



---

## DOT Headquarters Garage Safety Bulletin

**BULLETIN #:** TSB-2026-03

**DATE:** January, 20, 2026

**SUBJECT:** DOT Headquarters Garage Safety and Requirements

**PURPOSE:** This bulletin communicates important information on DOT HQ Garage safety and requirements.

### INFORMATION:

DOT employees and contractors who are authorized to park their personally owned vehicles (POVs) in the garage must present their DOT-issued ID/Access Card at the card reader to activate the barrier gate. If you are entering the garage as a carpool member or passenger, a DOT Security Officer will physically inspect and place each card on the reader to verify authorization before opening the barrier gate. DOT employees and contractors authorized to park bicycles or personal electronic vehicles (PEVs) including e-scooters, e-bikes, and electronic unicycles, must present their DOT-issued ID/Access Card to a DOT Security Officer at the 3rd Street parking garage entrance ramp.

- The officer will inspect and scan the card prior to granting entry.
- Bicycles and PEVs must be parked and secured at designated bicycle racks throughout the garage.
- Bicycles and PEVs may not be brought into or stored in any other areas within DOT buildings.

All patrons using the DOT Headquarters parking garage must operate vehicles in a safe manner and comply with all posted traffic control measures and garage procedures.

DOT HQ Garage Patrons must:

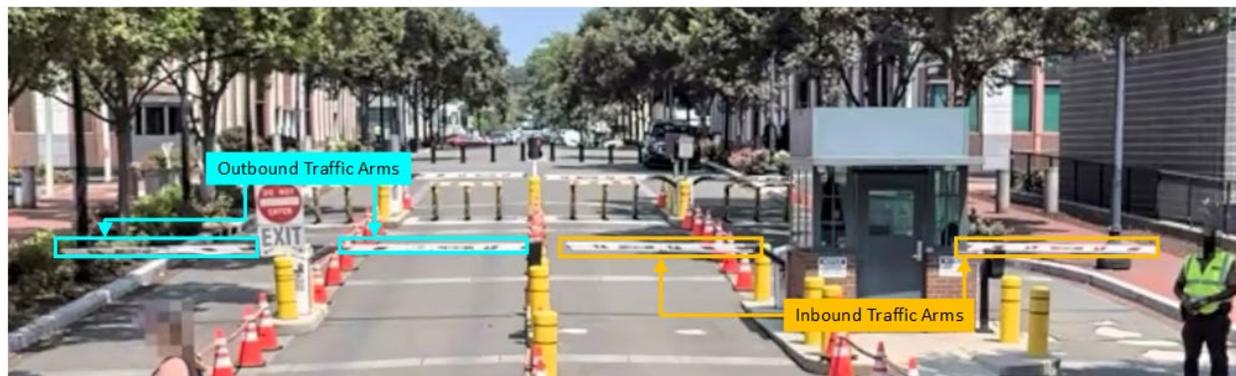
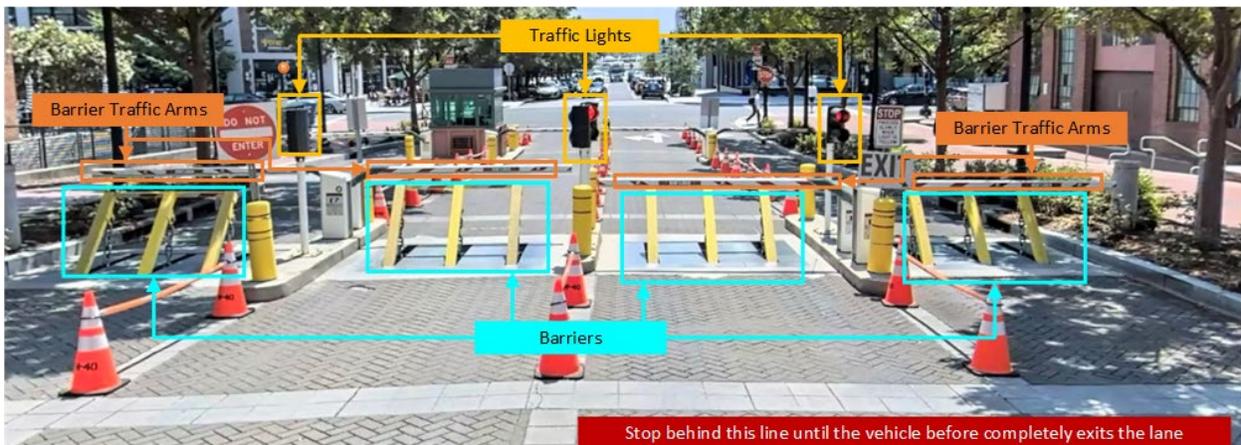
- Follow the posted 5 mph speed limit and come to a complete stop at all stop signs.

- Obey all garage markings and signage, including traffic lanes, directional patterns, and speed limits.
- Drive cautiously at all times and park only in authorized spaces.
- Pull all the way into tandem parking spaces to allow two vehicles to park when applicable.
- Follow all lawful directions from Security Officers, parking attendants, and authorized personnel.

### Barrier Gate/Vehicle Barrier System Requirements

To reduce the risk of collisions and ensure a safe flow of traffic, drivers must use caution at all entry/exit barriers:

- Pay close attention to traffic lights and DO NOT tailgate the vehicle ahead.
- Only one vehicle per lane is permitted to enter or exit at a time.
- Each vehicle must fully clear the barrier system before the next vehicle approaches.
- Maintain at least two car lengths from the barrier until the vehicle ahead has fully exited through the final traffic arm and the arm has lowered.
- Once the arm drops, you may approach the barrier and proceed as directed.
- The vehicle barrier will not rise if a vehicle stops on the activation loop.



To maintain safe traffic flow and support operational readiness, the following are strictly prohibited:

- No Idling/Waiting: Stopping or waiting in travel lanes especially at the base of ramps is prohibited.
- Hazard Lights Do Not Authorize Stopping: Using hazard lights does not permit any vehicle to block active lanes, thoroughfares, or service entrances.

Failure to comply with the governing rules of the garage may result in ticketing or revocation of parking privileges. If needed, Federal Protective Service (FPS) will monitor the garage for safe driving practices and issue moving violations when appropriate

**CONTACT:** If you have questions regarding this bulletin, please contact the Parking and Transit Benefit Office at (202) 366-1398 or [Parking.TransitOffice@dot.gov](mailto:Parking.TransitOffice@dot.gov).