



NATIONAL GUARD BUREAU
111 SOUTH GEORGE MASON DRIVE
ARLINGTON VA 22204-1373

MAY 01 2018

ARNG-HRS

MEMORANDUM FOR The Adjutants General of all States, Puerto Rico, the U.S. Virgin Islands, Guam, and the District of Columbia

SUBJECT: Drug Testing and Prevention Education for Army National Guard (ARNG) Recruit Sustainment Program (RSP) Soldiers (PPOM #18 – 015)

1. References: See Appendix A
2. This policy supersedes PPOM #15-034 dated 13 October 2015 (reference a) and PPOM #16-005 dated 25 February 2016 (reference b). It provides updated requirements for the administrative separation of ARNG Soldiers, to include RSP participants due to alcohol or other substance abuse.
3. Purpose. The purpose of this memorandum is to provide updated guidance for all ARNG Units, to include RSP Units, for the administering of Substance Abuse Prevention training and drug testing specimens, as established in reference c, and to provide guidance regarding administrative actions for Soldiers who test positive.
4. Background. The objective of the ARNG Substance Abuse Program (ARNG-SAP) is to sustain a well-disciplined, resilient, mission capable force ready for mobilization. Illegal drug use is misconduct and the abuse of alcohol military and civilian personnel does not align with the standards of performance, discipline, and readiness necessary to accomplish the ARNG's mission. All levels of State leadership should ensure prevention education and drug testing comply with ARNG standards.
5. In accordance with (IAW) Army Regulation (AR) 600-85, Chapters 2-10 and 15-19 (reference c):
 - a. All ARNG MTOE and TDA units, to include the RSP, will conduct a minimum two hours of Substance Abuse Prevention training and drug testing to standard.
 - b. Every assigned ARNG member will be drug tested at least once per fiscal year.
 - c. Testing RSP Soldiers does not exempt the Soldier's parent unit from drug testing 25 percent of its available assigned force each quarter.

ARNG-HRS

SUBJECT: Drug Testing and Prevention Education for the Army National Guard (ARNG) Recruit Sustainment Program (RSP) Soldiers (PPOM #18 – 015)

6. Administrative Actions.

a. ARNG Soldiers verified as illicit drug users and not assigned to the Recruit Sustainment Program (RSP):

(1) Upon commander's notification of a Soldier's positive drug test, the unit initiates an administrative separation packet within 30-days or end of next inactive duty training period, whichever is later. Soldiers may be considered for disciplinary action prior to separation.

(2) Flag Soldiers immediately IAW AR 600-8-2 (reference d) using DA Form 268, (Report to Suspend Favorable Personnel Action (FLAG)) to suspend favorable personnel actions until separation procedures for misconduct are adjudicated.

(3) Evaluate Soldiers for continued eligibility and access to classified information. Report results to the U.S. Army Central Clearance Facility IAW AR 380-67 (reference e).

b. ARNG Soldiers verified as illicit drug users and currently assigned to the RSP:

(1) Advise the Soldiers of their rights under the appropriate provisions of the state law pertaining to self-incrimination using the appropriate State Rights Warning Procedure/Waiver Certificate, and explain the Limited Use Policy addressed in section III, chapter 10 of AR 600-85.

(2) Immediately cancel Soldier's training reservations (Basic Combat Training/Advanced Individual Training and any follow on training), and notify ARNG Recruiting Operations Branch.

(3) Refer Soldiers to certified and/or licensed substance abuse counselor and rehabilitation programs per procedures in AR 600-85 15-14. Commanders will document the referral using DA Form 4856 (Developmental Counseling Form). Soldiers are responsible for all costs incurred in any referral/rehabilitation programs.

(4) Commanders must initiate separation action within 30-days or end of next inactive duty training period, whichever is later. The separation action will be forwarded to the separation authority, which will make a final determination on separating or retaining the Soldier. Commanders will forward a recommendation for retention or separation through command channels to the separation authority.

ARNG-HRS

SUBJECT: Drug Testing and Prevention Education for the Army National Guard (ARNG) Recruit Sustainment Program (RSP) Soldiers (PPOM #18 – 015)

(5) If retention is approved by the separation authority, the following applies:

(A) The Soldier must successfully complete a State certified substance abuse program. Enrollment is required as soon as possible and within 90-days of notification. Enrollment and participation will be at no expense to the government. Commanders will immediately initiate discharge actions for Soldiers who refuse or fail to enroll in a rehabilitation program within the required timeline.

(B) The Soldier must successfully pass a drug screening

(C) Six months waiting period must elapse from date of positive DAT

(D) Verification of continued eligibility for service in their assigned MOS must be obtained from the NGB Accessions Suitability Office (ASO) through a retain workflow (retain exception) in ARISS. A TAG endorsement is required to be submitted to the NGB-ASO through ARISS.

(E) Soldiers with approved retain exception from NGB-ASO will have their training scheduled; Soldiers with disapproved retain exceptions will have their contracts renegotiated to change their MOS to one in which they are qualified to serve or they will be discharged as directed in (7) below.

(6) RSP Soldiers referred to a program of rehabilitation for alcohol or drug abuse, under the provisions of AR 600-85, and fail to successfully complete the program will be discharged as alcohol or drug abuse rehabilitation failures.

(7) RSP Soldiers verified as illicit drug users who are not retained per paragraph (5) will be discharged by the separation authority. The separation authority will either utilize Standard Installation Division Personnel System loss code "AD" (Alcohol or Other Drug Abuse) or "TK" (Entry Level Performance and Conduct, reference f). Note: Entry Level Performance and conduct discharge applies to Soldiers who have entry-level status per AR 135-178 (reference g) glossary and when the separation authority determines that separation is appropriate per AR 135-178 paragraphs 8-1 and 11-1d). The separation code and characterization of service for both cases are "RE Code 3" "UNCHARACTERIZED." Soldiers separated under code "AD" are currently permanently ineligible for consideration of a waiver for re-entry in to any branch or component of the armed services. Soldiers separated under code "TK" are not eligible for consideration of an enlistment waiver for re-entry until after a minimum of a 6 month waiting period has elapsed. Successful completion of a State certified substance abuse program is

ARNG-HRS

SUBJECT: Drug Testing and Prevention Education for the Army National Guard (ARNG) Recruit Sustainment Program (RSP) Soldiers (PPOM #18 – 015)

recommended for individuals desiring consideration for individuals desiring consideration for future re-entry.

c. ARNG Soldiers in an Active Duty (AD) status, other than Initial AD training, as described in reference c, paragraph 15-2 are subject to separation as well as administrative actions outlined in the State's SAP policy.

7. SAP issues other than drug testing failures.

a. ARNG Soldiers, to include RSP Soldiers, I not otherwise verified as illicit drug users will be processed for separation if:

(1) Involved in two serious incidents of alcohol-related misconduct within a 12-month period, IAW reference c, paragraph 10-6.

(2) Involved in illegal trafficking, distribution, possession, use, or sale of illegal drugs.

(3) Convicted of driving while intoxicated or driving under the influence a second time during his or her career. Convictions, which occurred before the implementation of Army Directive 2012-07 (reference h), are not counted in determining number of offenses.

b. Immediate actions for ARNG Soldiers with SAP issues described in 7.a. above:

(1) Upon commander's notification of a SAP issue listed in 7.a. above, initiate Soldier administrative separation packets within 30-days or end of next inactive duty training period, whichever is later.

(2) Flag Soldier immediately IAW reference d using DA Form 268, Report to Suspend Favorable Personnel Actions (FLAG), to suspend favorable personnel actions until separation procedures for misconduct are adjudicated.

(3) Evaluate Soldier for continued eligibility for access to classified information and report to the U.S. Army CCF (reference e).

8. Separation Regulations.

ARNG-HRS

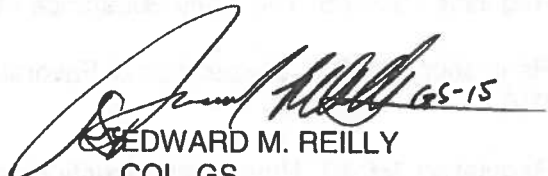
SUBJECT: Drug Testing and Prevention Education for the Army National Guard
(ARNG) Recruit Sustainment Program (RSP) Soldiers (PPOM #18 – 015)

a. Officers and Warrant Officers will be processed for separation under the provisions of AR 135-175 (29 November 2017, reference i) and applicable NGB regulations.

b. Enlisted personnel will be processed under the provisions of AR 135-178 (7 November 2017, reference j) and applicable NGB regulations.

c. The Adjutant General, with a Judge Advocate or legal advisor available, is the separation authority for Soldiers who meet separation criteria.

9. The point of contact is MAJ Frank L. Analla at DSN 327-7314, 703-571-7314, or frank.l.analla.mil@mail.mil. The alternate POC is COL William C. Greer, Chief, Soldier and Family Support Division at DSN 327-7597, 703-607-7597, or william.c.greer.mil@mail.mil.


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ARNG-HRS

SUBJECT: Drug Testing and Prevention Education for the Army National Guard (ARNG) Recruit Sustainment Program (RSP) Soldiers (PPOM #18 – 015)

Appendix A

- a. Memorandum, G1 Army National Guard, 13 October 2015, subject: Drug Testing and Prevention Education for the Army National Guard (ARNG) Recruit Sustainment Program (RSP) Soldiers (PPOM #15-034).
- b. Memorandum, Director, Army National Guard, 25 February 2016, subject: Administrative Processing for Separation of Soldiers for Alcohol or Other Drug Abuse (PPOM #16-005).
- c. Army Regulation 600-85, The Army Substance Abuse Program, 28 November 2016.
- d. Army Regulation 600-8-2, Suspension of Favorable Personnel Actions (FLAG), 11 May 2016.
- e. Army Regulation 380-67, Personnel Security Program, 24 January 2014.
- f. Standard Installation/Division Personnel System Army National Guard (SIDPERS-ARNG) Data Reference Manual (SDRM), 12 February 2018.
- g. Army Regulation 135-178, Enlisted Administrative Separations, 7 November 2017.
- h. Army Directive 2012-17, Administrative Processing for Separation of Soldiers for Alcohol or Other Drug Abuse, 13 March 2012.
- i. Army Regulation 135-175, Separation of Officers, 29 November 2017.