



DEPARTMENT OF THE NAVY  
NAVAL AMPHIBIOUS BASE LITTLE CREEK  
2600 TARAWA COURT SUITE 100  
NORFOLK, VIRGINIA 23521-3297

IN REPLY REFER TO:

NAVPHIBASELCREEKINST 5350.1A  
N02EO  
**18 JUN 2001**

NAVPHIBASELCREEK INSTRUCTION 5350.1A

Subj: NAVY DRUG AND ALCOHOL ADVISORY COUNCIL (NDAAC) FOR  
NAVPHIBASE LITTLE CREEK

Ref: (a) OPNAVINST 5350.4C

Encl: (1) Drug and Alcohol Statistic Report Form

1. Purpose. To promulgate instructions concerning the Navy Drug and Alcohol Advisory Council (NDAAC) at Naval Amphibious Base Little Creek (NAVPHIBASE LCREEK) in accordance with reference (a).

2. Background. Drug and alcohol abuse is a severe detriment to combat readiness in terms of performance, reliability, judgement, and time lost. It undermines health, safety, discipline, and loyalty. Drug and alcohol abuse is incompatible with the maintenance of high standards of performance, military discipline, and readiness and is destructive of Navy efforts to instill pride, promote professionalism, and enhance personal excellence.

3. Cancellation. NAVPHIBASELCREEKINST 5350.1 is hereby cancelled.

4. Scope

a. The basic mission of the NDAAC is to analysis the nature, extent, and effect of the local drug and alcohol abuse threat, including the availability of drug abuse paraphernalia. It will develop periodic threat assessments and a written action plan to combat the alcohol and other drug abuse threat in the area, including detection/deterrence, prevention, training, counseling/treatment, and liaison with other interested federal, state, and local agencies.

b. The Advisory Council shall act in an advisory capacity to the Commanding Officer.

5. Membership. In accordance with reference (a), the local NDAAC composition shall include the following individuals:

18 JUN 2004

- a. Installation Commanding Officer or representative (O-5 or above) to act as Chairperson.
- b. Staff Judge Advocate.
- c. Storefront Security Representative.
- d. Storefront Fleet and Family Support Center Director.
- e. Command Drug and Alcohol Program Advisor (DAPA).
- f. Chaplain.
- g. Storefront MWR Director and Club Manager.
- h. Medical Department Representative.
- i. Tenant Command Representative.
- j. NAVCRIMINSERV Representative.
- k. Staff Urinalysis Coordinator.

6. Procedures

- a. Designated members should submit agenda items to the Board Chairman five working days prior to the board's scheduled meeting. Discussion items should be as specific as possible.
- b. Previous quarters statistics listed in enclosure (1) should be brought to the meeting for the formulation of the Quarterly Statistic Report.
- c. The Board's Recording Secretary shall prepare an agenda for the forthcoming meeting, including discussion items that had not been resolved from the previous meeting, and new items received in the interim.
- d. The Council Chairman shall guide the meeting through the agenda and allow sufficient input from council members to either resolve or purpose a plan of action for the item, and consideration of all items, if possible.
- e. The Recording Secretary shall prepare a report of the proceedings and provide copies to all council members and tenant commands of NAVPHIBASE LCREEK.

18 JUN 7001

7. Organization

a. The board shall be chaired by the NAVPHIBASE LCREEK Executive Officer.

b. Attending members shall be in accordance with paragraph 5 of this instruction.

c. The Recording Secretary shall be appointed by the Executive Officer.

8. Meetings. The Board shall convene quarterly (March, June, September, and December). Date, time, and location of meeting shall be at the discretion of the Board Chairman.

  
W. C. WRIGHT, Sr.

Distribution:

NAVPHIBASELCREEKINST 5216.2P

List IA, IB (1, 1A, 2, 2A, 3, 3A only), IC, and ID

List II

Stocked by:

Commanding Officer

2600 Tarawa Ct Suite 100

Naval Amphibious Base Little Creek

Norfolk, VA 23521-3229

NAVPHIBASELCREEKINST 5330.1A

N02EO

18 JUN 2001

**DRUG AND ALCOHOL STATISTICS  
FOR NAB LITTLE CREEK  
NDAAC MEETINGS**

	1 <sup>st</sup> QTR	2 <sup>nd</sup> QTR	3 <sup>rd</sup> QTR	4 <sup>th</sup> QTR
Incident Complaint Report (ICRs) Alcohol related Drug related Total ICRs this period				
DUI Incidents: Aboard NAB Lcreek Other locations				
Military DUIs by Rank: Officer CPO Petty Officer Non-Petty Officer				
Drug Detector Dogs: Customs searches Customs finds  Gate searches Gate finds  Bachelor Qtrs searches Bachelor Qtrs finds  Other area searches Other area finds				
CAAC Screenings: Alcohol related Drug related Other  Repeated drug and alcohol				
Education Programs for PREVENT: ADAMS Seminar PREVENT incident referrals PREVENT prevention				
Urinalysis Program Summary: Number of tests (Total) NAB LCreek  Number of positives (Total) NAB LCreek  Positives by substance THC Cocaine Other  % positives (Rate of use)				