



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON BAVARIA
UNIT 28130
APO AE 09114-8130

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IMBA-HRS

MEMORANDUM FOR All Military Personnel within the USAG Bavaria Footprint

SUBJECT: USAG Bavaria Command Policy Letter #17; Urinalysis Testing and Drug-Abuse Prevention Education for Soldiers

1. The goals of the Army's drug-testing program are deterring Soldiers from abusing drugs and facilitating early identification of drug abusers. Drug and alcohol testing are tools available to commanders to achieve these goals. Crucial to the success of the program is that commanders conduct testing often and at random intervals.
2. Commanders that fail to test their Soldiers, will lose the deterrent and identification effects of the program. Strict enforcement of the Army's policy against drug abuse is our mission, despite the inconvenience testing might entail.
3. Failure to comply with the provisions of this policy letter may result in adverse administrative action or punitive action, including punishment under the Uniform Code of Military Justice for service members.
4. Education and/or training will be provided to all military personnel concerning alcohol and drug abuse prevention policy and effective measures to alleviate problems associated with alcohol and drug abuse.
5. Commanders will ensure that all leaders and Soldiers understand and comply with this policy. Point of Contact is the Garrison Bavaria Alcohol and Drug Control Officer, 475-6653/6641.

Encl
Procedures for Urinalysis
Testing and Prevention


MARK A. COLBROOK
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Procedures for Urinalysis Testing and Drug-Abuse Prevention Education for Soldiers

1. References:

a. DOD Instruction 1010.16, Technical Procedures for the Military Personnel Drug Abuse Testing Program.

b. AR 600-85, Army Substance Abuse Program (ASAP), 2 December 2009, and RAR, 28 December 2012.

2. Purpose. This guidance establishes the Urinalysis Testing and Drug-Abuse Prevention Education for Soldiers of USAG Bavaria.

3. Applicability. This guidance applies to all military units, commands, and tenant organizations serviced by the USAG Bavaria Army Substance Abuse Program (ASAP) facilities.

4. Program Execution. Unit commanders will:

a. Appoint two or more Unit Prevention Leaders (UPLs) in the grade of E-5 or above to manage the unit's ASAP. Appoint one or more Battalion Prevention Leader (BPL) per battalion, squadron or taskforce in the grade of E-5(P) or above to manage the overall battalion's/ squadron's ASAP. These Soldiers must meet the criteria outlined in AR 600-85, Chapter 9-6(a)1-6, possess sufficient skill, integrity, and maturity to perform the highly sensitive duties required, and obtain UPL certification through the ASAP.

b. Conduct unannounced random urinalysis testing while applying smart testing techniques. The randomness must extend beyond random selection of Soldiers; it must include randomness of frequency (how often the commander tests) and periodicity (when during the month/week/day the commander tests) to make the test unpredictable to the testing population.

c. Increase the level of deterrence and to meet the intent of AR 600-85, battalion-level commanders should direct urinalysis testing of at least 4-5% of the battalion's total strength each week; but no less than 17-25% per month per unit. Additionally, it is recommended to conduct one or two 100% unit sweep urinalysis testing per fiscal year.

d. Ensure all Soldiers enrolled in ASAP Clinical program are tested for drug and alcohol once per month or more frequently IAW their rehabilitation treatment plan. Rehabilitation testing will be conducted at the unit level by a UPL who is currently certified through the ASAP.

e. Initiate separation on Soldiers who test positive for illicit drugs within 30 calendar days of the company commander receiving notification of the positive result from the ASAP. All separation actions will be forwarded to the separation authority, who will

make the final determination on separating the Soldier in accordance with AR 635-200. Retention should be reserved for Soldiers that show clear potential for both excellent future service to the Army and for remaining free from substance abuse.

f. Establish and implement unit urinalysis and prevention Standard Operating Procedures (SOPs). All unit SOPs must be reviewed and approved by the ASAP Manager, and the local Staff Judge Advocate.

g. Ensure that a unit prevention plan has been reviewed by ASAP prevention staff. The prevention plan will address mandatory 4 hours of annual training (suggested quarterly) substance-abuse prevention training based on but not exclusive to the implementation of the Unit Risk Inventory assessment.

5. **Responsibilities.**

a. Unit Commander will approve selection dates and rosters for urinalysis testing.

b. Unit Prevention Leader will request appointments through the Drug Testing Coordinator for obtaining supplies for collections and turning specimen in at the collection point.

c. Alcohol and Drug Control Officer will review monthly SMART testing data and report to commands on trends.

d. Prevention Coordinators will report monthly on unit training statistics to the ADCO and commander.

6. **Proponent.** The proponent agency of this Urinalysis Testing and Drug-Abuse Prevention Education for Soldiers is the ASAP, USAG Bavaria.