



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

IMGF-ZA

11 APR 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Bavaria Military Community Policy Letter #12; Urinalysis Testing and Drug-Abuse Prevention Education for Soldiers

1. **Effective Date.** This policy letter remains in effect until superseded or rescinded.
2. **Scope and Punitive Effect.** This policy letter is applicable to all military units, commands, and tenant organizations serviced by the Bavaria Military Community Army Substance Abuse Program (ASAP) facilities. 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.
3. **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 February 2009, and RAR, 2 December 2009.
4. **Policy.** 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. If commanders fail to test their Soldiers, the deterrent and identification effects are lost. Strict enforcement of the Army's policy against drug abuse is our mission, despite any inconvenience testing might entail. 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. To increase the level of deterrence and to meet the intent of AR 600-85, battalion-level commanders should

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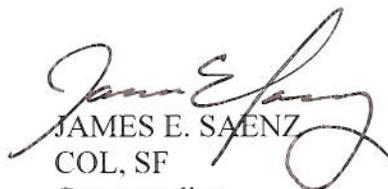
direct urinalysis testing of at least 4-5% of the battalion's total strength each week; but no less than 17-25% per month per unit. Additionally, it is recommended to conduct one or two 100% unit sweep urinalysis testing per fiscal year.

c. 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.

d. 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.

e. 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. Additionally, as part of the unit SOP, a prevention plan will address quarterly substance-abuse prevention training requirements and implementation of the Unit Risk Inventory assessment.

5. **Points of Contact.** Points of contact for this memorandum are the ASAP offices as follows: USAG Grafenwoehr, 475-6658/6653 and 476-2278; USAG Hohenfels, 466-1710/3038; USAG Garmisch, 466-1710/3038.


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