



DEPARTMENT OF THE ARMY
NATIONAL GUARD BUREAU
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NGB-ZA

08 MAY 2008

MEMORANDUM FOR THE ADJUTANTS GENERAL OF ALL STATES, PUERTO RICO, THE U.S. VIRGIN ISLANDS, GUAM, AND THE COMMANDING GENERAL OF THE DISTRICT OF COLUMBIA

SUBJECT: (All States Log Number P09-0001) National Guard Drug Testing Policy

1. The National Guard must continue its efforts to deter illegal and illicit drug use, thereby increasing combat readiness. Drug testing remains a critical part of the National Guard's fight against drugs. States that fail to meet the minimum testing rates continue to expose the National Guard to increased safety risks, criticism, and budget reductions, and undermine our policy of a drug free force.
2. The state Joint Substance Abuse Prevention (JSAP) office has responsibility over all aspects of the state's substance abuse prevention efforts to include anti-drug education, drug testing oversight, and quality control of samples before shipment to the lab.
3. As part of the National Guard Substance Abuse Prevention Program, each state will meet the following annual drug testing requirements:
 - a. Each State will test its Army National Guard (ARNG) units at a minimum rate of 10% per month or 25% quarterly based on the available strength as reported by NGB J1 monthly. At least ½ (50%) of this testing must be collected through random, unannounced testing. Commanders may supplement random testing with commander-directed, probable cause, consent, and medical tests. Limited use of unit sweeps is encouraged to maintain the integrity of the testing process.
 - b. Each State will test its ARNG personnel in the following categories in addition to the random process: military police, aviators, aviation maintenance personnel, counterdrug personnel, and personnel who routinely carry a weapon while on duty.
 - c. Each State will test its Air National Guard (ANG) force at a minimum rate of 5% a month or 13% quarterly based on the available strength as reported by NGB A1 monthly. Wing Commanders may supplement random testing with commander-directed, probable cause, consent, and medical tests. Limited use of unit sweeps is encouraged to maintain the integrity of the testing process.

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d. Each State will test its ANG personnel in the following categories in addition to the random process: security police, pilots, aviation personnel (identified as personnel who require an annual flight physical), counterdrug personnel, and personnel who routinely carry a weapon while on duty.

4. The ARNG and ANG Active Guard and Reserve (AGR) will test at a rate equal to 100% of the AGR available strength.

5. Mandatory testing will count toward the state's ARNG and ANG annual quotas.

6. Personnel in mandatory testing groups, and AGR personnel, are not exempt from additional testing as part of the ongoing random testing conducted during the year.

7. In conjunction with the specimen collections, each JSAP office will perform a thorough quality control inspection of each specimen prior to shipping to the laboratory for testing. States will maintain a laboratory fatal discrepancy (reject) rate of less than 1% for all specimens submitted to the laboratory for testing. The NGB goal is for each State to maintain an annual reject rate of 0.0%

8. Specimens, to the maximum extent possible, should be prepared and submitted with automated bar-coded documents and bottle labels generated by the automated Drug Testing Program (DTP).

9. The National Guard Substance Abuse Prevention Program has continued to improve in recent years. Commanders at all levels must see the need to maintain a force that is drug free and combat ready. Command emphasis and accountability are key factors in maintaining safety and morale.

10. Point of contact is LTC Johnny Boatman, Chief, Substance Abuse Program, at DSN 327-5632, or commercial at 703-607-5632.



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