

COMSC INSTRUCTION 5350.2B

Subj: MILITARY DRUG AND ALCOHOL ABUSE PROGRAM

Ref: (a) OPNAVINST 5350.4C  
(b) Federal Drug-Free Workplace Program (DFWP) established by Executive Order (EO) 12564 of 15 September 1986  
(c) COMSCINST 12792.2B

1. Purpose. To establish Commander, Military Sealift Command (MSC) Drug and Alcohol Abuse Program policy, guidance, and reporting information for MSC.
2. Cancellation. COMSCINST 5350.2A
3. Background. References (a) through (c) provides substance abuse policy and consolidate all drug and alcohol policy guidance in a unified Navy Alcohol and Drug Abuse Program (NADAP) for military and civilian personnel.
4. Applicability. References (b) and (c) provides drug and alcohol program guidance for MSC civilians therefore, it is not discussed in this instruction.
5. Policy
  - a. The policies, procedures, and guidelines described in references (a) through (c) will be strictly observed and supported at all levels of command.
  - b. Commander, Military Sealift Command (COMSC), Area Commanders and Commanding Officers/Officers in Charge are authorized to conduct unit sweep and drug and alcohol testing as per current program guidance. Documentation of all urinalysis testing shall be maintained as required.
  - c. All drug and alcohol incidents, and self-referrals shall be reported to COMSC.

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6. Action

a. Commander, Military Sealift Command

(1) Appoint and designate in writing an Alcohol and Drug Control Officer (ADCO). The ADCO advises COMSC on all Drug and Alcohol Program issues and supervises the COMSC Drug and Alcohol Program Advisor (DAPA) and Urinalysis Program Coordinator (UPC) per reference (a). The ADCO also advises and monitors the Area Command ADCOs.

(2) Appoint and designate in writing a DAPA, who shall administer the Command's drug and alcohol program, conduct required training, and perform other program functions per reference (a). The DAPA shall also monitor the Area Command DAPA program.

(3) Appoint and designate in writing a UPC, who shall administer the command's drug detection programs per reference (a). The UPC shall also monitor the Area Command UPC programs.

b. Area Commanders

(1) Appoint and designate in writing an ADCO. The ADCO advises the Commodore on all Drug and Alcohol Program issues and supervises the Area Command DAPA and UPC per reference (a).

(2) Appoint and designate in writing a DAPA, who shall administer the Command's Drug and Alcohol Programs, conduct required training, and perform other program functions per reference (a). The DAPA shall also monitor the MSCO DAPA program.

(3) Appoint and designate in writing a UPC, who shall administer the Command's drug detection programs per reference (a). The UPC shall also monitor the MSCO UPC program.

(4) Ensure that COMSC Washington DC is listed as the "Additional Service Information (Second Echelon)" in block #2 on every DD Form 2624.

c. Commanding Officers/Unit Officers in Charge

(1) Appoint and designate in writing a DAPA, who shall administer the Command's Drug and Alcohol Program, conduct required training, and perform other program functions per reference (a).

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(2) Appoint and designate in writing a UPC, who shall administer the command's drug detection program in accordance with reference (a).

(3) Ensure that COMSC Washington DC is listed as the "Additional Service Information (Second Echelon)" in block #2 on every DD Form 2624.

(4) DAPAs and UPCs shall address program matters and questions through their counterpart in the supporting Area Commander.

7. Reports. Reference (a) requires that a Drug and Alcohol Abuse Report (DAAR) OPNAV Form 5350/7, will be submitted to the Alcohol and Drug Abuse Management Information Tracking Systems (ADMITS) with info copies to COMSC and Area Commanders. This report can now be electronically submitted via the DAPMA website by either the Command/Unit DAPAs or Area DAPAs. The website: <http://www.dapmaeast.navy.mil/edaar.htm>.

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John B. Strott  
Chief of Staff

Distribution:

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