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**TAG POLICY LETTER 16-2\***

**17 March 2016**

**NEW JERSEY NATIONAL GUARD  
DRUG ABUSE AND ALCOHOL USE POLICY**

**1. REFERENCES:**

- a. AR 600-85, The Army Substance Abuse Program (ASAP), 28 Dec 12.
- b. AFI 90-507, Military Drug Demand Reduction Program, 22 Sep 14.
- c. AFI 44-121, Alcohol and Drug Abuse Prevention and Treatment (ADAPT) Program, 8 Jul 14.
- d. TPR 792, Alcoholism and Drug Abuse Program, 8 Feb 11.
- e. ALARACT 186-2014 (FRAGO 4 to EXORD 110-13), Ready and Resilient Campaign.
- f. PPOM #15-002 (HRZ), Administration of the Army National Guard Unit Risk Inventory and Reintegration Unit Risk Inventory (URI).
- g. Title II, section 201(c)(2) of Public Law 92-255.
- h. Section 333 of Public Law 91-616, as amended by Section 122 of Public Law 93-282.

**2. APPLICABILITY:** This policy is applicable to members and employees of the New Jersey National Guard (NJNG).

**3. INTENT:** The NJNG is determined to maintain a drug-free force. All personnel must be well trained, physically fit, and mentally alert. Alcoholism and/or drug dependency diminishes the professionalism and readiness of our forces and negatively impacts the member or employee, their family, and ultimately the public's trust in our organization.

*\* This TAG Policy Letter supersedes TAG Policy Letter, 05-3, Positive Drug Test Results by New Jersey National Guard Members, dated 9 March 2005.*

**4. PROHIBITED ACTIONS:**

a. No person will report for, or remain on duty while under the influence of, or impaired by alcohol or drug consumption.

b. Personnel will not consume alcohol in any form during the duty day. This is defined as the hours between the time the individual reports to his/her duty section or station and the time he/she leaves that duty section or station at the end of the duty day.

c. Illegal drug possession, distribution, or consumption is prohibited.

d. No impairment while on duty resulting from the consumption of drugs and/or alcohol either prior to or during duty hours.

e. Alcohol misuse and abuse will not be tolerated. Any instance of abuse, alcohol related misconduct, or alcohol related legal infractions will be handled IAW applicable service regulations.

f. Consistent with existing service regulations, military uniforms are not to be worn in civilian establishments where the primary function is consumption of alcohol.

g. Those under the legal drinking age are not to consume alcohol while attending any official event, while on New Jersey National Guard property and/or while in uniform.

**5. EXPECTED ACTIONS:** All members of the NJNG will avoid any abuse of alcohol, use of illicit drugs, and misuse of prescription medication. Alcohol will be used only within current legal guidelines. Proper decorum will be maintained where alcohol is present with personnel in uniform. Prescription medication will only be used as prescribed by a medical professional. Each Officer, Non-Commissioned Officer, Commander, Director, and Supervisor will ensure that these standards are clearly understood by their subordinates and enforced without exception.

**6. TARGET GROUPS:**

**a. New Jersey Army National Guard (NJARNG) Personnel.**

(1) Prevention Education: All Soldiers will receive universal substance abuse prevention training annually. The training requirement for traditional Soldiers is two (2) hours and Active Guard Reserve (AGR) training requirement is four (4) hours. The training used to meet this requirement will be Strong Choices training series. Commanders at all levels are responsible for ensuring compliance. Contact the NJARNG Substance Abuse Program (SAP) for scheduling this training.

(2) Identification of High Risk Units: Unit Risk Inventories (URI) will be administered to every Soldier annually and within thirty (30) days before an operational deployment. The Reintegration Unit Risk Inventory (R-URI) will be administered within 60-180 days following redeployment. The URI and R-URI results allow care providers and programs to target appropriate intervention strategies where they are needed most. Commanders will coordinate with the NJARNG SAP to schedule URI and R-URI administration.

(3) Drug Testing: Commanders will conduct random urinalysis testing of their unit's end strength, *either 10% monthly, 25% quarterly, or any time there is substance use concerns*. All medically reviewable drug positives will be reviewed by a Medical Review Officer (MRO). All illicit and illegitimate use drug positives will be forwarded to Office of the Staff Judge Advocate (OSJA) for processing and initiation of administrative separation proceedings. Commanders will schedule drug testing with the NJARNG Drug Testing Coordinator (DTC).

(4) Referral: Self-referral is the preferred method of substance abuse identification. Soldiers can self-refer to their Commander, Chaplain (if waived confidentially), NJARNG SAP, or any Officer or Non-Commissioned Officer in their chain of command. This referral must be made *prior* to their knowledge of an upcoming urinalysis and does not excuse the individual from testing. All identified alcohol and/or drug abusers will be sent to the NJARNG SAP for referral to a licensed and certified treatment provider. Contact the OSJA or the NJARNG SAP for more information.

**b. New Jersey Air National Guard Personnel (NJANG).**

(1) Prevention: All Airmen will receive prevention education. This education will be provided at the Wing level and will be provided IAW AFI 44-121. Wing, Group, and Squadron Commanders are responsible for ensuring compliance.

(2) Testing: The NJANG has a "zero" tolerance for illegal, illicit and illegitimate drug use within the force. Commanders will test 100% end strength randomly; *either monthly at a minimum of 9% or 25% quarterly*. Commanders may request additional tests to ensure minimum testing requirements are met or have substance abuse concerns in their command. All medically reviewable drug test positive results will be reviewed by an MRO. All illegal, illicit and illegitimate drug testing positives will be forwarded to the Wing Staff Judge Advocate for processing and initiation of administrative separation proceedings. Contact the Wing Drug Demand Reduction Program Manager (WDDRPM) to schedule testing.

(3) Treatment Referral: All Airmen identified as substance abusers will be referred to the nearest Alcohol and Drug Abuse Prevention and Treatment (ADAPT) facility for assessment and treatment. An Airman may disclose evidence to their unit Commander, First Sergeant, substance abuse/misuse evaluator or military medical provider. Commanders may not use voluntary disclosure against a member in an action under the Uniform Code of Military Justice (UCMJ) or when weighing characterization of service in a separation, IAW AFI 44-121.

**c. Civilian/Technician Personnel.**

(1) Overview: The NJNG recognizes alcoholism and drug abuse as treatable health problems. Alcoholism and drug abuse are defined as illnesses in which the employee's job performance maybe impaired as a direct consequence of the abuse of alcohol and/or drugs. Those employees having these illnesses will receive the same careful consideration and offers of assistance that is presently extended to employees having any other illness or health problems.

(2) Conduct: The NJNG is not concerned with the employee's use of alcohol and/or drug abuse *except* as it may affect his or her job performance, job conduct, or the efficiency of the service. No employee will have their job security or promotion opportunities jeopardized by their request for counseling or referral assistance, except as limited by Title II, section 201(c)(2) of Public Law 92-255, relating to sensitive positions. **Conduct or performance issues that arise or occur as a result of alcohol and/or drug abuse will be dealt with as the conduct or performance requires.** Abuse of alcohol and/or drugs may result in a dual status technician's loss of military membership.

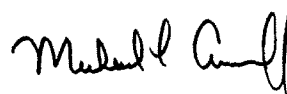
(3) Treatment: Sick leave will be granted for the purpose of treatment and/or rehabilitation as with any other illness or health problem. Employees, who suspect they may have an alcoholism or drug abuse problem, even in the early stages, are encouraged to voluntarily seek counseling and information on an entirely confidential basis by reaching out to their supervisor who can provide a list of resources. The confidential nature of medical records of employees with alcohol and/or drug abuse problems will be preserved in accordance with Section 333 of Public Law 91-616, as amended by Section 122 of Public Law 93-282, and implementing regulations.

7. **EXECUTION**: I expect all NJNG Commanders, Directors, Supervisors and Senior Non-Commissioned officers to implement and administer the provisions of the established regulations and policies. There will be personal involvement at all levels of leadership and strong support in implementing this policy.

## 8. **RESOURCES**:

- a. Soldiers can contact the NJARNG Substance Abuse Program (SAP) at (609) 562-0279 or (609) 562-0321.
- b. Airmen can contact the McGuire AFB Alcohol and Drug Abuse Prevention and Treatment (ADAPT) Program for additional resources at (609) 754-9324.
- c. Technicians (dual status/non-dual status) can contact their immediate Supervisor for help or seek assistance from a medical professional. A list of resources can also be provided by the NJARNG SAP at (609) 562-0279 or (609) 562-0321.

9. This policy is effective immediately.



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