

Unit Deterrence Leader (UDL) Training and Certification Instructions As of 6 Aug 25

The Army Substance Abuse Program (ASAP) is a command program that emphasizes readiness and personal responsibility. The ultimate decision regarding separation or retention of abusers is the responsibility of the Soldier's chain of command. The command role in substance abuse prevention, drug and alcohol testing, early identification of problems, rehabilitation, and administrative or judicial actions is essential. Commanders will ensure that all officials and supervisors support ASAP IAW AR 600-85.

1. Nominee must register for the course via the QR Code or link below.



<https://forms.osi.apps.mil/r/pzURLQgqDy>

2. Nominee cannot be officially enrolled into the UDL course until the following signed documents have been received by ASAP staff:

- a. The application, filled out and signed by the candidate AND the commander (see file titled UDL Application Form). **The nominee must have an active military email address as this is the mode of communication that ASAP will use with the UDL.**

- b. A copy of the candidate's appointment orders, signed by the current commander (see file titled Example Appt Orders).

- c. **REQUIRED**, Criminal Records check (see file titled Criminal Records Request Form). To obtain CID endorsement, deliver the commander signed form to the Fort Campbell CID Mid-Central Field Office, Bldg. 2747 29th Street, Monday -Friday, 0730-1530 (picked up on Friday 0730-1630), or email the form to Breonna West at breonna.m.west.civ@army.mil.

- d. Submit application packet via encrypted email to FTCKYASAP@Army.mil,

Subject Line: UDL Application (insert applicant's name) or deliver to ASAP Drug Testing Office, building 2551, Room 121, 23d & Kentucky Ave, Fort Campbell **at least three (3) duty days prior to the start of the course**. Fort Campbell ASAP will review the submission, perform a background check for any past drug or alcohol treatment or positive urinalysis tests, and if no underlying issues are detected, enroll student into ATRRS. Company Commander or 1SG advanced notification with full explanation is required to cancel or remove a student from the course. In case of issue, contact the POC below.

3. Students must report to class NLT 0900 daily. Class is scheduled to end at 1600 daily. This is a 3-day course. As such, students are required to attend ALL 3 days of the course. Failure to report to class Will RESULT in the student being dropped from the course, and the Commander and Division G3 will be notified. Students will notify the instructor if any emergencies arise (previously scheduled medical/dental appointments). In case of a Fort Campbell designated weather delay involving two hours or less, class will be adjusted to accommodate the delay. If a post closure is ordered, ASAP will contact students upon return to work with information about rescheduling the class (recommend downloading the Garrison Digital App).

4. Students must bring a copy of their current unit drug prevention standing operation procedures to Class on day 1 for review. Students will be provided a ASAP UDL Participant Guide for use in the classroom.

5. Soldiers who successfully complete the 3-day course, pass the practical exercise, and pass the final examination will be awarded a UDL Certificate of Completion and their UDL card.

6. It is highly recommended that certified UDLs have readily available access to a unit computer for unit-level UDL operations (not guest access).

7. For further assistance, please contact the Fort Campbell ASAP Installation Drug Test Coordinator at (270) 798-7270 at (270) 461-2727.