

**Subject: Command ASAP (Army Substance Abuse Program)
Brigade/Group Level Inspection Checklist**

Unit Inspected: _____ **Date Inspected:** _____

Required Publication

	<u>Point Value</u>	<u>Points Earned</u>	
1.	2	_____	AR 600-85, Army Substance Abuse Program (ASAP), 1 Oct 01.
2.	2	_____	FL Reg 600-2, Reduction of DWI and Underage Drinking, 19 Jun 87, with change 1 dated 13 Sep 90.
3.	2	_____	FL Reg 600-4, Administrative Inspections, 14 Jan 97.
4.	2	_____	FL Reg 600-7, Command Alcohol and Drug Abuse Prevention and Control Program, 1 Oct 93, with changes 1 dated 1 Apr 94 and 2 dated 1 Nov 94.
5.	2	_____	Army Center for Substance Abuse Programs (ACSAP), Commanders Guide and Unit Prevention Leader (UPL) Urinalysis Collection Handbook dated 01 June 2002.
6.	2	_____	I Corps and Fort Lewis Command Army Substance Abuse Program (ASAP), Standing Operating Procedures (SOP) for Commander Directed Drug Abuse Urine Testing Program, 14 Mar 00.
7.	2	_____	FL Reg 1-4, Tobacco Cessation Plan, 26 May 94, with change 1, 26 June 96.

Program Administration

1.	5	_____	Has the Bde/Gp Cdr appointed an officer or Sr NCO on orders as the ADCO who is certified through required ADCO/PL training to monitor and track program implementation on an ongoing basis? (AR 600-85, Chapter 1, para 1-25 a & b).
2.	7	_____	Does the Bde/Gp ADCO monitor and ensure required personnel (Commanders/CSM/1SG) attended the ASAP Command Briefing within 60 days of assignment? (FL Reg 600-7, Appendix B, para. 3b (9)).

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3. 18 _____ Does the Bde/Gp ADCO inspect subordinate Battalion & Separate Companies semi-annually and provide the Fort Lewis ADCO a complete copy of the completed checklist?(FL Reg 1-201, para 6i (10) and Appendix D).
4. 5 _____ Does the Bde/Gp have in place a method to monitor alcohol sanctions to effectively ensure that subordinate units comply with AR 600-85, Chapter 1, para 1-34 to ensure that administrative separation action is initiated and processed on soldiers involved in two serious incidents of alcohol related misconduct in a year?
5. 9 _____ In preparation for the quarterly Personnel Readiness Review (PRR) and to enhance smart testing, does Bde/Gp ADCO have subordinate units track urinalysis collections each week using the Feeder report shown on page Q-4 of the I Corps and Fort Lewis SOP for Commander Directed Drug and Abuse Testing Program?
6. 9 _____ Does Bde/Gp ADCO monitors subordinate Battalion and Separate Companies to ensure compliance with minimum urinalysis collections? (FL Reg 600-4, para 5b and AR 600-85, Chapter 8, para 8 – 2a).
7. 9 _____ Does the Bde/Gp ADCO monitor and effectively ensure that a breath sample is also collected each time a urine sample is collected from a soldier (not including 100% unit sweep) (FL Reg.600-7)
8. 8 _____ Does the unit have in place a method to monitor positive urinalysis results to effectively ensure that subordinate units comply with AR 600-85, Chapter 1, para 1-35 regarding the Army’s policy that all identified drug abusers, with the exception of self-referrals, are promptly processed for Misconduct administrative separation?
9. 8 _____ Does the Bde/Gp have in place a system to ensure that all soldiers identified as drug abusers, without exception, are promptly referred to the ASAP counseling center for screening and nondependent drug users enrolled in the ASAP if such enrollment is clinically re-commended and the unit commander concurs? (Chapter 1, para 1-35 a (1), AR 600-85).
10. 8 _____ Does the Bde/Gp ADCO monitor and document unit training to effectively ensure that Driving Under the Influence (DUI)/Driving While Intoxicated (DWI) prevention presentations are provided for All soldiers during the 101 Critical Days of Summer and the National Drunk and Drugged Driving Prevention Month campaigns? (FL Reg 600-7, Appendix C, para 2f).

