



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON ANSBACH  
UNIT 28614  
APO AE 09177

AMIM-ANG-ZA

21 June 2024

MEMORANDUM FOR Military Personnel, Civilian Personnel, Family Members and Local Nationals Assigned and Attached to United States Army Garrison (USAG) Ansbach

SUBJECT: USAG Ansbach Command Policy Letter #8 – Substance Misuse Prevention Training, Alcohol and Drug Abuse Prevention Training Participation, Behavioral Health Division Access to the Drug and Alcohol Management Information System

1. References:

- a. AR 215-1 (Military Morale, Welfare, and Recreation Programs and Nonappropriated Fund Instrumentalities), Revised 12 August 2019
- b. AR 600-85 (The Army Substance Abuse Program), 23 July 2020
- c. DODI 1010.09, DOD Civilian Employee Drug-Free Workplace Program, 22 June 2012, Incorporating Change 1, Effective 28 June 2018, Available at <https://www.esd.whs.mil/>
- d. AER 600-1 (Regulated Activities in Europe), 20 May 2009
- e. AER 27-9 (Misconduct by Civilians), 22 November 2011
- f. AER 690-64 (Standards of Conduct, Corrective Actions, Termination Process, and Grievances (Local National Employees in Germany)), 28 January 2021
- g. Army in Europe and Africa Regulation 40-160 (Blood Alcohol Testing of U.S. Personnel), 11 March 2021
- h. AD 2018-23, Improving the effectiveness of essential and important Army programs: Sexual Harassment/Assault Response and Prevention, Equal Opportunity, Suicide Prevention, Alcohol and Drug Abuse Prevention, and Resilience.

2. Purpose. To enhance the readiness and resilience of our Soldiers, Army Civilians and Family members by encouraging lifestyle choices that improve, protect and promote health through prevention efforts.

3. Policy. Over the years, drug testing has proven to be a strong deterrent to the use of illegal drugs. The Army's Drug-Free Workplace Drug Testing Program aims to ensure

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that Army workplaces are safe, healthful, productive and drug-free. To achieve this goal, the Army has implemented drug testing for Service Members and Department of Army Civilian (DAC) employees.

a. Substance misuse prevention training. All Soldiers, including Commanders and Leaders (squad leaders and above) will receive annual substance misuse prevention training. All Soldiers, including Commanders and Leaders (squad leaders and above) will receive annual substance misuse prevention training. At a minimum, the training will include how to identify, assess, and refer personnel displaying signs of problematic alcohol and substance use and to be informed about the services available for treatment.

b. Training will be conducted face-to-face. Commanders will determine the duration, location, and means for conducting the training. Unit leaders may lead the training or utilize the Army Substance Abuse Program subject matter experts to conduct the training.

c. Incoming Service Members are to attend the In-Processing Training Center (ITC) and receive a briefing from the Army Substance Abuse Program (ASAP) on responsible drinking, German laws regarding alcohol and on how to self-refer to the Substance Use Disorder Clinical Care (SUDCC) for a substance abuse issue.

d. Service Members are subject to mandatory drug testing per the Department of Army (DA) requirement of no less than 10% inspection random (IR) testing of the unit strength monthly which equates to 120% IR testing per fiscal year (FY). Service Members that have a positive drug test and/or alcohol incident must be referred to SUDCC within five working days of Commander being notified.

e. DACs in Test Designated Positions (TDP) will be randomly drug tested per DA requirement of 50% of the testing population per FY. Upon finding that an employee uses illegal drugs, supervisors will refer the employee to the ASAP Employee Assistance Program (EAP) and allow them to undertake rehabilitation. Referrals to the EAP are identifying the problem, employee referral to the appropriate evaluation/treatment resource in the community, and follow-up with the employee during rehabilitation and recovery. Any Civilian employee identified with a verified drug positive requires a mandatory referral to the EAP for an assessment. The employee may also be subject to adverse employment action.

f. The EAP offers education to organizations, and individual screening, referral, and short-term intervention counseling services, in which the EAP Consultant (EAPC) provides guidance, advice, mediation, and education to civilian employees towards resolution of non-clinical, transient problems and issues. If civilian clients show clinical signs or symptoms, to include a current history of substance abuse, the EAPC will refer them to health care providers certified and licensed to assess the provide care.

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g. DACs, Non-Appropriated Fund (NAF) Employees, Local Nationals (LNs), retirees and command-sponsored dependents who need assistance with a substance abuse issue may seek assistance at the EAP for short-term counseling and/or referral services. Instances of non-military community members engaging in misconduct involving drugs and/or alcohol will be reviewed by the Civilian Misconduct Action Authority (CMAA) for possible adverse administrative action IAW AEAR 27-9, up to a bar to installation and/or involuntary early return of dependents.

h. Supervisors and management will refer to the EAP for those DA Civilian employees whose job performance, conduct, or attendance records may indicate personal problems requiring professional assistance.

i. Substance Misuse Prevention Training is a command responsibility. ASAP is available for assistance and support to ensure that Service Members and Civilian personnel receive and complete the required annual training.

j. Alcohol and Drug Abuse Prevention Training (ADAPT) for Regular Army (RA) Soldiers. Company Commanders will refer all Soldiers who test positive for illicit substances, illegitimate use of prescription medication, or have an alcohol-related incident to ADAPT within 5 working days of the reported incident. Soldiers must complete ADAPT within 60 days of the reported incident.

k. The ASAP personnel will notify unit Commanders of the requirement for Soldiers involved in substance misuse incidents (illicit positive drug test result(s)), illegitimate use of prescription medication(s), and alcohol-related incidents to attend ADAPT. The ASAP Manager will monitor all ADAPT referrals and document completion in the Drug and Alcohol Management Information System (DAMIS).

#### 4. Alcohol Consumption Policy.

a. The minimum drinking age on USAG Ansbach for Military Personnel is 21 years of age. All incoming Service Members who are between the ages of 18-20 years old will attend the 4.5 hour Prime for Life (PFL) Course. These Service Members will be identified at the ITC Briefing, contact with their command will be initiated with a date and time for the next 4.5 PFL Course. The course provides research-based information about alcohol and drug use to mitigate and eliminate risky behavior involving drugs and alcohol.

b. Alcohol consumption is prohibited during duty hours and within federal facilities, unless specifically authorized by the first General Officer or Civilian equivalent Senior Executive Service (SES) in the supervisory chain.

c. Alcohol Consumption at On-Post Organizational Events. Organizations sponsoring an event during duty hours with alcohol consumption shall ensure underage

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individuals do not consume alcohol. Such events should include a plan to ensure every participant gets home safely to eliminate alcohol-related incidents.


5. Violations.

a. Commanders shall make every attempt to identify substance abuse issues. Commanders who question a Service Member's competence for duty based on uncharacteristic, bizarre, or aberrant behavior **will** contact their legal advisor to ensure propriety of a probable cause for a drug test and/or evidentiary breathalyzer test and prepare a Probable Cause Memorandum. The Unit Prevention Leader (UPL) will collect the urine sample under the Probable Cause code PO and submit the Memorandum and sample to the Drug Test Coordinator at ASAP for processing. ASAP is available to provide a screening breathalyzer test with the PO Memorandum and the Military Police (MP) station can conduct the evidentiary breathalyzer test IAW AR 600-85.

b. Supervisors of Civilian Personnel who have a reasonable suspicion that an employee is under the influence of an illegal substance or engaged in conduct involving illegal substances will immediately contact CPAC Labor Management Employee Relations (LMER) who will give them further guidance. The EAP services are not allowed to support employee discipline. Supervisors dealing with an employee who appears to be under the influence of alcohol at work and is a safety risk to themselves or others will contact the CPAC, and then coordinate with their servicing legal office and Labor Management Employee relations (LMER) professional. For other issues related to apparent alcohol use in the workplace, supervisors shall contact their servicing legal office and Labor Management Employee relations professional.

c. During duty hours, LN employees will not consume or deal with alcohol, drugs or other intoxicants. LN employee alcohol consumption during duty hours is only permitted when explicitly authorized by the employee's agency chief, and must be in conjunction with an organizational event. Violators may be subject to adverse administrative action IAW AER 690-64.

6. The POC for this policy is the USAG Ansbach ASAP Office at DSN 314-587-1805.



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Commanding