



DEPARTMENT OF THE NAVY
COMMANDER TRAINING AIR WING ONE
101 FULLER ROAD SUITE 250
MERIDIAN MS 39309-5403

COMTRAWINGONEINST 5355.2M
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COMTRAWING ONE INSTRUCTION 5355.2M

From: Commander Training Air Wing ONE

Subj: DRUG/ALCOHOL ABUSE URINALYSIS TESTING PROGRAM

Ref: (a) OPNAVINST 5350.4C
(b) CNATRAININST 5350.5F

1. Purpose. To set forth drug and alcohol abuse urinalysis testing policies and reporting procedures for Training Air Wing ONE (TW-1) and its subordinate commands.

2. Cancellation. COMTRAWINGONEINST 5355.2L

3. Background. References (a) and (b) provide Navy Policy for Drug and Alcohol Abuse Prevention and Control. Alcohol and other drug abuse is costly in terms of time lost and is a severe detriment to morale and esprit de corps. It undermines the very fiber of combat readiness and is incompatible with the maintenance of high standards of performance, military discipline and readiness.

4. Policy. Per reference (a), the following procedures shall be adhered to when conducting urinalysis screening within TW-1.

a. Inspections. Urinalysis testing shall be regularly conducted using the following methods:

(1) Random Sampling. Between ten and twenty percent of assigned personnel should be tested monthly.

(2) Unit Sweep. A unit sweep of all personnel assigned shall be conducted once a year. Other than the one annual unit sweep, submissions in excess of forty percent of assigned personnel in any given month require Echelon 3 prior approval.

b. Fitness for duty. Fitness for duty tests include command-directed examinations of an individual to determine the member's competency for duty. The results of fitness for duty tests may not be used as a basis for disciplinary action but may be used to initiate counseling, rehabilitation, or administrative actions. Fitness for duty tests are directed when certain incidents occur which could be caused by the abuse of drugs and/or alcohol.

Examples are:

(1) Serious mishaps or incidents which involve violations of safety precautions or carelessness.

(2) Major vehicle offenses involving reckless driving, speeding, or driving under the influence of drugs or alcohol.

(3) Disorderly conduct, willful disobedience of orders, and/or disrespect to superiors.

(4) Bizarre or irregular behavior.

(5) All personnel who surrender or who are apprehended following a period of unauthorized absence will undergo urinalysis testing within 24 hours after their return to control of military authority.

c. Search or seizure testing. When members are suspected of unlawfully using drugs, tests shall be obtained by either of the following means and/or reasons:

(1) Member's consent.

(2) Probable Cause.

d. Rehabilitation/Aftercare. Personnel identified for drug or alcohol rehabilitation may be required to submit to a minimum of four random urine tests per month for a period of up to 180 days as part of rehabilitation or aftercare program.

5. Action

a. TW-1 and subordinate units shall:

(1) Designate either an officer or chief petty officer that has the highest trust and confidence to serve as the Urinalysis Program Coordinator (UPC). Although not required, it is strongly recommended that the UPC attend the one-day training for UPC's that teaches the technically correct procedures for administering and maintaining a command Urinalysis Program. Drug and Alcohol Program Management Activities (DAPMA) Norfolk provides the UPC Course, both in-house and via Mobile Training Teams (MTT).

(2) Ensure that all personnel identified for random urinalysis testing report to the designated staging area no later than 0900. Exceptions are personnel in a leave, liberty, or Temporary Duty (TDY) travel status. These cases are considered authorized absences and personnel are not required to report for urinalysis testing. Personnel identified as being in a flight or crew rest status shall report to the designated staging area immediately after their first flight event or at the expiration of their crew rest. In all cases, personnel failing to report for urinalysis screening may be subject to disciplinary action.

b. Designated UPCs shall:

- (1) Oversee the entire Urinalysis Program within their command per reference (a).
- (2) Notify all individuals of the time and place of testing.
- (3) Ensure that all designated “monitors” are briefed on the provisions of reference (a) prior to the start of urinalysis testing.



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