

# Naval Audit Service



## Audit Report



# Navy Urinalysis Program for Military Personnel

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**N2014-0009**  
**18 February 2014**

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7510  
N2010-NFO000-0081  
18 Feb 14

**MEMORANDUM FOR THE OFFICE OF THE DEPUTY CHIEF OF NAVAL  
OPERATIONS (MANPOWER, PERSONNEL,  
TRAINING AND EDUCATION)**

**Subj: NAVY URINALYSIS PROGRAM FOR MILITARY PERSONNEL (AUDIT  
REPORT N2014-0009)**

Ref: (a) NAVAUDSVC memo 7510/N2010-NFO000-0081, dated 10 Aug 11  
(b) SECNAV Instruction 7510.7F, "Department of the Navy Internal Audit"

Encl: (1) Status of Recommendations  
(2) Scope and Methodology  
(3) Activities Visited and/or Contacted  
(4) Management Response from Deputy Chief of Naval Operations (Manpower,  
Personnel, Training and Education)

1. **Introduction.** The report provides results of the subject audit announced in reference (a). Paragraph 5 provides our audit results. Paragraph 8 provides our recommendations, summarized management responses, and our comments on the responses. Enclosure 1 provides the status of the recommendations and Enclosure 4 provides the full text of management responses. Guidance on followup correspondence for the open recommendations is included in paragraph 9.

2. **Reason for Audit.** The audit objective was to verify that the Navy Urinalysis Program for active duty members was operating as intended.<sup>1</sup> Specifically, we determined whether service members were separated after testing positive for illegal drugs, and 100 percent of active duty service members were drug tested as required. This audit was initiated by the Auditor General of the Navy to address the Urinalysis Program for military service members; similar audits on the Department of the Navy civilian drug testing program were previously conducted.<sup>2</sup>

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<sup>1</sup> Drug test data included Navy active duty, Navy Reserve, Naval Reserve Officers Training Corps, and Marine Corps personnel, which was not determined until detailed analyses were conducted; therefore, this data was included in the audit results.

<sup>2</sup> Naval Audit Service reports "Department of the Navy Civilian Drug-Free Workplace Program – Discipline," (N2011-0045), 19 July 2011, and "Department of the Navy Civilian Drug-Free Workplace Program – Compliance," (N2012 - 0039), 2 May 2012.

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**3. Background.**

a. According to the Office of the Chief of Naval Operations (OPNAV) Instruction 5350.4D, the Navy has “zero tolerance” for drug abuse. The instruction states that drug abuse is the wrongful<sup>3</sup> use, possession, manufacture, or distribution of a controlled substance. Drug abuse also undermines combat readiness, is incompatible with the maintenance of high standards of performance and military discipline, and is a severe detriment to Navy’s overall mission.

b. To ensure 100 percent of Navy personnel are tested annually, Commanders, Commanding Officers, and Officers In Charge shall conduct an aggressive urinalysis program as required by OPNAV Instruction 5350.4D.<sup>4</sup> In addition, Navy members determined to be using, possessing, promoting, manufacturing, or distributing drugs shall be processed for administrative separation. It is the Navy’s goal to be free from the effects of drug abuse.

c. According to the instruction, the Office of the Chief of Naval Operations, Personal Readiness and Community Support (OPNAV (N135))<sup>5</sup> is the program sponsor for the Navy Alcohol and Drug Abuse Prevention program. Commander, Navy Personnel Command shall develop, implement, and monitor effective substance abuse prevention programs to enhance Fleet operational readiness. They shall also establish Navy urinalysis requirements and maintain the Alcohol and Drug Management Information Tracking System.<sup>6</sup>

**4. Scope and Methodology.** The audit focused on determining whether 1,843 service members<sup>7,8</sup> were separated after testing positive for illegal drugs in Fiscal Year (FY) 2011 and how long it took to separate them. It also focused on determining whether 100 percent of Navy active duty service members<sup>9</sup> (381,191 and 378,647 in FYs 2010 and 2011, respectively) were tested. To determine the above, we obtained and analyzed drug test data, personnel data, and separation data. We statistically sampled 99 of 1,843 service members and reviewed 100 percent of Navy active duty service members in FYs 2010 and 2011.

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<sup>3</sup> Without legal justification of excuse and includes use contrary to the directions of the manufacturer or prescribing healthcare provider.

<sup>4</sup> Applies to all active duty and Navy Reserve members, officers, and enlisted.

<sup>5</sup> The new Twenty-First Century Sailor Office (N17) was established June 2013 and is responsible for the integration of multiple offices, including the Navy Alcohol and Drug Abuse Program (N170A), formerly N135F.

<sup>6</sup> The primary information management system for the Navy Alcohol and Drug Abuse Prevention program, which collects data on drug testing results.

<sup>7</sup> Drug test data included Navy active duty, Navy reserve, Naval Reserve Officers Training Corps, and Marine Corps personnel.

<sup>8</sup> Includes officers and enlisted personnel.

<sup>9</sup> Includes officers, enlisted personnel, and reservists on active duty for more than 30 days.

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5. **Audit Results.** We found that, typically, service members who tested positive for illegal drugs were separated in compliance with the “zero tolerance” policy.<sup>10</sup> When service members were not separated, it was because documentation to clear them had not been provided, or because they were allowed to transfer to the Reserves. The Navy however, did not drug test 100 percent of service members as required. We did not determine the reasons why service members were not tested due to the numerous commands involved in urinalysis testing throughout the Navy. As a result, the Navy does not have reasonable assurance that service members are free from the effects of drug abuse, which could undermine combat readiness and jeopardize the safety of Navy service members and the safety of others.

a. **Separation.**

i. We found that overall, service members who tested positive for illegal drugs in FY 2011 were separated in compliance with the “zero tolerance” policy.<sup>11</sup> We found 74 of 99 statistically sampled service members (75 percent) were separated from the Navy.<sup>12</sup> Of the remaining 25 service members, 19 were cleared of their positive drug test (19 percent),<sup>13</sup> 3 were not separated (3 percent),<sup>14</sup> and 3 were undetermined (3 percent).<sup>15</sup> The projections based on these sample results are shown in Figure 1.<sup>16</sup>

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<sup>10</sup> OPNAV Instruction 5350.4D.

<sup>11</sup> OPNAV Instruction 5350.4D.

<sup>12</sup> Obtained from the Alcohol and Drug Management Information Tracking System. The universe contained 1,843 service members who tested positive for illegal drugs in FY 2011.

<sup>13</sup> It was determined that a positive drug test was not wrongful use.

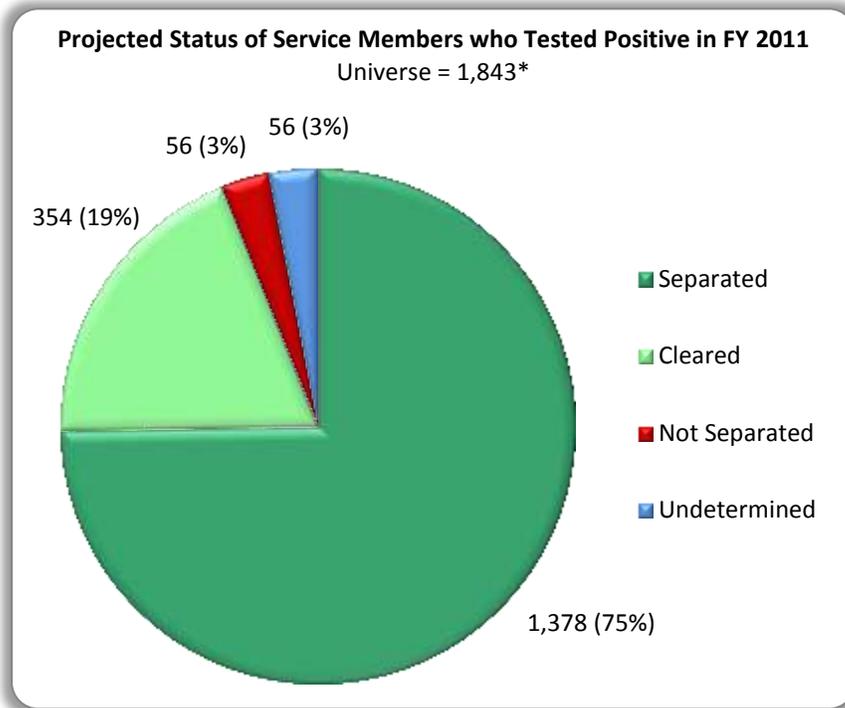
<sup>14</sup> As of 16 July 2013, these service members were not cleared and were still serving in the Navy.

<sup>15</sup> The Department of the Navy commands could not determine the service member’s current status.

<sup>16</sup> For additional details on the projections, including the 95-percent confidence intervals, refer to Enclosure 2.

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**Figure 1.**



\* Due to rounding, the totals in the chart do not add up to 1,843.

ii. Navy service members determined to be using, possessing, promoting, manufacturing, or distributing drugs shall be processed for administrative separation as required by OPNAV Instruction 5350.4D. According to Military Personnel Manual 1910-146, processing is mandatory for a positive urinalysis that was tested and confirmed positive. If a commanding officer determines a positive drug test was not wrongful use, they must provide official correspondence explaining the circumstances that warranted that determination as required by OPNAV Instruction 5350.4D.<sup>17</sup>

iii. To determine whether service members were separated after testing positive for illegal drugs, we obtained and analyzed drug test data<sup>18</sup> as well as personnel and separation data.<sup>19</sup> We also obtained information provided by various commands.<sup>20</sup> Then we compared the service member's first FY 2011 positive drug test date to their last

<sup>17</sup> OPNAV Instruction 5350.4D does not provide timeframes for clearing a service member.

<sup>18</sup> Obtained from the Alcohol and Drug Management Information Tracking System.

<sup>19</sup> Personnel and separation data was obtained from the Navy Enlisted System, Officer Personnel Information System, Official Military Personnel File, Navy Standard Integrated Personnel System, and Joint Personnel Adjudication System.

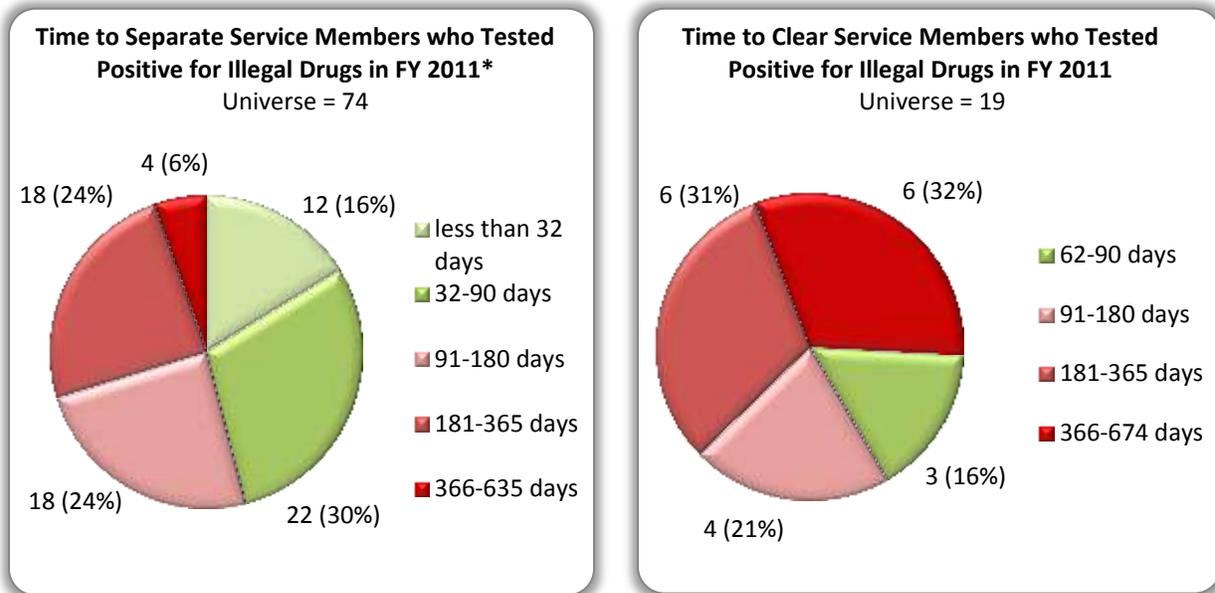
<sup>20</sup> Navy Personnel Command, Commander Navy Reserve Forces Command, Naval Service Training Command, and Headquarters Marine Corps Manpower and Reserve Affairs Directorate.

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separation date.<sup>21</sup> If service members were not separated, we used provided<sup>22</sup> documentation to determine whether they were cleared of their positive drug test.

iv. In addition, we determined that the length of time it took to separate or clear service members who tested positive for illegal drugs ranged from less than 32 days to 674 days, as shown in Figures 2 and 3.

**Figures 2 and 3.**



According to the Military Personnel Manual 1910-010 and the Secretary of the Navy Instruction 1920.6C, enlisted service members should be separated within 15-50<sup>23</sup> working days, and officers within 30-90<sup>24</sup> calendar days of separation notification.<sup>25</sup>

**b. Testing.**

i. Although the Navy conducted drug testing for 88 percent of service members in FYs 2010 and 2011, we found that 12 percent of Navy active duty service members were not tested each year, as shown in Figures 4 and 5.

<sup>21</sup> Service members could have more than one separation date. Members could have separation dates during or after FY 2011.

<sup>22</sup> Determination letters and messages.

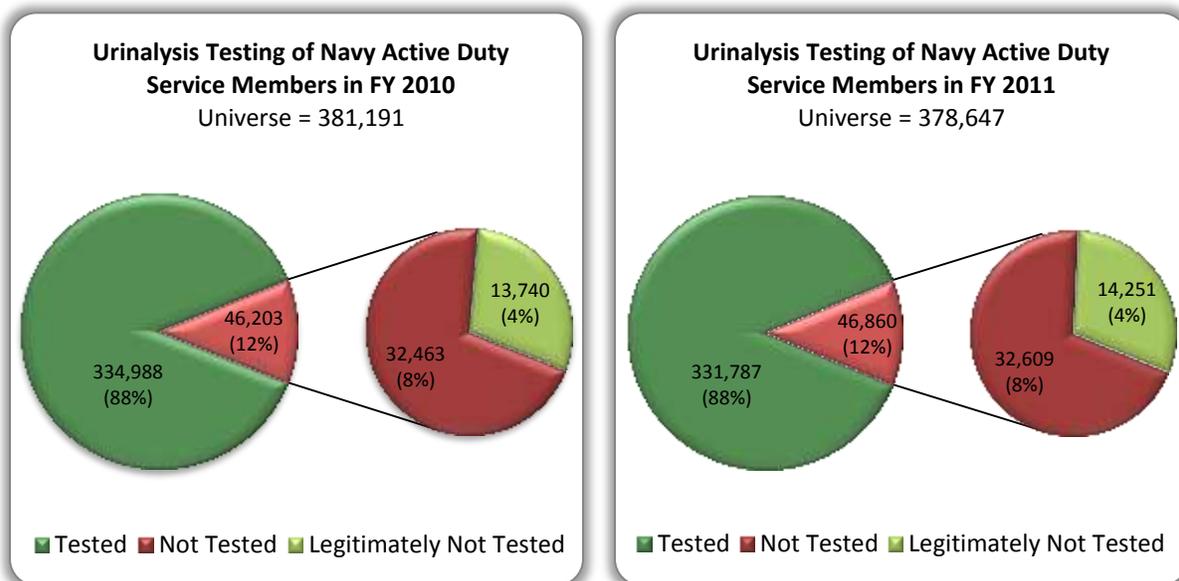
<sup>23</sup> 15 days when the member is not entitled to, or waives, an Administrative Board, and 50 days when the member elects an Administrative Board.

<sup>24</sup> 30 calendar days where no Board of Inquiry is required, and 90 calendar days where a Board of Inquiry is required.

<sup>25</sup> We did not audit when service members received separation notification.

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**Figures 4 and 5.**



ii. According to OPNAV Instruction 5350.4D, each Navy command is required to conduct an aggressive urinalysis program using various methods of selecting personnel for urinalysis testing, including frequent, random urinalysis, which is the most effective means to detect and deter drug abuse.<sup>26</sup> Commands shall conduct an end of fiscal year unit sweep of all individuals not tested in the course of the year to ensure 100 percent of Navy personnel are tested annually.

iii. To determine whether the Navy conducted drug testing for 100 percent of service members in FYs 2010 and 2011, we obtained and analyzed active duty personnel data,<sup>27</sup> drug test data,<sup>28</sup> and separation data.<sup>29</sup> We determined if service members were drug tested by analyzing whether each service member had a drug test in the same year they were on active duty. If service members were not tested, we determined whether they were separated from active duty, were reservists<sup>30</sup> who had a stop date prior to the end of the fiscal year, or were reservists who had a start date within 72 hours<sup>31</sup> of the end of the fiscal year (considered to be legitimately not tested). Service members, who did not have a drug test and were not separated<sup>32</sup> in the same year they served on active duty, were considered to be not tested.

<sup>26</sup> Other methods include unit sweeps, service-directed testing, and fitness for duty testing.

<sup>27</sup> Obtained from the Navy Enlisted System and Officer Personnel Information System.

<sup>28</sup> Obtained from the Alcohol and Drug Management Information Tracking System.

<sup>29</sup> Obtained from the Navy Enlisted System and Officer Personnel Information System and the Defense Management Data Center (separation information included stop dates for reservists on active duty for more than 30 days).

<sup>30</sup> On active duty for more than 30 days.

<sup>31</sup> According to OPNAV Instruction 5350.4D, prior service personnel recalled to active duty shall be drug tested within 72 hours following re-entry.

<sup>32</sup> Includes reservists who did not have a stop date.

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c. **Causes of Not Separating and Not Testing Service Members.** Service members were not separated from the Navy after testing positive for illegal drugs because, according to command personnel, documentation had not been provided to clear them or because they were allowed to transfer to the Reserves. We did not determine the reasons why service members were not tested due to the numerous commands involved in urinalysis testing throughout the Navy.<sup>33</sup>

d. **Impact.** The Navy does not have reasonable assurance that service members are free from the effects of drug abuse when service members are not separated after testing positive for illegal drugs and 100 percent of service members are not drug tested. Undetected drug abuse could undermine combat readiness and jeopardize the safety of Navy service members and the safety of others.

6. **Briefings with Management.** We provided preliminary results to the Director, Twenty-First Century Sailor Office on 21 August 2013. We also provided status updates to Navy Alcohol and Drug Abuse Prevention Office personnel during the audit.

7. **Noteworthy Accomplishments.** We found that the Navy Alcohol and Drug Abuse Prevention program had planned to improve tracking whether 100 percent of service members were drug tested. During the audit, they expanded the Alcohol and Drug Management Information Tracking System capabilities by incorporating additional data fields to identify active duty or reserve service members who were not tested in the current fiscal year. At the time of the audit, they were in the process of testing this capability; therefore, we did not audit it.

8. **Recommendations and Corrective Actions.** Our recommendations, summarized management responses, and our comments on the responses are presented below. The complete text of the Office of the Deputy Chief of Naval Operations (Manpower, Personnel, Training, and Education) responses is in Enclosure 4.

We recommend that Office of the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education):

**Recommendation 1.** Develop timelines to ensure documentation to clear service members of a positive drug test is provided in a timely manner and establish internal controls to ensure timelines are adhered to.

**Management response to Recommendation 1.** Concur. Office of the Chief of Naval Operations (OPNAV) N170 will establish a clear timeline for commands to provide documentation to clear valid drug positives in a timely manner. Target completion date is 30 September 2014.

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<sup>33</sup> While over 2,200 commands conducted drug testing in FYs 2010 and 2011, it is unknown how many commands did not test service members each year.

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**Recommendation 2.** Develop a tracking mechanism and establish oversight to ensure all service members with confirmed positive drug tests, regardless of status (active/inactive), are separated as required and not transferred within the Navy.

**Management response to Recommendation 2.** Concur. A working group will be established to develop a tracking system mechanism to ensure service members with confirmed drug positive results are not transferred into the Navy Reserve via PERS-9. Target completion date is 30 September 2014.

**Recommendation 3.** Determine whether all service members who tested positive for illegal drugs in Fiscal Year 2011 were either cleared or separated.

**Management response to Recommendation 3.** Concur. OPNAV N170 has determined 2,548 of the 2,561 drug positives have either been cleared or separated from service. OPNAV N170 is currently tracking 13 drug positives/10 distinct service members' drug positives. Target completion date is 30 September 2014.

**Recommendation 4.** Based on determinations made in Recommendation 3, if needed, take action to clear service members of a positive drug test or separate service members with confirmed positive drug tests.

**Management response to Recommendation 4.** Concur. OPNAV N170 is tracking all drug positives to clear or separate a service member. Staff continues to have ongoing communications with each command and is currently awaiting the results. Target completion date is 30 September 2014.

**Recommendation 5.** Establish oversight and a mechanism to track service members who have not been tested for illegal drugs and to ensure that 100 percent of the service members required to be tested are tested each year.

**Management response to Recommendation 5.** Concur. The mechanism used to track 100 percent testing for service members was developed and is being reconfigured to provide command the names of those Sailors not tested during the current year. Additionally, OPNAV N170 will conduct independent compliance analysis to establish a formula to track and ensure 100 percent testing is accomplished. An independent contractor has been incorporated to evaluate quantitative data and how the Department of the Navy tracks the 100 percent testing requirement to identify process improvements, and what end-strength metric to utilize. Target completion date is 30 September 2014.

**Naval Audit Service comment on management responses to Recommendations 1 through 5.** Planned actions meet the intent of the recommendations, which are open pending completion of those actions.

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**9. Guidelines for Followup Correspondence.**

a. Actions planned by the Office of the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education) meet the intent of Recommendations 1 through 5. These recommendations are considered open pending completion of the planned corrective actions, and are subject to monitoring in accordance with reference (b). Management should provide a written status report on the recommendation within 30 days after target completion dates.

b. Please provide all correspondence to the Assistant Auditor General for Manpower and Reserve Affairs Audits, XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX, with a copy to the Director, Policy and Oversight, XXXXXXXXXXXXXXXXXXXXXXXXXXXX. Please submit correspondence in electronic format (Microsoft Word or Adobe Acrobat file), and ensure that it is on letterhead and includes a scanned signature.

FOIA (b)(6)

10. Any requests for this report under the Freedom of Information Act must be approved by the Auditor General of the Navy as required by reference (b). This audit report is also subject to followup in accordance with reference (b).

11. We appreciate the cooperation and courtesies extended to our auditors.



XXXXXXXXXXXXXXXXXXXX  
Assistant Auditor General  
Manpower and Reserve Affairs Audits

FOIA (b)(6)

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**Enclosure 1:**

# Status of Recommendations

Recommendations							
Finding <sup>34</sup>	Rec. No.	Page No.	Subject	Status <sup>35</sup>	Action Command	Target or Actual Completion Date	Interim Target Completion Date <sup>36</sup>
1	1	7	Develop timelines to ensure documentation to clear service members of a positive drug test is provided in a timely manner and establish internal controls to ensure timelines are adhered to.	O	Office of the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education)	9/30/14	
1	2	8	Develop a tracking mechanism and establish oversight to ensure all service members with confirmed positive drug tests, regardless of status (active/inactive), are separated as required and not transferred within the Navy.	O	Office of the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education)	9/30/14	
1	3	8	Determine whether all service members who tested positive for illegal drugs in Fiscal Year 2011 were either cleared or separated.	O	Office of the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education)	9/30/14	
1	4	8	Based on determinations made in Recommendation 3, if needed, take action to clear service members of a positive drug test or separate service members with confirmed positive drug tests.	O	Office of the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education)	9/30/14	
1	5	8	Establish oversight and a mechanism to track service members who have not been tested for illegal drugs and to ensure that 100 percent of the service members required to be tested are tested each year.	O	Office of the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education)	9/30/14	

<sup>34</sup> / + = Indicates repeat finding.

<sup>35</sup> / O = Recommendation is open with agreed-to corrective actions; C = Recommendation is closed with all action completed; U = Recommendation is undecided with resolution efforts in progress.

<sup>36</sup> If applicable.

# **Scope and Methodology**

## **Scope**

This report summarizes information regarding our audit of the Navy Urinalysis Program. We conducted the audit from 10 August 2011 to 15 November 2013. The conditions noted existed for 1,843 service members<sup>37</sup> who tested positive for illegal drugs in Fiscal Year (FY) 2011, and for 381,191 and 378,647 Navy active duty service members<sup>38</sup> in FYs 2010 and 2011, respectively.<sup>39</sup>

We collected the following from the Navy Personnel Command:

- All drug test data<sup>40,41</sup> covering the period FYs 2010 and 2011;
- Active duty personnel and separation data<sup>42</sup> covering the period FY 2010 through 28 February 2012<sup>43</sup> and through 30 June 2012;<sup>44</sup>
- Additional individual personnel and separation data;<sup>45</sup> and
- Determination letters and messages.<sup>46</sup>

We also collected active duty personnel data<sup>47</sup> (covering the period FYs 2010 and 2011) from the Defense Management Data Center and individual security clearance data from the Department of Defense Central Adjudication Facility.<sup>48</sup>

Finally, we collected additional separation documentation<sup>49</sup> from Commander, Navy Reserve Forces Command; Naval Service Training Command; and Headquarters Marine Corps Manpower and Reserve Affairs Directorate.

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<sup>37</sup> Drug test data included Navy active duty, Navy Reserve, Naval Reserve Officers Training Corps, and Marine Corps personnel.

<sup>38</sup> Includes reservists on active duty for more than 30 days.

<sup>39</sup> Includes officers and enlisted personnel.

<sup>40</sup> Included negative, positive, and positive removed drug tests.

<sup>41</sup> Obtained from the Alcohol and Drug Management Information System on 6 January 2011 and 9 November 2011.

<sup>42</sup> Obtained from the Navy Enlisted System and Officer Personnel Information System on 25 June 2012 and 10 July 2012, respectively.

<sup>43</sup> Enlisted data.

<sup>44</sup> Officer data.

<sup>45</sup> Obtained from the Official Military Personnel File and Navy Standard Integrated Personnel System from 17 May 2013 to 6 June 2013.

<sup>46</sup> Obtained on 28 June 2013 and 17 July 2013.

<sup>47</sup> Includes reservists on active duty for more than 30 days.

<sup>48</sup> Obtained from the Joint Personnel Adjudication System as of 20 and 31 May 2013.

<sup>49</sup> Obtained from 17 June 2013 to 6 August 2013.

## **Methodology**

To accomplish this audit, we researched and reviewed applicable Department of Defense and Department of the Navy laws, regulations, and directives. We evaluated compliance with existing guidance and assessed internal controls related to the Navy Urinalysis Program. We made inquiries and held discussions with key personnel at the commands and activities listed in Enclosure 3. We determined the key players' roles and responsibilities and documented the Navy Urinalysis Program process. We also documented systems used to capture drug testing, personnel, and separation data.

We used a balanced stratified statistical sampling design to randomly select 99 service members who tested positive for illegal drugs in FY 2011.<sup>50</sup> Stratification was based on whether or not the service member could be identified with the Navy Personnel Command separation data from FY 2006 through February and June 2012. Due to the use of the balanced design, the sampling probabilities were approximately equal across strata.

To determine how many service members were separated, we compared their first FY 2011 positive drug test date to their last separation date.<sup>51</sup> For the service members who were not separated, we determined whether they were cleared of their positive drug test by reviewing determination letters and messages. For the remaining service members, we contacted commands to determine their current status (not separated or undetermined). We projected our results to the universe of service members who tested positive for illegal drugs in FY 2011. The point estimates and confidence intervals are shown in Table 1. In addition, we analyzed the length of time to separate or clear service members by comparing their first sample date to their last separation date.

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<sup>50</sup> Obtained from the Alcohol and Drug Management Information Tracking System. The universe was 1,843 service members who tested positive for illegal drugs in FY 2011.

<sup>51</sup> Service members could have more than one separation date. Members could have separation dates during or after FY 2011.

**Table 1.** Percent and Universe Count Projections for Status of Service Members who Tested Positive in FY 2011

	95% Lower Bound	Point Estimate	95% Upper Bound
<b>Percent Projections</b>			
Separated	65%	75%	83%
Cleared	12%	19%	28%
Not Separated	1%	3%	8%
Undetermined	1%	3%	8%
<b>Count Projections</b>			
Separated	1203	1378	1524
Cleared	224	354	517
Not Separated	13	56	155
Undetermined	13	56	155

Note: Intervals calculated at the 95 percent confidence level have a 5 percent risk that they will not contain the target population value of interest.

To determine whether 100 percent of Navy active duty service members were drug tested in FYs 2010 and 2011, we first compared the list of service members who were on active duty in each year to the drug tests conducted in that year. If service members were not tested, we compared their Social Security number to active duty separation data and determined if they had a corresponding separation date in the year they were on active duty or were reservists<sup>52</sup> who had a stop date prior to the end of the fiscal year. We also compared their Social Security numbers to active duty personnel data and determined whether reservists had a start date within 72 hours<sup>53</sup> of the end of the fiscal year. We considered all of these service members to be legitimately not tested. We determined that the remaining service members were not tested because they did not have a drug test and were not separated<sup>54</sup> in the same year they served on active duty.

We assessed the reliability of the Alcohol and Drug Management Information Tracking System, Defense Manpower Data Center, Navy Enlisted System, and Officer Personnel Information System data by: (1) performing electronic testing of required data elements and (2) interviewing agency officials knowledgeable about the data. We relied on computer-generated data from the other systems above, but did not perform extensive testing on the reliability of the data because it would have constituted a separated and significant audit effort. We determined that the data were sufficiently reliable for the purposes of this report.

We reviewed Naval Audit Service, Air Force Audit Agency, Army Audit Agency, Department of Defense Inspector General, and Government Accountability Office reports,

<sup>52</sup> On active duty for more than 30 days.

<sup>53</sup> According to the Office of the Chief of Naval Operations Instruction 5350.4D, prior service personnel recalled to active duty shall be drug tested within 72 hours following re-entry.

<sup>54</sup> Includes reservists who did not have a stop date.

and found there were no reports published in the past 5 years covering the Navy Urinalysis Program for military personnel; therefore no followup was required.

### **Generally Accepted Government Auditing Standards**

We conducted this performance audit in accordance with Generally Accepted Government Auditing Standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

### **Federal Managers' Financial Integrity Act**

The Federal Managers' Financial Integrity Act of 1982, as codified in Title 31, United States Code, requires each Federal agency head to annually certify the effectiveness of the agency's internal and accounting system controls. Recommendations 1 through 5 address issues related to the internal controls over the Navy Urinalysis Program. In our opinion, the weaknesses noted in this report may warrant reporting in the Auditor General's annual Federal Managers' Financial Integrity Act memorandum identifying management control weaknesses to the Secretary of the Navy.

**Enclosure 3:**

# **Activities Visited and/or Contacted**

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- Defense Manpower Data Center, Seaside, CA
- Bureau of Medicine and Surgery, Arlington, VA\*
- Navy Medicine Support Command, Jacksonville, FL
- Navy Drug Screening Laboratory, Portsmouth, VA\*
- Twenty-First Century Sailor Office, Office of the Chief of Naval Operations (N17), Arlington, VA\*
- Office of the Chief of Naval Operations, Personal Readiness and Community Support, Millington, TN\*
- Commander, Navy Recruiting Command, Millington, TN\*
- Space and Naval Warfare Systems Command Systems Center Atlantic, New Orleans, LA
- Space and Naval Warfare Systems Command Systems Center Pacific, San Diego, CA
- Naval Service Training Command, Great Lakes, IL
- Navy Reserve Forces Command, Norfolk, VA
- Headquarters Marine Corps Manpower and Reserve Affairs Directorate, Quantico, VA

\*Denotes activities visited

**Enclosure 4:**

# Management Response from Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education)



DEPARTMENT OF THE NAVY  
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30 Jan 14

From: Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education) (N1)  
To: Assistant Auditor General for Financial Management and Comptroller Audits  
Subj: MANAGEMENT RESPONSE TO DRAFT AUDIT REPORT N2010-NFO000-0081, "NAVY URINALYSIS PROGRAM FOR MILITARY PERSONNEL" OF 15 NOVEMBER 2013  
Ref: (a) NAVAUDSVC memo 7510/N2010-NFO000-0081 of 15 November 2013 with subject report  
Encl: (1) Management Response on Subject Draft Report

1. Per reference (a), enclosure (1) provides management response to recommendations 1 through 5 of subject report.
2. My point of contact is [REDACTED] BUPERS-00IG32, [REDACTED] e-mail at [REDACTED]

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NAVAUDSVC DRAFT AUDIT REPORT N2010-NFO000-0081,  
"NAVY URINALYSIS PROGRAM FOR MILITARY" DATED 15 NOVEMBER 2013

**FINDING:** The Navy does not have reasonable assurance that service members are free from the effects of drug abuse, which could undermine combat readiness and jeopardize the safety of Navy service members and the safety of others.

**RECOMMENDATION 1.** That the Deputy Chief of Naval Operations (DCNO) Manpower, Personnel, Training and Education (MPT&E) develop timelines to ensure documentation to clear service members of a positive drug test is provided in a timely manner and establish internal controls to ensure timelines are adhered to.

**OPNAV N170 MANAGEMENT RESPONSE: Concur.** OPNAV N170 will establish a clear timeline for commands to provide documentation to clear valid drug positives in a timely manner. Target completion date is 30 September 2014.

**RECOMMENDATION 2.** That the DCNO (MPT&E) develop a tracking mechanism and establish oversight to ensure all service members with confirmed positive drug tests, regardless of status (active/inactive), are separated as required and not transferred within the Navy.

**OPNAV N170 MANAGEMENT RESPONSE: Concur.** A working group will be established to develop a tracking system mechanism to ensure service members with confirmed drug positive results are not transferred into the Navy Reserve via PERS-9. Target completion date is 30 September 2014.

**RECOMMENDATION 3.** That the DCNO (MPT&E) determines whether all service members who tested positive for illegal drugs in FY-11 were either cleared or separated.

**OPNAV N170 MANAGEMENT RESPONSE: Concur.** OPNAV N170 has determined 2,548 of the 2,561 drug positives have either been cleared or separated from service. OPNAV N170 is currently tracking 13 drug positives/10 distinct service members' drug positives. An OPNAV N170 staff member tracks all drug positives from notification to member's separation or clearing. Commands receive communication (via phone or e-mail) from OPNAV N170 staff on all drug positives not cleared within 60 days of upload into the Internet Forensic Toxicology Drug Testing Laboratory (IFTDTL) result web portal with follow-up until positive result is cleared or member is separated. Target completion date is 30 September 2014.

**RECOMMENDATION 4.** Based on determinations made in Recommendation 3, that the DCNO (MPT&E) if needed, take action to clear service members of a positive drug test or separate service members with confirmed positive drug tests.

**OPNAV N170 MANAGEMENT RESPONSE: Concur.** OPNAV N170 is tracking all drug positives to clear or separate a service member. Staff continues to have ongoing communications with each command and is currently awaiting the results. Target completion date is 30 September 2014.

**RECOMMENDATION 5.** That the DCNO (MPT&E) establishes oversight and a mechanism to track service members who have not been tested for illegal drugs and to ensure that 100 percent of the service members required to be tested are tested each year.

**OPNAV N170 MANAGEMENT RESPONSE: Concur.** The mechanism used to track 100 percent testing for service members was developed in February 2013. A data feed established between Navy Standard Integrated Personnel System (NSIPS) and Navy's Alcohol and Drug Management Information

Enclosure (1)

Tracking System (ADMITS) tracks service members who have not been tested for illegal drugs to ensure 100 percent compliance. This data feed is being reconfigured to provide command leadership, Alcohol and Drug Control Officers (ADCO), and Urinalysis Program Coordinators (UPC) a printable report, updated quarterly, that contains the names of those Sailors not tested during the current year. OPNAV N170 provides oversight and communicates to Echelon II ADCOs with any commands in their area of responsibility not testing at or above 51 percent by mid-year and follow-up throughout the remainder of the year. OPNAV N170 will begin reporting this testing requirement to Department of the Navy (DON) Counternarcotic Office in FY-14.

The tracking mechanism (ADMITS) was working effectively; however, it was taken offline 19 September 2013 to address cyber security issues. This action prevented OPNAV N170 from continued tracking of commands not meeting the 100 percent testing compliance. ADMITS is tentatively scheduled to be back online beginning 23 January 2014, which will allow OPNAV N170 and Navy commands to resume tracking 100 percent compliance to ensure commands meet this requirement in FY-14. Additionally, OPNAV N170 will conduct independent compliance analysis to establish a formula to track and ensure 100 percent testing is accomplished.

Additionally, an independent contractor has been incorporated to evaluate quantitative data and how DON tracks the 100 percent testing requirement to identify process improvements, and what end-strength metric to utilize. Target completion date is 30 September 2014.

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