



## DEPARTMENT OF THE NAVY

NAVAL RESERVE OFFICERS TRAINING CORPS  
THE TULANE UNIVERSITY OF LOUISIANA  
NEW ORLEANS, LA 70118

IN REPLY REFER TO:

NROTCTUINST 5350.1D  
05 October 2012

### NROTC UNIT TULANE UNIVERSITY INSTRUCTION 5350.1D

Subj: URINALYSIS PROGRAM

Ref: (a) OPNAVINST 5350.4D  
(b) Navy Drug Screening Program User's Guide (version 5.2)  
(c) Urinalysis Coordinator Handbook (10/01)  
(d) NSTC 5350.1A  
(e) DoDINST 1010.16

1. Purpose. To promulgate the unit's Urinalysis Program in accordance with references (a) through (e).

2. Cancellation. NROTCUTINST 5340.1C

3. Information. Illicit drug use is costly in terms of unit readiness and is a severe detriment to "esprit de corps." It undermines the very fiber of combat readiness, health, safety, discipline, reliability, judgment and loyalty. Illicit drug use is incompatible with the maintenance of high standards of performance, military discipline and readiness and is destructive of efforts to instill pride, promote professionalism, and enhance personal excellence.

4. Responsibilities

a. Executive Officer

(1) Ensure the Primary and Alternate Urinalysis Coordinators are designated, in writing, by the Commanding Officer.

(2) Directly supervise the Primary Urinalysis Coordinator in the implementation of the Urinalysis Program.

(3) Establish testing parameters for the Navy Drug Screening Program (NDSP), to ensure testing of 15% of active duty personnel attached to the NROTC Unit per month and a Unit Screen every fiscal year.

b. Primary Urinalysis Coordinator

(1) Coordinate the collection of samples per reference (a).

(2) Implement and operate the NDSP per reference (b).

(3) Ensure proper security is maintained for collected samples.

(4) Prepare and deliver samples to the appropriate courier for shipment to the testing laboratory.

(5) Review and forward required reports.

(6) Provide training to observers

c. Alternate Urinalysis Coordinator

- (1) Assist the Primary Urinalysis Coordinator as necessary.
- (2) Serve as the Primary Urinalysis Coordinator in his absence.

5. Action

a. The Primary/Alternate Urinalysis Coordinator shall:

- (1) Establish and maintain an active duty roster in the NDSP, including staff, DUINS and STA-21/MECP students and midshipmen.
- (2) On available days, check the NDSP to determine if random testing is required.
- (3) On testing days, notify appropriate personnel and conduct urinalysis testing per references (a) and (c).
- (4) At least twice per year, once during Fall and once during Spring semesters, and with the concurrence of the Commanding Officer, perform a Unit Sweep, testing 100% of Midshipmen, Unit Staff, and Administrative assigned personnel.

  
A. P. CHATHAM

Distribution:  
NROTCUTUINST 5216.1A (List I)