THE ASSISTANT SECRETARY OF DEFENSE
WASHINGTON, D.C. 20301-2500

SPECIAL OPERATIONS/
LOW-INTENSITY CONFLICT

OCT 1 2003

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DIRECTOR, DEFENSE RESEARCH AND ENGINEERING
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
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DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTOR, NET ASSESSMENT
DIRECTOR, FORCE TRANSFORMATION
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES
CHIEF, NATIONAL GUARD BUREAU

SUBJECT: Department Drug Demand Reduction Policy

The use of prohibited drugs adversely impacts the effectiveness, safety and discipline in the Armed Forces and the Department's civilian workforce. The focus of the Department's Drug Demand Reduction Program is to deter service members, their families and Department civilian personnel from using prohibited drugs.

Pursuant to the Department's counternarcotics policy, dated July 31, 2002 and signed by the Deputy Secretary of Defense, this office is authorized to develop and implement the Department's counternarcotics policy. Therefore, the following constitutes policy concerning drug demand reduction. The Secretaries of the Military Departments and Heads of the Defense Civilian Components will issue guidance to implement this policy. The primary method for deterring the use of prohibited drugs is through urine drug testing. Service members and civilian personnel who knowingly use prohibited drugs will be identified and face consequences for their actions. All Department personnel and military family members will be offered anti-drug education that has objective performance measures. This policy, set forth on October 1, 2003, extends the Department's drug demand reduction policy in the following three DoD policy statements:

- Directive 1010.1, "Military Personnel Drug Abuse Testing Program," dated December 9, 1994;

- Directive 1010.9, "DoD Civilian Employees Drug Abuse Testing Program," dated August 23, 1988; and

- Instruction 1010.16, "Technical Procedures for the Military Personnel Drug Abuse Testing Program," dated December 9, 1994.

ASD (SO/LIC) memorandum, "Department of Defense Civilian Drug Testing", dated January 10, 2001 is rescinded.

Thomas W. O'Connell

Attachment:
Appendix, General Drug Demand Reduction Policy Implementation Guidelines

Appendix

General Drug Demand Reduction Policy Implementation Guidelines

The Department shall:

- Maintain a forensic drug testing program based upon random selection for all Department military members and civilian personnel in testing designated positions;

- Conduct drug testing for all military members at a minimum average testing rate for each Service, the Army National Guard and the Air National Guard of one test per member per year. Testing rates for active duty, reserve and National Guard forces will be calculated separately;

- Conduct drug testing for civilian employees in testing designated positions at a minimum average testing rate for each Agency or Component of one test per testing designated employee per year;

- Ensure that selected senior Department members who are in the random testing program and are not identified and tested have at least one drug test during the year. These senior personnel include executive level and senior executive service civilians holding testing designated positions and flag rank officer members DoD-wide;

- Conduct mandatory drug testing for applicants prior to entering military service, with consequences currently outlined by the Secretary of Defense memorandum dated May 11, 2000;

- Conduct mandatory drug testing for applicants to become Department civilians in testing designated positions with consequences outlined by the head of the Agency or Component;

- Conduct mandatory drug testing for new military entrants from the delayed entry program within 72 hours of entering active duty beginning October 1, 2004;

- Process military members who knowingly use a prohibited drug for separation from military service. Retention in military service of military members who knowingly use a prohibited drug must be approved by the member's Special Courts-martial Convening Authority or higher authority;

- Discipline civilian and military personnel who knowingly use prohibited drugs as appropriate;

- Operate military drug testing laboratories that test urine specimens collected from military members or applicants, regardless of the urine donor's Service affiliation;

- Test military members and military applicants at a minimum for use of marijuana, cocaine and amphetamines;

- Test civilian employees in testing-designated positions for use of the drugs mandated by federal guidelines;

- Conduct anti-drug education programs, with objective measures of effectiveness, for military members, their families, and for civilian employees;

- Sponsor anti-drug programs for community schools and activities that are on, or formally associated with, military installations;

- Sponsor community counternarcotics outreach programs through the National Guard, with objective measures of effectiveness, and that are funded in accordance with the Secretary's annual guidance for State Plans; and

- Participate in national anti-drug campaigns, such as the National Family Partnership's Red Ribbon Week, that encourage members, families and citizens to lead healthy, drug-free lifestyles.