



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

IN REPLY REFER TO:

NASOCEANAINST 5355.1E
112
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NAS OCEANA INSTRUCTION 5355.1E

Subj: NAVAL AIR STATION (NAS) OCEANA SUBSTANCE ABUSE PREVENTION
AND CONTROL PROGRAM

Ref: (a) SECNAVINST 5300.28C
(b) OPNAVINST 5350.4C
(c) OPNAVINST 6110.1F

1. Purpose. To promulgate information, policies and procedures pertaining to the NAS Oceana Substance Abuse Prevention and Control Program and provide additional guidelines for implementing policies established by references (a) through (c).
2. Cancellation. NASOCEANAINST 5355.1D.
3. Background. Reference (a) directs a Substance Abuse Prevention and Control Program. References (b) and (c) outline policy and procedures. This instruction establishes current substance abuse program philosophy. The Navy emphasizes direct involvement and action by all levels of leadership to solve the substance abuse problem through education, prevention, deterrence, detection and accountability. The overall goal is to provide a comprehensive program to realize improved fleet support, mission accomplishment and capability.
4. Discussion. The Navy's policy on drug abuse is "zero tolerance." Since personnel who abuse alcohol are sometimes treated and retained on active duty, the Navy's policy on alcohol abuse is "abstention or responsible use." Personnel are encouraged to refrain from the use of alcohol. It is the personal decision of an individual to use alcoholic beverages lawfully. Such use must not:

- a. Interfere with the efficient and safe performance of military duties.
- b. Reduce dependability and reliability.
- c. Reflect discredit upon oneself or the Navy.

To carry out this policy, a well balanced network must be in place, consisting of preventive education, early detection and deterrence efforts, counseling, rehabilitation and a comprehensive aftercare program. Consistency, honesty and

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accountability of each individual are essential to achieving optimum results in the implementation of this policy. Positive peer pressure and informed leadership promote healthy, productive alternatives to substance abuse.

5. Policy. It is the policy of this command that programs and efforts to control and prevent substance abuse, as described in references (a) through (c), will receive full support at all levels, to ensure readiness, safety, security and the ability to accomplish our mission.

6. Responsibility

a. The Commanding Officer will direct the establishment of a viable substance abuse prevention, education and rehabilitation program.

b. The Executive Officer will monitor the command's programs to ensure compliance and make frequent reports to the Commanding Officer.

c. The Legal Officer will review incidents of substance abuse to ensure appropriate disciplinary and administrative actions are completed and manage the Urinalysis Program per enclosure (4) of reference (b).

d. The Security Officer will provide a copy of all alcohol/drug related incidents and a semiannual (15 March and 15 September) status report of alcohol/drug related incidents to the Drug and Alcohol Program Advisor (DAPA) to include: Number of suspensions or revocation of base driving privileges due to alcohol related incidents for active duty, federal civilians, family members and others. The Security Officer will also provide military working dog teams, as requested by departments, tenants and embarked units.

e. The Morale, Welfare and Recreation Director will provide personnel with practical alternatives to substance abuse by providing and promoting physical fitness and recreational activities.

f. Department Heads

(1) Appoint at least one full-time DAPA to every department with more than 1,000 personnel assigned. Appoint at least one, more if necessary, assistant (collateral duty) DAPA to every division with more than 300 personnel assigned. Full-time and collateral duty DAPAs will be designated in writing.

(2) Be aware of the Navy's substance abuse program, aggressively support program activities and take corrective action in cases of substance abuse.

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(3) Monitor screening of departmental personnel for overseas and special program assignments to ensure members with prior substance abuse involvement are qualified for assignments.

(4) Ensure departmental personnel are trained in substance abuse prevention to include Alcohol AWARE, required once in each Sailor's career, per reference (b).

(5) Ensure E-6 and above departmental personnel complete the Alcohol and Drug Abuse Manager/Supervisor (ADAMS) course once in their career, per reference (b).

(6) Use Personal Responsibility and Values Education and Training (PREVENT) for preventive education of personnel to the maximum extent possible, per reference (b).

g. Division Officers, Leading Chief Petty Officers and Supervisors

(1) Provide opportunities for education, training and motivation of personnel to create a positive environment that rejects substance abuse and promotes personal and professional growth.

(2) Take action when performance or personal conduct declines, as this may indicate substance abuse.

h. NAS Oceana personnel are held accountable for their actions connected with substance abuse. Personnel are required to:

(1) Immediately report known or suspected incidents of substance abuse to their supervisor or law enforcement personnel.

(2) Encourage persons suspected of having a substance abuse problem to seek help.

i. The Command DAPA is a division officer in the Administrative Department and is directly responsible for the management of the command's substance abuse program. The Command DAPA will be a full time position and appointed per enclosure (2) of reference (b). The Command DAPA's duties include:

(1) Make recommendations to the Commanding Officer on managing the command's substance abuse program.

(2) Assist the Commanding Officer and Counseling and Assistance Center (CAAC) in determining the appropriate level program for command personnel.

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(3) The Command DAPA or departmental/divisional DAPA, as applicable, will administratively screen individuals involved in substance abuse related incidents or personnel who fail to meet Navy weight standards. Upon completion, the DAPA will inform departments of results. All records, files and reports will be prepared and submitted per references (b) and (c).

(4) Provide alcohol abuse awareness education, to include substance abuse education provided at base indoctrination and yearly refresher training for all personnel using the existing General Military Training (GMT) cycle.

(5) Coordinate with military and civilian agencies for assistance in improving education and awareness.

(6) Monitor personnel in aftercare treatment. Check clients' progress and keep the Commanding Officer informed about members who successfully or unsuccessfully complete their program.

j. Departmental and divisional DAPAs assist the Command DAPA by being responsible for the following duties:

(1) Inform department and division officers on severity of substance abuse in the department.

(2) Screen departmental/divisional personnel. Monitor progress of individuals undergoing rehabilitation and aftercare. Keep chain of command informed of progress.

(3) Attend monthly DAPA meetings, as appropriately promulgated.

(4) Train departmental or divisional personnel on substance abuse.

(5) Assist the Command DAPA and chain of command in substance abuse situations, as needed.

k. CAAC provides services to commands in the geographical area with a program of screening, recommendations, referrals and outpatient counseling for alcohol problems. Additionally, CAAC provides assistance in aftercare support counseling, educational presentations, referrals, individual counseling and crisis intervention. Specific CAAC responsibilities are outlined in reference (b).

l. The NAS Oceana Area Drug and Alcohol Advisory Council (OADAC) will assess alcohol and drug abuse within the NAS Oceana/Dam Neck Annex geographic area. Meeting quarterly, it's goal is to learn of threats resulting from substance abuse

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and take corrective action to stop or avoid problems created by substance abuse. OADAC is made up of two committees; the working level and executive. The working committee identifies problems at a working level; troubleshoot, recommend corrective action and develop procedures for a remedy. The executive committee acts as a central point of authority, identifying problems at the executive level; establish responsibility, provide immediate problem solving capabilities, review recommendations of the working committee for approval and acting on those recommendations. The executive committee acts as a point of contact in all areas relating to substance abuse prevention and control.


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NASOCEANAINST 5216.1V
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