



DEPARTMENT OF THE NAVY
NAVAL AIR STATION OCEANA
1750 TOMCAT BOULEVARD
VIRGINIA BEACH, VIRGINIA 23460-2191

IN REPLY REFER TO:

NASOCEANAINST 5350.4A

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NAS OCEANA INSTRUCTION 5350.4A

Subj: COMMAND URINALYSIS

Ref: (a) OPNAVINST 5350.4C

1. Purpose. To establish standardized urinalysis procedures for Naval Air Station (NAS) Oceana and tenant commands utilizing resources to maintain an effective NAS Oceana testing program per reference (a).

2. Cancellation. NASOCEANAINST 5350.4. Because of numerous revisions, paragraph markings have been omitted.

3. Policy

a. Command urinalysis frequency and type will be determined by the Executive Officer per this instruction for all personnel assigned to NAS Oceana. Upon receiving notification, departments will notify personnel to report for urinalysis. Additionally, departments will provide a detailed roster of personnel to the Command Urinalysis Coordinator, to include a list and justification of all personnel who will not be providing a sample. Departments will be responsible for providing at least one observer for each gender 30 minutes prior to scheduled urinalysis. The Command Urinalysis Coordinator will provide departments with notification not less than one hour in advance of scheduled urinalysis.

b. Tenant commands utilizing command urinalysis resources will contact the Command Urinalysis Coordinator no less than 24 hours prior to anticipated time of urinalysis. When requesting urinalysis, the tenant command will provide a detailed list of participants to the Command Urinalysis Coordinator. Additionally, tenant commands will be responsible for providing at least one observer for each gender 30 minutes prior to scheduled urinalysis.

c. All observers will be pay grade E-5 or above.

d. It is imperative that personnel report as directed for urinalysis within the testing window. For example, if urinalysis is scheduled from 0900 to 1300, that is when the individuals must report. Once an individual reports for urinalysis the member will not be permitted to leave the site until a sample has been provided. If the individual can not provide a sample within a reasonable time, the individual will be referred to medical for evaluation and documentation in the

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member's medical record. If this inability persists, the member shall be referred to a medical treatment facility for appropriate action.

4. Unit Sweep. A unit sweep may include the entire unit, sub-unit or segment of the command. This includes departments, divisions, shops and work centers and is subdivided further to include pay grade or shift as determined by the Executive Officer.

a. A unit sweep will be conducted of all personnel returning from an unauthorized absentee status of 24 hours or more.

b. All personnel receiving restriction, correctional custody or pending judicial disciplinary action as a result of nonjudicial punishment (NJP) will be identified as a unit and referred to command urinalysis to provide a sample. This should be conducted as soon after NJP as practical. Personnel awarded restriction at NAS Oceana will undergo unit sweeps for the duration of their stay on an unscheduled basis not to exceed five times monthly.

5. Random. A random urinalysis is as the name implies. Although there are various methods of arriving at random urinalysis such as the Navy Drug Screening Program (a computer-based program) or ten-sided dice, the random urinalysis will not be used to target any individual. Random urinalysis may consist of entire units or segments such as departments, divisions, work centers, watch sections, barracks or pay grade.

6. Command Directed Surveillance Program. All personnel previously testing positive for illicit drugs will participate in the Command Directed Surveillance Program. These individuals will provide a urine sample at the discretion of the Commanding Officer; for example, a minimum of once every five working days.

7. Search and Seizure. All personnel suspected of having used illegal drugs will be requested to consent to a voluntary urinalysis test. Consent will be obtained in writing prior to the individual providing the urinalysis test. Personnel suspected of having used illegal drugs, or believed to have committed a drug related offense where a urinalysis test is believed to provide the evidence of such action and have declined a voluntary urinalysis test, will be directed to provide a urine sample based on probable cause.

8. Application. The policies stated in this paragraph are regulatory orders. Any violation of this policy subjects members to appropriate administrative action and/or the Uniform

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Code of Military Justice (UCMJ), Article 92 (failure to obey a lawful order) and other UCMJ articles as they apply. This instruction is a written regulation and all members are responsible to become familiar with its contents.



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