garrisons) should review slide 5
- Organizations / Units that rent or short-term lease vehicles for official use should review slide 6
- All personnel operating government vehicles and using a government fuel card must review video training modules (on DVD or from shopmyexchange.com web page)





Long-term (Owned or Leased) GOV Process

1. Fleet managers
(unit transportation coordinators)
contact USAREUR Registry
of Motor Vehicles (RMV)
(rmvcustsvc@eur.army.mil / DSN 386-7280)
to set up RMV ID

2. RMV forwards Billing Unit Request Form to AAFES with RMV ID. AAFES sets up Government Customer (GC) ID

3. AAFES makes and issues a GOV Card to the fleet manager for each vehicle

4. Fleet managers activate all of their cards with AAFES, then controls cards during non use

Upon card activation, the unit/organization becomes responsible for all fuel purchases charged to the card 5. Fleet managers issues card and PIN with dispatched vehicle as needed – Dispatched driver becomes responsible for card use

6. Fleet manager tracks card use via secure on-line GC ID account

7. AAFES sends monthly invoice for overall fuel use to fleet manager

- 8. Fleet manager authorizes payment to AAFES:
- Online account (https://shopmyexchange.com)
 - Mail payment by check
 - Electronic funds transfer (EFT)
 - International EFT

9. Fleet manager renews registration and fuel card before each GOV expiration date





Rental or Short-term Lease GOV Process

- Official-use fuel policy is based on Army Europe Regulation 710-2, Chapter 8-14
- Unit/organization with short-term official use (rental or lease) need must already have at least one official-use vehicle registered with USAREUR and have an AAFES government customer account
- Unit transportation coordinator or fleet manager sends request to RMV (rmvcustsvc@eur.army.mil) along with scanned copy of the rental or lease copy
- RMV lists the vehicle within RMV data, within the unit/organization account
- RMV Emails scanned AE Form 190-1A authorization form to the transportation coordinator or fleet manager. There is no ration limit for the authorized vehicle, but the authorization form expires on the same day that the rental/lease contract expires
- Unit/organization owes \$15 to RMV for this service. Payment process to RMV via Government Purchase Card.
- Unit/organization rep takes authorization form to AAFES card issue site
- AAFES issues card, unit/organization rep assigns PIN to activate, then uses card along with authorization form form IAW standard procedures for fuel card transactions at AAFES and Esso in Germany
- Upon card activation, the unit/organization becomes responsible for all fuel purchases charged to the card.
- At the end of the rental/lease period, the transportation coordinator or fleet manager retains the card thru one billing period. After the monthly bill has been paid for all fuel used by the rental/leased vehicle, the transportation coordinator or fleet manager destroys the fuel card
- AAFES adds rental/lease vehicle fuel use to existing monthly invoice for all other organization GOVs
- The above info is subject to final review and publication by AE Regulation 710-2 proponent





AAFES Card Issue Location

Government Fuel Cards are only issued by:

AAFES-EUROPE Retail Operations Office Bldg 4502 Mainz Kastel

Please Contact: Ruth Wagner 06134-715364 or 06134-715336 yyeuessofuelcard@aafes.com Fax 06134-715379





INSTALLATION MANAGEMENT COMMAND



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