



UNITED STATES MARINE CORPS

MARINE CORPS AIR STATION YUMA

BOX 99100

YUMA, ARIZONA 85369-9100

1700

SACC

08 JUN 2007

COMMANDING OFFICER POLICY LETTER 1-07

From: Commanding Officer, Marine Corps Air Station Yuma

To: Distribution List

Subj: URINALYSIS TESTING OF UNIT SUBSTANCE ABUSE CONTROL OFFICERS

Ref: (a) MCO P1700.24B

1. Purpose. To publish station policy for consistent testing of unit Substance Abuse Control Officers (SACO) as established by the reference.

2. Background. Urinalysis testing is a valid and reliable means for inspecting personnel to assess the command's readiness. Every unit shall have an aggressive compulsory Urinalysis Testing Program (UTP), which ensures systematic screening of all Marines annually, regardless of rank, for the presence of drugs. In accordance with the reference, individuals involved in the collection and shipment of urine samples will be tested at least once per month.

3. Action

a. The Drug Demand Reduction Coordinator's (DDRC) office will notify the unit SACOs when their monthly urinalysis is required. The unit designated SACO will be required to arrive within two hours after notification. If the SACO does not appear for the monthly random urinalysis a "no show" notification letter will be sent to the individual's Commanding Officer.

b. It is vital to maintain the validity and reliability of the UTP. On any occasion that a SACO misses a random urinalysis it is the units' responsibility to ensure that they are in compliance with the reference.

c. If for any reason a SACO is not in compliance with the reference the DDRC will not issue testing supplies and the SACO will be denied access to the urinalysis test results.


B. D. HANCOCK

Distribution: B



UNITED STATES MARINE CORPS

MARINE CORPS AIR STATION YUMA

BOX 99100

YUMA, ARIZONA 85369-9100

StaO 1700.24B
SACC

08 JUN 2007

STATION ORDER 1700.24B

From: Commanding Officer, Marine Corps Air Station Yuma

To: Distribution List

Subj: MARINE CORPS AIR STATION YUMA SUBSTANCE ABUSE PROGRAM

Ref: (a) MCO P1700.24B

(b) MCO 1553.3A

(c) NAVMC 2931

1. Situation. To establish policies and procedures, and provide complete and comprehensive guidance for the administration of the Marine Corps Air Station Yuma Substance Abuse Program in accordance with the references.

2. Mission. To implement the policies and procedures outlined in the references, and to provide additional instructions for administration of the Marine Corps Substance Abuse Program.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Alcohol abuse and the distribution, possession, or use of illegal drugs which adversely impact individual performance, readiness, and mission accomplishment. Such abuse will not be tolerated. The overall goal of the Substance Abuse Program is the elimination of illegal drug use and alcohol abuse.

(2) Concept of Operations. A thorough prevention education program must address the entire scope of drug and alcohol abuse, both legal and illegal. Marines and Sailors at all levels will receive annual prevention education and training at a minimum. The key elements of the program are prevention, timely identification, appropriate discipline, and intervention, followed by restoration to full duty or separation as appropriate.

b. Tasks

(1) Marine Corps Community Services, MCAS Yuma, Marine and Family Services Department

(a) Establish Substance Abuse Counseling Centers (SACC) that will:

1. Conduct Early Intervention courses on alcohol abuse prevention and de-glamorization.
2. Instruct classes that provide information on National, State, and Marine Corps policies and regulations regarding Driving While Intoxicated (DWI)/Driving Under the Influence (DUI).
3. Provide active duty military personnel with alcohol or drug screening assessments and subsequent referrals. Screenings will be scheduled through the active duty members command Substance Abuse Counseling Officer (SACO).
4. Conduct Out-Patient treatments aimed at patients who have a substance abuse disorder and meet the placement criteria for such treatment.
5. Coordinate with outside agencies Intensive Out-Patient treatment for patients who have a substance use disorder, which requires a more intensive treatment program.
6. Coordinate In-Patient treatment for Marines who are alcohol dependent and meet the required patient placement criteria, and for Marines diagnosed as drug dependent.
7. Assist Command SACO with concerns relevant to the performance of their duties.
8. Assist the Drug Demand Reduction Coordinator with performing duties relevant to drug prevention, education, and reduction.

(b) Assign Drug Demand Reduction Coordinators /Specialist that will:

1. Conduct annual assessments of tenant units' illegal drug use prevention needs. Assessments are essential in order to identify trends, areas of concern and to revise the Drug Demand Reduction Program to meet the goals of deterring drug use in the Marine Corps.

2. Prepare, review, and maintain materials to be used in the Drug Demand Reduction Program.

3. Provide illegal drug use prevention education training to all Marines and civilian employees at least annually.

4. Disseminate educational materials to military and civilian employees that deter illegal drug use.

5. Maintain resources and contacts associated with the Drug Demand effort. These activities include marketing the program to the fullest extent possible.

6. Perform training for SACO's, track urinalysis statistics and participate in command inspections.

7. Establish a proactive Substance Abuse education program.

8. Stress the importance of non-drinking, productive off-duty activities.

9. Implement procedures for reducing DWI/DUIs.

(2) Subordinate Commanding Officers:

(a) Ensure that all Marines at all levels receive prevention education and training, at least, annually.

(b) Assign in writing a unit SACO, Assistant SACO, Urinalysis Program Coordinator, and Urinalysis Observers.

(c) Conduct an aggressive urinalysis program, testing at least 10 percent of unit personnel each month under the "IR" premise code.

(d) Test all Marines reporting in from Permanent Change of Station and leave within 72 hours of their arrival.

(e) Notify the SACC when an individual who received treatment has been transferred.

(f) Encourage Marines to participate in alcohol free, off-duty activities that provide a means of reducing stress and boredom.

(3) Unit SACOs

(a) Maintain case files on Marines identified with drug or alcohol problems and provide aftercare services for individuals who complete drug or alcohol treatment programs. Case files will include a chronological history of incidents, evaluations, referrals, treatment, and aftercare progress.

(b) Monitor and document the Marine's progress for a minimum of 12 months after treatment. A written aftercare plan will be provided by the SACC where the service member receives the treatment.

(c) Maintain an effective urinalysis program.

(d) Submit required drug and alcohol reports as outlined in reference (a).

5. Administration and Logistics. None.

6. Command and Signal

a. Signal. This Order is effective the date signed.

b. Command. This Order is applicable to all units aboard Marine Corps Air Station Yuma.



B. D. HANCOCK

Distribution: B