

11 July 2008

Personnel—General

**Retail Sales of Motor Fuel to Individuals in Germany**

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\*This regulation supersedes AE Regulation 600-17, 20 June 2008.

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For the Director:

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**Summary.** This regulation establishes policy and procedures for the retail sale of tax- and duty-free motor fuel to authorized personnel in Germany.

**Summary of Changes.** This revision updates—

- Field registry station information for Geilenkirchen Air Base in table 1.
- The list of garrison military police stations in table 3.
- Policy and procedures for mopeds and similar vehicles in paragraph 16.

**Applicability.** This regulation applies to USEUCOM component commands; NATO international military headquarters (IMH) in Germany; Army and Air Force Exchange Service, Europe (AAFES-Eur); all eligible customers and vehicles pursuant to AE Regulation 190-1 and AE Regulation 550-175; and to personnel assigned to U.S. diplomatic or consular posts in Africa, Europe, and the Middle East, when on official duty or on leave in Germany pursuant to AE Regulation 600-700, chapter 22.

**Supplementation.** Organizations will not supplement this regulation without IMCOM-Europe (IMEU-MWD) approval.

**Forms.** This regulation prescribes AE Form 600-17A. AE and higher level forms are available through the Army in Europe Publishing System (AEPUBS).

**Records Management.** Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Record titles and descriptions are available on the Army Records Information Management System website at <https://www.arims.army.mil>.

**Suggested Improvements.** The proponent of this regulation is IMCOM-Europe (IMEU-MWD, DSN 370-8458). Users may suggest improvements to this regulation by sending DA Form 2028 to IMCOM-Europe (IMEU-MWD), Unit 29353, Box 200, APO AE 09014-0200.

**Distribution.** B (AEPUBS).

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### **SECTION I GENERAL**

#### **1. PURPOSE**

This regulation prescribes policy and procedures for the retail sale of tax- and duty-free gasoline and diesel motor fuel in Germany.

#### **2. REFERENCES**

Appendix A lists references.

#### **3. EXPLANATION OF ABBREVIATIONS AND TERMS**

The glossary defines abbreviations and terms.

#### **4. AUTHORITY**

The sale and use of tax- and duty-free motor fuel in Germany is based on the following:

- a. NATO Status of Forces Agreement (SOFA) and the Supplementary Agreement to the SOFA.
- b. U.S.-German Administrative Agreement Pursuant to Paragraph 3 of Article 74 of the Supplementary Agreement.
- c. Agreement Between the Federal Republic of Germany and the United States of America on the Status of Persons on Leave.
- d. AR 60-10/AFJI 34-211 and AR 60-20, which establish Army and Air Force Exchange Service (AAFES) policy and procedures for the retail sale of motor fuel.
- e. AE Regulation 190-1/CNE-C6F Instruction 11240.6S/USAFE Instruction 31-202, which prescribes vehicle-registration requirements for privately owned vehicles (POVs) in Germany.
- f. AE Regulation 600-700, which prescribes policy and procedures for implementing individual logistic support (ILS) privileges that may be offered to various categories of military and civilian personnel pursuant to the NATO SOFA, the Supplementary Agreement to it for Germany, and related international agreements.

g. Administrative Arrangement Concerning the Transformation of the Gas Coupon System Into a Fuel Card Program Between the Federal Ministry of Finance Represented by the Customs and Excise Department and the U.S. Forces Represented by the USAREUR Provost Marshal as the Customs Executive Agent for the U.S. Forces, HQ USAREUR/7A, signed on 7 January 2008.

## **5. APPLICABILITY**

**a. Area.** This regulation governs the sale of rationed tax- and duty-free fuel in Germany. Separate host-nation agreements and directives govern retail sales of tax- and duty-free fuel in other countries in the USEUCOM geographic area of responsibility.

**b. Organizations.** This regulation applies to the organizations and persons listed in the applicability statement on the first page of this regulation.

**c. Personnel.** AE Regulation 600-700 identifies U.S. personnel eligible to purchase tax-free motor fuel in Germany. Appendix B provides policy for personnel assigned to the American Embassy, Berlin, and U.S. consulates in Germany. Appendix C provides policy for personnel on leave and temporary duty (TDY), NATO members, and other eligible personnel.

## **SECTION II RESPONSIBILITIES**

### **6. DIRECTOR, IMCOM-EUROPE**

The Director, IMCOM-Europe, will—

a. Establish Army in Europe policy for the sale of tax- and duty-free motor fuel in Germany and oversee its implementation.

b. Ensure training material is available for all eligible personnel on how to activate and properly use the fuel-ration card in Germany.

c. Ensure United States Army garrison (USAG) military police station personnel are trained and able to perform their fuel-ration card system responsibilities.

### **7. USAREUR PROVOST MARSHAL**

The USAREUR Provost Marshal (PM) will—

a. Administer U.S. Forces POV registration services, which are the basis for fuel rationing for vehicles that are owned, rented, or leased by authorized personnel.

b. Oversee the petroleum, oils, and lubricants (POL) program to prevent fraud and abuse.

c. Investigate violations of customs and tax laws.

d. Conduct military police investigation (MPI) audits and customs-compliance inspections.

e. When requested by German customs authorities, establish procedures to conduct joint audits.

f. Ensure U.S. Forces POV-registry systems relating to AAFES ration-control function meet the requirements of the German Federal Government.

g. Ensure U.S. Forces POV registry personnel are trained and follow procedures in AE Regulation 190-1 to authorize customers fuel-ration cards.

h. Ensure U.S. Forces customs officials at the Ramstein Inn Guesthouse on Ramstein Air Base, Spangdahlem Air Mobility Command (AMC) Terminal, and 470th Air Base Squadron in Geilenkirchen are trained and able to perform their fuel-ration card system responsibilities.

## **8. COMMANDER, AAFES-EUR**

The Commander, AAFES-Eur, is responsible for—

a. Retail sales of tax- and duty-free fuel to authorized organizations and personnel.

b. Operation and control measures for coupon sales and fuel-ration card procedures at AAFES-Eur sales outlets. This includes the following:

(1) The design, storage, distribution, and control of AAFES-Eur retail fuel coupons and fuel-ration cards.

(2) The tax- and duty-free acquisition of POL with commercial suppliers according to the *Truppenzollgesetz* (Forces Customs Law) and directives for retail purposes.

c. Retail-sales control procedures to—

(1) Ensure required identification and documents are presented as proof of purchase authorization to purchase tax- and duty-free motor fuels.

(2) Post sales prices at retail outlets and ensure that sales of rationed fuel to authorized personnel do not exceed ration entitlements.

(3) Record sales of rationed fuel.

(4) Report incidents and suspected incidents of individuals violating the provisions of this regulation (for example, fraud, abuse, sale of tax- and duty-free gasoline to nonauthorized personnel). These reports must be sent to the PM.

(5) Establish procedures for redeeming and destroying unused and expired coupons.

d. Ensure AAFES ration-control systems function and meet requirements of the German Federal Government.

e. Ensure AAFES and contracted commercial fuel-provider personnel are trained and able to perform their AAFES ration-control system responsibilities.

f. Ensure AAFES associates do the following:

(1) Review the customer's validated AE Form 550-175L and the customer's U.S. Forces ID card.

(2) Sell fuel-coupon booklets to customers who have U.S. Forces-registered POVs that do not yet have activated fuel-ration cards.

(3) Issue fuel-ration cards for U.S. Forces-registered POVs that have fuel-ration cards or that have been issued AE Form 550-175L.

(4) For customers receiving fuel-ration cards, ensure that the customer reads and signs AAFES terms and conditions for use of the fuel-ration card.

(5) Issue fuel-ration cards to eligible customers and help customers activate their cards.

(6) Help customers add prepaid cash value to their fuel-ration card accounts from any AAFES retail point of sale.

g. Ensure retail sales associates at AAFES and contracted commercial fuel stations do the following:

(1) Review the customer's valid AE Form 190-1A registration certificate or AE Form 550-175L authorization certificate and the customer's fuel-ration card.

(2) Ensure the name on the back of the fuel-ration card matches the name on the registration certificate or authorization certificate.

(3) Ensure the customer's signature matches the signatures on the back of the fuel-ration card and on the registration certificate or authorization certificate.

(4) Use the backup telephonic system to complete transactions when the automated system is not functioning.

## **9. PERSONNEL AUTHORIZED TO PURCHASE RATIONED FUEL**

Personnel authorized to purchase motor fuel will—

a. Obtain and present documents to prove their eligibility for making tax-free purchases.

b. Sign for purchases of coupon books and sign coupon-book covers at the point of sale. After changing from fuel coupons to fuel-ration card, sign *AAFES Terms and Conditions for Use of the Fuel-Ration Card* before receiving, activating, and using fuel-ration cards for authorized vehicles. Appendix D explains document requirements.

c. Use tax- and duty-free motor fuel only for authorized personal and official purposes. Paragraph 22 lists prohibited actions.

d. To obtain the fuel-ration card while permanently stationed in Germany, eligible applicants will—

(1) Complete the applicant portion of AE Form 190-1AA and register their POV or leased vehicle with a U.S. Forces field registry station (table 1). The field registry station will issue AE Form 190-1A.

(2) Take AE Form 190-1A to the nearest AAFES location for issuing and activating fuel-ration cards (table 2).

(3) View all published video training modules and read all published training material before reading and signing the *AAFES Terms and Conditions for Use of the Fuel-Ration Card*.

(4) Receive fuel-ration cards from the AAFES associate, activate the cards by assigning a new personal identification number (PIN), and use the cards in accordance with this regulation, published training material, and AAFES terms and conditions.

(5) Request replacement fuel ration card from the sites shown in table 2 for any card that will be expiring or has become lost or no longer functions properly. AAFES will not mail replacement cards to authorized personnel.

<b>Table 1 Field Registry Stations</b>	
<b>Garrison/Community</b>	<b>Location and Telephone Number</b>
Ansbach	Barton Barracks, building 5251, room 111, DSN 386-7280
Bamberg	Warner Barracks, building 7011, room 119, DSN 469-7580
Baumholder	Smith Barracks, building 8724, 1st floor, DSN 485-6350
Berlin	Embassy Building, room 455, civ 030-8305-2585
Buechel Air Base	Building 512b, room 209, DSN 452-7340
Darmstadt	Cambrai Fritsche Kaserne, building 4025, 1st floor, DSN 348-6192
Garmisch	Artillery Kaserne, building 203, room 114, DSN 442-3727
Geilenkirchen Air Base	Military Customs Office, building 87, civ 02451-63-2227
Grafenwöhr	Grafenwöhr Training Area, building 530, DSN 475-6477
Hanau	Pioneer Kaserne, building 48, 1st floor, DSN 322-8115
Heidelberg	DPW Kaserne, DSN 370-9484
Hohenfels	Building 10, room 118, DSN 466-2842
Illesheim	Storek Barracks, building 6541, 1st floor, DSN 467-4248
Kaiserslautern	Kapaun Air Station, building 2086, DSN 489-7542
Mannheim	Taylor Barracks, building 348, DSN 381-8600
Schweinfurt	Conn Barracks, building 64, 1st floor, DSN 353-8201
Spangdahlem Air Base	Building 128, room 103, DSN 452-6695
Stuttgart	Panzer Kaserne, building 2930, 1st floor, DSN 431-2833
Vilseck	Rose Barracks, building 351, DSN 476-2626
Wiesbaden	Mainz-Kastel Station, building 7514, room 20, DSN 334-2740
<b>NOTES:</b> 1. All locations are closed on U.S. and German holidays. 2. All locations close at noon on the last workday of the month for inventory. 3. Customers are advised to call specific locations for operating hours.	

e. To obtain eligibility for a short-term (not to exceed 30 days) fuel-ration card while on TDY, official leave, or military pass in Germany, eligible applicants will—

(1) Take their ID card, vehicle-registration documents or vehicle-rental contract and two copies of TDY orders or official leave or military pass documents to the garrison military police station on IMCOM-Europe installations or to the U.S. Forces Customs Office at the Ramstein Inn Guesthouse on Ramstein Air Base, Spangdahlem AMC Terminal, or to the 470th Air Base Squadron Military Customs Field Office at Geilenkirchen NATO Air Base (table 3).

(2) Bring an approved AE Form 600-17A if more fuel than the standard ration (table C-2) will be needed (para 11).

(3) Use AE Form 550-175L, as issued from offices listed in table 3, instead of AE Form 190-1A to complete the actions in d(2) through (4) above.

(4) Keep all approved forms until after the TDY, official leave, or military pass in Germany is complete.

<b>Table 2 AAFES Fuel-Ration Card Issue and Activation Locations</b>	
<b>Garrison/Community</b>	<b>Location</b>
Ansbach	Katterbach Retail Store
Bamberg	Warner Barracks Main Exchange
Baumholder	Smith Barracks Main Exchange
Darmstadt	Kelley Barracks Retail Store
Garmisch	Artillery Kaserne Main Exchange
Geilenkirchen Air Base	Air Base Retail Store
Grafenwöhr	Grafenwöhr Training Area Main Exchange
Hanau	Wolfgang Shoppette/Gas Station
Heidelberg	Shopping Center Main Exchange
Heidelberg	Patrick Henry Village Shoppette
Hohenfels	Hohenfels Training Area Retail Store
Illesheim	Storck Barracks Retail Store
Mannheim	Benjamin Franklin Village Main Exchange
Ramstein	Air Base Gas Station
Ramstein	Air Base Main Exchange
Ramstein	Air Base North Side Shoppette
Schweinfurt	Ledward Barracks Main Exchange
Spangdahlem Air Base	Air Base Main Exchange
Stuttgart	Panzer Kaserne Main Exchange
Vilseck	Rose Barracks Furniture Store
Vogelweh	Main Exchange
Vogelweh	Pulaski Shoppette/Gas Station
Wiesbaden	Hainerberg Main Exchange
Würzburg	Leighton Barracks Shoppette/Gas Station

### **SECTION III FUEL-RATIONING AND RETAIL POLICY**

#### **10. FUEL-RATION AUTHORIZATIONS AND ALLOWANCES**

Appendix E establishes monthly tax- and duty-free motor-fuel ration allowances. Ration allowances are governed by international agreements and are based on motor and vehicle sizes. The U.S. Forces POV Registrar assigns ration allowances during registration. Designated commanders and their representatives also assign ration allowances for nonregistered vehicles, recreational vehicles (RVs), equipment, and machinery.



<b>Table 3 Garrison Military Police Stations and U.S. Forces Customs Offices</b>		
<b>Community</b>	<b>Location</b>	<b>Telephone Numbers</b>
USAG Ansbach	Barton Barracks, Building 5257	DSN 468-7643 civilian 0981-183643
	Illesheim Storek Barracks, Building 6518	DSN 467-4565 civilian 09841-83565
USAG Bamberg	Warner Barracks, Building 7011	DSN 469-8700/ civilian 0951-300-8700
USAG Baumholder	Smith Barracks, Building 8720	DSN 485-7546 civilian 06783-67546
USAG Darmstadt	Cambrai Fritsch Kaserne, Building 4025	DSN 348-7777 civilian 06151-69-7777
USAG Garmisch	Artillery Kaserne, Building 209	DSN 440-3648 civilian 08821-750-3648
USAG Grafenwöhr	Vilseck Rose Barracks, Building 2209	DSN 476-2490 civilian 09662-83-2490
USAG Heidelberg	Patrick Henry Village	DSN 388-2333 civilian 06221-678-2333
USAG Hohenfels	Main Post, Building 358	DSN 466-2812 civilian 09472-832812
USAG Kaiserslautern	Vogelweh/Kapaun Air Base, Building 2067	DSN 489-6060 civilian 0631-536-6060
USAG Mannheim	Sullivan Barracks, Building 256	DSN 385-3359 civilian 0621-730-3359
USAG Schweinfurt	Ledward Barracks, Building 295	DSN 354-6766 civilian 09721-96-6766
USAG Stuttgart	Patch Barracks, Building 2307	DSN 430-5262 civilian 0711-680-5262
USAG Wiesbaden	Air Base Building 1006	DSN 337-5096 civilian 0611-705-5096
Geilenkirchen Air Base	Military Customs Office, Building 297	DSN 458-6019 civilian 02451-63-4924
Ramstein Air Base	U.S. Forces Customs-Europe Field Office, Ramstein Inn Guesthouse	
Spangdahlem Air Base	U.S. Forces Customs-Europe Field Office, Air Mobility Command Terminal	

## 11. SUPPLEMENTAL RATIONS

As an exception, individuals may be authorized supplemental tax- and duty-free motor-fuel rations for their authorized vehicle. AE Form 600-17A will be used to request supplemental fuel rations. Requests may be approved by company or squadron commanders for military personnel and by equivalent-level civilian supervisors for civilian employees.

**a. Permanent (Annual) Supplemental-Ration Requests.** For permanent (annual) supplemental-ration requests, individuals will send their approved AE Form 600-17A by e-mail to [rmvcustsvc@eur.army.mil](mailto:rmvcustsvc@eur.army.mil) or deliver it in person to the Vehicle Registry Customer Service Center at Taylor Barracks in Mannheim (bldg 335, rm 216, Mon through Fri, 0800 to 1600, DSN 386-7280). Permanent (annual) supplemental rations may be approved based on bona fide commuting distance between home and the workplace for a sponsor's specific vehicle. Approvals of permanent (annual) supplemental rations are valid for the remainder of the current registration period. Vehicle sponsors may renew their request for permanent (annual) supplemental rations when they renew their registration for that specific vehicle. Approval for the renewal of a permanent (annual) supplemental ration will require another review of the commuting distance for the specific vehicle.

## **b. Temporary Supplemental-Ration Requests.**

(1) Temporary supplemental-ration requests (AE Form 600-17A) must be sent to the Registry of Motor Vehicles as prescribed in subparagraph a above. The Registry of Motor Vehicles will process approved supplemental-ration requests for use from the approved vehicle's fuel-ration account for the remainder of the current month. The amount of supplemental rations will not exceed 1 month's basic ration.

(2) Temporary supplemental rations for a short-term vehicle (para 13) that is not registered with the Registry of Motor Vehicle are not available at this time.

## **12. BULK PURCHASES**

U.S. embassies, U.S. consulates, and U.S. Government-accredited organizations may obtain motor-fuel bulk-coupon purchase authority or apply for and receive Government vehicle fuel cards for use with all Government-owned or -leased vehicles that are registered or listed with the Registry of Motor Vehicles. Bulk purchases allow resale to authorized individuals at an organization's location when direct purchase from an AAFES outlet is not practical. Bulk-purchase authorizations require approval of the Registry of Motor Vehicles.

## **13. LONG-TERM AND SHORT-TERM FUEL-RATION PERIODS AND PURCHASES**

AAFES will issue long-term fuel-ration cards for POVs that are registered with the Registry of Motor Vehicles. AAFES will also issue short-term fuel ration cards for rental vehicles and visiting POVs not registered with the Registry of Motor Vehicles that have been issued AE Form 550-175L from the offices listed in table 3. The long-term fuel-ration cards for a specific vehicle will be renewable at AAFES card issue and activation sites before the date shown on the lower right front of the fuel-ration card.

a. Ration allowances for long-term vehicles are valid from the first day of the month to the last day of the month during the registration period.

b. Ration allowances for short-term vehicles are valid for a maximum of 30 consecutive days.

c. Coupon purchases for registered POVs for the remainder of calendar year 2008 will be recorded on the Feb 06 version of AE Form 190-1A. All other rationed fuel will be controlled and monitored by the AAFES ration-control system and documented on the Nov 07 version of AE Form 190-1A or AE Form 550-175L.

d. Coupons and fuel-ration cards may be used only to purchase motor vehicle fuel.

e. At no time will fuel coupons be issued for a vehicle after a fuel-ration card is activated for that vehicle.

f. No AAFES, Esso, Aral, or any other stations in Germany will accept fuel coupons after 31 December 2008.

## **14. RENTAL AND LEASED VEHICLES**

The title document for rental or leased vehicles provides the vehicle specifications and serves as the basis for determining ration allowances (app E).

### **a. Rental Vehicles.**

(1) Through 6 July 2008, eligible U.S. personnel stationed in Germany are permitted to obtain fuel coupons for rental cars in Germany without obtaining a memorandum of authorization from their military or civilian chain of command. No later than 7 July 2008, however, these individuals must follow the procedures in paragraph 9e to receive a short-term (not to exceed 30 days) fuel-ration card for their rented vehicle.

(2) Effective no later than 7 July 2008, eligible U.S. Forces personnel who are on TDY or official leave in Germany are authorized to receive a short-term (not to exceed 30 days) fuel-ration card for use in Germany (para 9e).

**b. Leased Vehicles.** Leased vehicles are vehicles for which the contract period is 1 year or more. Applicants will complete AE Form 190-1AA to obtain AE Form 190-1B. The local vehicle registration office will issue a completed AE Form 190-1B to authenticate purchase-approval authority and to authorize AAFES to issue a long-term fuel-ration card for the leased vehicle.

## **15. MOTORCYCLES**

Motorcycle ration allowances are based on motor size. Specific allowances are established in appendix E.

## **16. MOPEDS AND SIMILAR VEHICLES**

Ration allowances for mopeds, motor bicycles, motor scooters, and similar motorized vehicles are 100 liters of motor fuel a month.

a. For rationed-fuel purchases at AAFES facilities, AAFES personnel will record the ration deduction on the back of AE Form 600-702A in the section labeled *Use for Special Recordings or Rations*.

b. To be able to purchase rationed fuel at Esso stations in Germany, personnel must follow the procedures in paragraph 9d to register their mopeds or similar equipment at a U.S. Forces field registry station, receive AE Form 190-1A, and receive a fuel-ration card from AAFES. Mopeds and similar equipment that have a nonstandard license plate must keep the license plate throughout the process of getting a fuel-ration card and when using the fuel-ration card.

## **17. RECREATIONAL VEHICLES, EQUIPMENT, AND MACHINERY**

Authorized fuel-ration card holders may use their existing fuel-ration card to purchase fuel for their own RVs, equipment, and machinery that use fuel (for example, golf carts, motorboats). Individuals needing an additional ration allowance to cover fuel needs of their property should follow procedures in paragraph 11 for approval of a supplemental ration.

## **18. COUPON EXCHANGES AND REFUNDS**

An in-kind trade of coupons or crediting of ration allowances is not authorized except as follows:

a. Coupons that have expired at the end of the year may be exchanged in full-book amounts for up to 1 month's rations. Individuals will either pay the difference in price or receive a refund, as appropriate. Coupons in excess of 1 month's allowance will only be refunded; no ration allowance credit will be given.

b. Individuals who buy the wrong motor-fuel coupons (for example, diesel instead of gasoline) may exchange them for the correct coupons up to 30 days after the purchase. The exchange may not exceed 1 month's ration allowance. The exchange will not be charged against the customer's ration allowance. Individuals will either pay the difference in price or receive a refund, as appropriate.

c. As individuals renew their vehicle registration in 2008, their vehicles will no longer be eligible for coupon purchase or use. Individuals should follow procedures in paragraph 9d to obtain and activate their fuel-ration card after they renew their registration. After activating their fuel-ration card, individuals may request a refund for their unused coupons according to paragraph 18a.

d. When sponsors deregister their long-term vehicle or after their short-term eligibility expires, they may request and receive a full refund from AAFES for any money left on the prepaid fuel-ration card.

## **19. EMERGENCY PURCHASES FOR GOVERNMENT VEHICLES**

Fuel for official U.S. Government vehicles is normally obtained from military service stations on the installation. However, operators of official U.S. Government vehicles may purchase fuel at AAFES-Eur service stations in emergencies (for example, when official coupons have been depleted) or through use of official AAFES-Eur fuel coupons. At the time of purchase, operators must present a current ID card, driver's license, and appropriate vehicle-use authorization (for example, DD Form 1970).

## **SECTION IV**

### **SALES POLICY FOR OTHER COUNTRIES AND OTHER PETROLEUM PRODUCTS**

#### **20. OTHER COUNTRIES**

Appendix F provides references and information on tax- and duty-free motor-fuel sales in countries other than Germany.

#### **21. HEATING FUEL**

Tax- and duty-free heating fuel sold by AAFES-Eur or purchased directly from commercial sources is not rationed. Purchases, however, must be for the sole use of eligible personnel. (AE Reg 215-6/USAFE Inst 34-102 defines procedures for authorized personnel to make direct purchases of tax-free heating oil from commercial suppliers.)

## **SECTION V**

### **VIOLATIONS**

#### **22. PROHIBITED ACTIONS**

Persons subject to this regulation will not—

a. Obtain or attempt to obtain rationed tax- or duty-free fuel by using a registration document or ration-allowance document that—

(1) Has expired or is false (for example, counterfeit).

(2) Belongs to someone else.

b. Use tax-free products for other than the operation of the vehicle or other item for which the purchase is authorized. As an exception, emergency fuel transfers of 40 liters or less to other authorized individuals are permissible.

c. Transfer tax- and duty-free motor fuel to unauthorized personnel or agencies.

d. Exceed ration allowances without an approved supplemental ration.

e. Use motor-fuel coupons at other than AAFES-Eur and authorized commercial stations.

f. Exchange coupons or rations exceeding the amount of fuel received. As an exception, rounding off liters at the pump is permissible (for example, if 24.6 liters of fuel is all the tank will hold, coupons or rations for 25 liters may be used).

g. Use rationed tax- and duty-free fuel entitlements for commercial activities or enterprises.

### **23. CONSEQUENCES**

Individuals violating this regulation may be subject to—

a. Suspension or loss of authorization to purchase tax- and duty-free motor fuel in Germany.

b. Prosecution under the Uniform Code of Military Justice.

c. Civilian employment disciplinary action under applicable regulatory guidance.

## **APPENDIX A REFERENCES**

### **SECTION I PUBLICATIONS**

North Atlantic Treaty Organization (NATO) Status of Forces Agreement (SOFA) and the Supplementary Agreement

*Truppenzollgesetz* (Forces Customs Law)

Administrative Arrangement Concerning the Transformation of the Gas Coupon System into a Fuel Card Program between the Federal Ministry of Finance Represented by the Customs and Excise Department and the U.S. Forces Represented by the USAREUR Provost Marshal as the Customs Executive Agent for the U.S. Forces, HQ USAREUR/7A, signed on 7 January 2008.

AR 25-400-2, The Army Records Information Management System (ARIMS)

AR 60-10/AFJI 34-211, Army and Air Force Exchange Service General Policies

AR 60-20, Army and Air Force Exchange Service Operating Policies

AE Regulation 190-1/CNE-C6F Instruction 11240.6S/USAFE Instruction 31-202, Driver and Vehicle Requirements and the Installation Traffic Code for the U.S. Forces in Germany

AE Regulation 215-6/USAFE Instruction 34-102, Individual Tax-Relief Program

AE Regulation 550-33/CINCUSNAVEUR Instruction 5840.17C/USAFE Instruction 51-710, Regulations on Personal Property, Local Currency, and Motor Vehicles for U.S. Personnel in the United Kingdom

AE Regulation 550-35/CNE-C6F Instruction 5840.6C/USAFE Instruction 36-103, Regulations on Personal Property, Local Currency, and Motor Vehicles for U.S. Personnel in the Netherlands

AE Regulation 550-36/COMUSNAVEUR Instruction 5840.6C/USAFE Instruction 51-707, Regulations on Personal Property, Local Currency, and Motor Vehicles for U.S. Personnel in Turkey

AE Regulation 550-175/USNAVEUR Instruction 5840.1E/USAFE Instruction 51-702, U.S. Forces Customs Controls in Germany

AE Regulation 600-700, Identification Cards and Individual Logistic Support

USAREUR Regulation 550-32/COMUSNAVEURINST 5840.2E/USAFE Instruction 36-101, Tri-Component Directive for Italy on Personal Property, Rationed Goods, Motor Vehicles and Drivers' Licenses, Civilian Component and Technical Representative Status

USAREUR Regulation 600-702/USNAVEUR Instruction 10110.1A/USAFE Instruction 34-101, Ration Policy

## **SECTION II FORMS**

DD Form 1610, Request and Authorization for TDY Travel of DoD Personnel

DD Form 1970, Motor Equipment Utilization Record

DA Form 31, Request and Authority for Leave

DA Form 2028, Recommended Changes to Publications and Blank Forms

AE Form 190-1A, U.S. Forces POV Registration/Title Certificate/*Zulassungsschein/Besitzurkunde für Privatkraftfahrzeuge*

AE Form 190-1B, USAREUR POL Authorization Certificate

AE Form 190-1AA, Application for Motor Vehicle Registration and Allied Transactions

AE Form 550-175L, U.S. Forces POL Authorization for Rental Vehicle or Privately Owned Vehicle Registered in Europe But Not in Germany/*Genehmigung zum Kauf von Treibstoff für einen Mietwagen oder ausserhalb Deutschlands in Europa zugelassenen Privatwagen*

AE Form 600-17A, Request and Authorization for Additional Gas or Diesel Fuel

AE Form 600-702A, U.S. Forces Ration Card

OPM Form 71, Request for Leave or Approved Absence

## **APPENDIX B**

### **SALES OF RATIONED FUEL TO THE AMERICAN EMBASSY, BERLIN; AND U.S. CONSULATE PERSONNEL IN GERMANY**

#### **B-1. ELIGIBILITY**

AE Regulation 600-700 establishes tax- and duty-free motor-fuel authorizations for personnel assigned to the American Embassy in Berlin and to U.S. consulates in Germany.

#### **B-2. REQUIREMENTS**

Authorized personnel require the following to purchase tax- and duty-free fuel:

a. Registration certificate.

b. U.S. Forces-issued privately owned vehicle (POV) license plates or special German license plates (para B-3).

#### **B-3. SPECIAL LICENSE PLATES**

Special license plates will be issued to eligible American embassy and U.S. consulate employees. The Registry of Motor Vehicles is the POC for information on special license plates.



## **APPENDIX C**

### **SALES OF RATIONED FUEL TO OTHER ELIGIBLE PERSONNEL IN GERMANY**

#### **C-1. AUTHORITY**

AE Regulation 600-700 explains categories of personnel who are authorized to purchase tax- and duty-free motor fuel while in Germany on official leave or temporary duty (TDY).

#### **C-2. ELIGIBLE PERSONNEL**

No later than 7 July 2008, the following personnel are authorized tax-free motor fuel and must follow procedures in paragraph 9e to obtain short-term fuel-ration cards for owned or rented vehicles:

##### **a. Personnel on Leave.**

(1) U.S. Forces personnel on leave in Germany from a duty station in Europe or North Africa and deployed to Afghanistan or Iraq on rest and recuperation leave in Germany are authorized tax- and duty-free motor fuel.

(2) The basic regulation, paragraph 14, provides policy on purchasing tax- and duty-free fuel when using a rental vehicle.

(3) For personnel on leave, the fuel ration will be prorated to the amount of time spent in Germany unless the recipient can show a bona fide need for additional fuel.

(4) Personnel on leave will present their leave or military pass document to request fuel for vehicles that are not registered through the U.S. Forces Registry of Motor Vehicles in Germany (to include rental vehicles and privately owned vehicles (POVs)).

**b. Personnel on TDY.** U.S. Forces personnel on TDY are authorized tax- and duty-free motor fuel. Personnel renting a car must have a copy of valid TDY orders and the car-rental contract. Personnel using a POV must have valid TDY orders and the vehicle registration. For personnel on TDY, the fuel ration will be prorated to the amount of time spent in Germany unless the recipient can show a bona fide need for additional fuel (for example, taking leave in conjunction with TDY, planning to drive across Germany). Personnel on TDY will use their TDY document and their rental contract to request AE Form 550-175L that will provide eligibility for them and their vehicle to obtain the short-term (not to exceed 30 days) fuel-ration card from AAFES.

**c. Family Members (Dependents) Traveling Without Sponsors.** Only dependents (as defined by the NATO Status of Forces Agreement) of U.S. Forces military and civilian personnel assigned to Germany are authorized tax- and duty-free motor fuel. Dependents from other European countries and North Africa must be accompanied by their sponsor to purchase tax-free motor fuel.

**d. NATO Personnel.** Table C-1 summarizes authorizations for military and civilian personnel assigned to NATO international military headquarters (IMH) in Germany (including German military personnel) for purchase of tax- and duty-free fuel. Possession of a U.S. Forces POV registration is required to purchase petroleum, oils, and lubricants (POL).

(1) German civilian personnel assigned to NATO IMH in Germany are not authorized tax- and duty-free purchases.

(2) NATO personnel assigned to an IMH in other countries are authorized to purchase tax- and duty-free motor fuel when on TDY to an IMH in Germany (AE Reg 600-700). NATO personnel will use their stationing document to list their vehicle with the U.S. Forces Registry of Motor Vehicles for long-term fuel-ration card support or use their stationing document and their registration certificate or rental contract to request AE Form 550-175L to establish eligibility for them and their vehicle to obtain the short-term (not to exceed 30 days) fuel-ration card from AAFES.

(3) Table C-2 prescribes prorated amounts of POL rations for personnel on leave or TDY.

<b>Table C-1 Authorization for NATO Personnel Assigned to IMH</b>	
<b>Country of Personnel</b>	<b>International Military Headquarters</b>
Belgium	Not Authorized
Bulgaria	Authorized
Canada	Authorized
Czech Republic	Authorized
Denmark	Authorized
Estonia	Authorized
France	Authorized
Germany	Authorized (note)
Greece	Authorized
Hungary	Authorized
Iceland	Authorized
Italy	Authorized
Latvia	Authorized
Lithuania	Authorized
Luxembourg	Authorized
Netherlands	Authorized
Norway	Authorized
Poland	Authorized
Portugal	Authorized
Romania	Authorized
Slovakia	Authorized
Slovenia	Authorized
Spain	Authorized
Turkey	Authorized
United Kingdom	Authorized
United States	Authorized
<b>NOTE:</b> German military personnel assigned at the German-Netherlands Corps in Münster are authorized to list their German-registered vehicles with the U.S. Forces Registry of Motor Vehicles and be issued a long-term fuel-ration card for use in Germany (basic reg, para 9d).	

<b>Table C-2 POL Rations for Personnel on Leave or TDY</b>	
<b>Number of Days on Leave or TDY</b>	<b>Ration Allowance (liters)</b>
1 through 3	50
4 through 7	100
8 through 11	150
12 through 15	200
16 through 18	250
19 through 22	300
23 through 25	350
26 through 30	400

**e. Reserve and National Guard Personnel Who Live in Europe.** U.S. Forces Reservists and National Guard personnel are authorized to purchase tax- and duty-free motor fuel while on active duty or in monthly battle assembly drilling status in Germany.

(1) Reservists living in Europe must have orders to document their eligible status and a common access card (CAC).

(2) Reservists and National Guard personnel living outside Europe must have TDY or active duty orders (for example, annual training, active duty for training, active duty for special work, temporary tour of active duty). Orders must be stamped as stated in USAREUR Regulation 600-702/USNAVEUR Instruction 10110.1A/USAFE Instruction 34-101 and must indicate the appropriate pro rata motor-fuel authorization as shown in appendix E.

(3) Authorization to purchase tax- and duty-free fuel in Germany is restricted to one motor vehicle per Reservist or National Guard member. Spouses and Family members of Reserve and National Guard personnel are not authorized to purchase tax- and duty-free fuel.

(4) The following procedures apply for Reservists who live in Germany:

(a) Each Reservist who lives in Germany may identify one vehicle for special “long-term” fuel-ration card eligibility with a standard ration of 50 liters per month. Vehicles with 60 horsepower or less will be eligible for only 25 liters per month.

(b) To confirm eligibility for themselves and their individually identified single eligible vehicle, each Reservist will provide his or her vehicle information to the Registry of Motor Vehicles and pay the annual registration fee. Individual reservists are responsible for identifying themselves with official documentation for their status.

(c) The Registrar will issue a vehicle eligibility certificate to eligible Reservists. The certificate provides rationed-fuel eligibility for a specific vehicle.

(d) AAFES will issue a long-term fuel-ration card for each Reservist with a valid eligibility certificate for the listed vehicle ((c) above). The long-term card that AAFES issues for the listed vehicle will expire within 3 years or with the current registration for the vehicle (whichever is sooner).

(e) For the month during which the Reservist has annual (2-week) training, the Reservist may submit a request in advance for supplemental rations as explained in paragraph E-5 to raise the ration amount for the vehicle for that month. Reservists who activate for longer than the 2-week annual training period will be eligible to request the entire standard monthly ration for each month they are in active status.

**f. Other Personnel.** AE Regulation 600-700 explains POL authorizations for personnel assigned to the U.S. Department of State, non-DOD Government agencies, and other authorized activities.

### **C-3. INELIGIBLE PERSONNEL**

U.S. Forces personnel on leave but not stationed in Europe or North Africa are not authorized tax- and duty-free motor fuel.

## **APPENDIX D DOCUMENTATION REQUIREMENTS**

### **D-1. BASIC DOCUMENTATION REQUIREMENTS**

Personnel will present the following documents to the Army and Air Force Exchange Service, Europe (AAFES-Eur), sales outlet when purchasing motor fuel or fuel coupons or when requesting issuance of a fuel-ration card:

a. A valid ID card, diplomatic passport, or other credentials (for example, documents listed in AE Reg 600-700, documents shown on AAFES-Eur Sign 9007).

b. An original registration certificate. The following are acceptable registration certificates:

(1) AE Form 190-1A, AE Form 190-1AA, and AE Form 190-1B for U.S. Forces personnel.

(2) AE Form 550-175L for applicable personnel on TDY, leave, or military pass in Germany from a duty station in Europe or North Africa and personnel who are deployed to Afghanistan or Iraq and on rest and recuperation leave in Germany.

(3) Rental agreement for rental vehicles.

(4) Documents prescribed by AE Regulation 600-700.

### **D-2. SUPPLEMENTAL DOCUMENTATION REQUIREMENTS**

a. Military and civilian sponsors who are on leave and stationed in North Africa or European countries except Germany must have proof of assignment (for example, official leave orders). Dependents must be accompanied by their sponsor to obtain tax- and duty-free motor fuel.

b. Personnel on temporary duty (TDY) must have a copy of their orders.

c. Individuals residing in the USEUCOM area with NATO status (employed by the U.S. Forces) who are called to active duty must have active duty orders and a common access card. TDY or active duty orders are required for Reservists living outside of Germany. Orders must be stamped as prescribed by USAREUR Regulation 600-702/USNAVEUR Instruction 10110.1A/USAFE Instruction 34-101 and must indicate the appropriate pro rata motor-fuel authorization as shown in appendix E.

d. Individuals not residing in the USEUCOM area who are called to active duty in USEUCOM must have a common access card and AE Form 550-175L.

## APPENDIX E

### FUEL-RATION AUTHORIZATIONS AND ALLOWANCES FOR GERMANY

#### E-1. MOTOR-FUEL RATION ALLOWANCES

Monthly motor-fuel ration allowances are shown in table E-1. Motor sizes (table E-1) are listed in U.S. horsepower (hp) with the equivalent kilowatt (kW) and German horsepower (*Pferdestärke (PS)*).

#### E-2. MONTHLY FUEL-RATION AUTHORIZATIONS AND ALLOWANCES

The U.S. Forces Motor Vehicle Registry will determine monthly fuel-ration authorizations based on technical data available at the Registry and data presented by the owner at the time of registration. Ration allowances are determined by motor size (U.S. hp) with the equivalent German ratings in kW in table E-1.

#### E-3. RENTAL AND LEASED VEHICLE FUEL RATIOS

Rental and leased vehicle fuel ratios will be consistent with those in table E-1 and will be based on vehicle title documents. Ration amounts for segments of days that are less than 1 month are shown on AE Form 550-175L. Leased vehicle allowances must be recorded on AE Form 190-1B at the time of registration with the U.S. Forces Motor Vehicle Registry.

#### E-4. PETROLEUM, OILS, AND LUBRICANTS

The data shown in Table E-1 provides standard monthly ration allocations.

<b>Type of Vehicle</b>	<b>hp</b>	<b>kW</b>	<b>PS</b>	<b>Ration Allowances (liters)</b>
Passenger vehicles	60 and above	44.74 and above	60.85 and above	400
	Under 60	Under 44.74	Under 60.85	200
Motorcycles	60 and above	44.74 and above	60.85 and above	300
	Under 60	Under 44.74	Under 60.85	200
RVs and equipment	10 and above	7.46 and above	10.15 and above	200
	Under 10	Under 7.46	Under 10.15	100

#### E-5. SUPPLEMENTAL MOTOR FUEL

a. Supplemental motor fuel will be authorized for personnel in paragraphs C-2d and e if they have a U.S. Forces-registered privately owned vehicle (POV) and are called to active duty. This supplemental motor fuel will be authorized for passenger vehicles and light trucks during the time they are used for transportation to, from, and during Reserve or National Guard active duty.

b. Reservists and National Guard personnel who do not meet the criteria for supplemental motor fuel in subparagraph a above but who are assigned to perform Reserve or National Guard duties in Germany are authorized support when they present their active duty orders.

(1) Active duty orders will be annotated with a ration stamp according to USAREUR Regulation 600-702/USNAVEUR Instruction 10110.1A/USAFE Instruction 34-101.

(2) AE Form 550-175L will be issued at IMCOM-Europe military police stations and from U.S. Forces customs offices at the Ramstein Inn Guesthouse, the Spangdahlem AMC Terminal, and the 470th Air Base Squadron at Geilenkirchen NATO Air Base, and will serve as an approved document to establish eligibility for a vehicle that is owned, rented, or leased by eligible personnel.

c. Individuals requesting a supplemental ration will submit their request as follows:

(1) Owners of vehicles registered with the U.S. Forces in Germany will e-mail the approved document to [rmcustsvc@eur.army.mil](mailto:rmcustsvc@eur.army.mil). Owners of vehicles registered in Germany may also deliver their approved request in person to the U.S. Forces Motor Vehicle Registry Customer Service Center at Taylor Barracks in Mannheim (bldg 335, rm 216, Mon through Fri, 0800 to 1600, DSN 386-7280).

(2) For owned, rented, or leased vehicles that are not registered with the U.S. Forces in Germany, owners must get approval from their supervisor or commander before departing from their place of duty and submit their approved request to obtain AE Form 550-175L as explained in b(2) above.

## **APPENDIX F**

### **SALE OF RATIONED FUEL TO PERSONNEL ASSIGNED TO OTHER COUNTRIES**

**NOTE:** All eligible personnel who are stationed in Europe or North Africa but not in Germany, as shown in this appendix, are authorized to use the short-term fuel-ration card for their privately owned or rented vehicles while they are on temporary duty (TDY), official leave, or military pass status in Germany.

#### **F-1. BELGIUM**

Supreme Headquarters Allied Powers Europe retail tax-free motor-fuel coupons are authorized only for personnel stationed or on TDY in Belgium. The coupons may be used at designated commercial service stations.

#### **F-2. ITALY**

USAREUR Regulation 550-32/COMUSNAVEURINST 5840.2E/USAFE Instruction 36-101 establishes authorizations and policy for personnel visiting Italy.

a. Coupon books are sold only at Army and Air Force Exchange Service, Europe, and Navy exchanges in Italy.

b. Personnel on leave in or TDY to Italy may purchase a maximum of 200 liters of tax-free motor fuel. Before going to AAFES or the Navy Exchange to purchase coupons, buyers must present their ID card or passport, their vehicle registration or rental contract, and a document showing that they are on approved leave or TDY to law enforcement or customs authorities. Law enforcement or customs officials will provide a document that provides eligibility for the individual to buy coupons from AAFES or the Navy Exchange.

#### **F-3. THE NETHERLANDS**

AE Regulation 550-35/CNE-C6F Instruction 5840.6C/USAFE Instruction 36-103 establishes authorizations and policy for personnel visiting the Netherlands.

#### **F-4. TURKEY**

Retail tax-free motor-fuel coupons are not available in Turkey. AE Regulation 550-36/COMUSNAVEUR Instruction 5840.6C/USAFE Instruction 51-707 provides more information.

#### **F-5. UNITED KINGDOM**

Tax-free motor fuel is available only for personnel assigned in or on TDY to the United Kingdom. AE Regulation 550-33/CINCUSNAVEUR Instruction 5840.17C/USAFE Instruction 51-710 establishes authorizations and policy.



## GLOSSARY

### SECTION I ABBREVIATIONS

AAFES	Army and Air Force Exchange Service
AAFES-Eur	Army and Air Force Exchange Service, Europe
AFJI	Air Force joint instruction
AMC	Air Mobility Command
AR	Army regulation
CAC	common access card
CINCUSNAVEUR	Commander in Chief, United States Naval Forces, Europe
CNE-C6F	Commander, U.S. Naval Forces Europe/Commander, U.S. Sixth Fleet
COMUSNAVEURINST	Commander, United States Naval Forces Europe, instruction
DOD	Department of Defense
hp	horsepower
ID	identification
ILS	individual logistic support
IMCOM-Europe	United States Army Installation Management Command, Europe Region
IMH	international military headquarters
kW	kilowatt
MPI	military police investigation
NAMSA	NATO Maintenance and Supply Agency
NATO	North Atlantic Treaty Organization
PIN	personal identification number
PM	Provost Marshal, United States Army Europe
POC	point of contact
POL	petroleum, oils, and lubricants
POV	privately owned vehicle
<i>PS</i>	<i>Pferdestärke</i> (horsepower)
RV	recreational vehicle
SOFA	Status of Forces Agreement
TDY	temporary duty
U.S.	United States
USAFE	United States Air Forces in Europe
USAG	United States Army garrison
USAREUR	United States Army Europe
USEUCOM	United States European Command

### SECTION II TERMS

#### **Army and Air Force Exchange Service, Europe, fuel coupons**

Coupons sold by the Army and Air Force Exchange Service, Europe (AAFES-Eur), for tax- and duty-free motor fuel. The coupons are sold to authorized individuals and activities, and may be exchanged for motor fuel at either AAFES-Eur-operated service stations or specified commercial stations through 31 December 2008 or when the sponsor or spouse activates fuel ration cards for the vehicle (whichever is sooner).

**Army and Air Force Exchange Service, Europe, fuel ration cards**

Cards issued by the Army and Air Force Exchange Service, Europe (AAFES-Eur), for tax- and duty-free motor fuel at either AAFES-Eur-operated service stations or specified commercial stations in Germany.

**Army and Air Force Exchange Service, Europe, retail service station**

An Army and Air Force Exchange Service, Europe (AAFES-Eur)-operated facility for selling and dispensing petroleum, oils, and lubricants (including gasoline and diesel motor fuel). These stations offer fuel for privately owned vehicles of authorized personnel in exchange for either AAFES-Eur coupons or cash. These stations also offer commercial motor oil and similar products in exchange for cash.