

**BY ORDER OF THE COMMANDER
4TH FIGHTER WING**

**SEYMOUR JOHNSON AFB
INSTRUCTION 31-135**



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Security

OPERATION NIGHT HAWK

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(Maj Jim D. Alves)

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The purpose of this publication is to establish procedures for mandatory urinalysis of active duty military members as directed by the 4 FW/CC. All 4 FW personnel are responsible for knowing the information contained within this publication and complying with its procedures. The ability of personnel, designated by the 4 FW/CC, to rapidly execute Operation Night Hawk procedures is paramount to the maintenance of law and order to any and all units assigned to Seymour Johnson AFB. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>. Contact supporting records managers as required. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the appropriate functional chain of command.

1. Purpose:

1.1. This publication provides an overview and guidance to key agencies that support Operation Night Hawk. In addition, this operating instruction provides guidance to vehicular occupants and drivers identified during Operation Night Hawk. 4 FW/CC is concerned about standards of readiness of 4th Fighter Wing personnel. A random inspection under Military Rules of Evidence (MRE) 313(b), *Manual for Courts-Martial*, Military Rules of Evidence is ordered to ensure the security, military fitness, and good order and discipline of the installation and its members. Furthermore, this inspection is to ensure proper standards of readiness are being maintained. When notified of commencement of Operation Night Hawk,

all previously tasked units will report as directed with a sense of urgency to achieve total force strength.

2. Overview:

2.1. Operation Night Hawk will be a joint event involving several branches encompassing the 4 FW (see paragraph 5 for additional information). However, the primary POC facilitating Operation Night Hawk will be 4 SFS/S3.

2.2. 4 FW/CC will order a random urinalysis inspection of a designated number of military members entering SJAFB, in conjunction with a random vehicle inspection.

2.2.1. Date, time, and location will be designated by the 4 FW/CC.

2.2.2. Testing will be conducted using the Drug Demand Reduction Program urinalysis test.

2.2.3. Members subject to the urinalysis inspection include regular Active Duty and Reservists and National Guard members in Title 10 status (Inactive Duty Training, Active Duty, and/or Annual Training).

2.2.4. All tasked units executing Operation Night Hawk duties will be directed to rally at a pre-designated location (other than the target location) for the pre-brief.

3. Procedures:

3.1. Upon arriving to SJAFB vehicle operators will be given instructions by Security Forces personnel (including contract gate guards). Security Forces personnel will instruct the driver (and occupants if applicable) to report to the designated area where notification of urinalysis will be made. As outlined in 2.2.3. those subject to urinalysis inspection will be directed to designated area for testing. Anyone subject to the Uniform Code of Military Justice (UCMJ) will be identified for urinalysis. All others (contractors, single dependents, retirees) will be subject to vehicle inspection in accordance with section 21 of the Internal Security Act of 1950 and section 797 of Title 50, United States Code. Those personnel who are not subject to urinalysis will be either given the option to wait in their vehicle or to wait inside the designated location. Prior to departure, the military occupants will be required to present their military ID cards and sign acknowledgment of the random urinalysis inspection order in duplicate. They will then be directed to enter the designated area for testing. The military occupants will keep one copy of the order. Security Forces representative will obtain original signed acknowledgement of random urinalysis inspection order from military occupant. Security Forces will make a copy of the urinalysis inspection order, at the designated location, and keep it for their records. The original urinalysis inspection order for each military occupant will be forwarded to Drug Demand. Each member selected for testing will be verbally ordered to discontinue use of all cellular telephones and any other communication devices. Each member will be also ordered not to discuss the inspection with anyone until Operation Night Hawk terminates.

3.2. The following procedures will apply for any dependents with the military member ordered to submit to urinalysis testing during the sample.

3.2.1. Dependents at the age of 16 or older will have the option to stay in the vehicle or to wait inside the designated location.

3.2.2. Dependents below the age of 16 will be escorted by a guardian to the designated location waiting room while the identified member provides their sample.

3.2.2.1. If the identified parent/guardian is uncomfortable with designated personnel watching their child, do not separate the child from their parent/guardian. Security Forces will allow prior identified member to call someone to pick up their child at designated location.

3.3. Urinalysis testing will be accomplished in accordance with Drug Demand Reduction Program procedures and AFI 44-120, *Military Drug Demand Reduction Program*.

3.3.1. Observers for the urinalysis testing will be Senior NCOs meeting the qualifications of AFI 44-120.

3.3.1.1. Observers shall be in the ratio of four males to one female at all times.

3.3.1.2. The Drug Demand Reduction Program Manager (DDRPM) or Drug Testing Program Administrative Manager (DTPAM) shall train observers prior to the observers assuming their duties.

3.3.1.3. At the completion of urinalysis testing, observers will assist in ensuring 100% accountability between members who signed acknowledgement forms and those that signed in and submitted a urinalysis test.

3.4. This process will occur, as outlined in paragraphs 4.1 through 4.3., until the required number of military members has been tested or until the predetermined termination time as ordered by the 4 FW/CC.

3.5. In addition to the Random Urinalysis, a 4 SFS Military Working Dog (MWD) Team will conduct Random Vehicle Inspections at designated locations during designated time periods, regardless of the driver's status (active duty, dependent, visitor, etc.). The random selection will vary and will be briefed to all tasked units involved in this operation. The following example template will be followed:

<u>SAMPLE TIME</u>	<u>SAMPLE RANDOM SELECTION</u>
1800-1810 hours	Every 12 vehicles outbound/ inbound
1811-1830 hours	Every 25 vehicles outbound/ inbound
1831-1839 hours	Every 2 vehicles outbound/ inbound
1840-1850 hours	Every 11 vehicles outbound/ inbound
1851-1915 hours	Every 9 vehicle outbound/ inbound

4. Tasked Units:

4.1. 4 FW/JA will have a representative present at the designated location for consultation.

4.2. 4 MDOS/CC will ensure all the proper equipment is set up at the designated location and Drug Demand Reduction Office has enough supplies and personnel available for the testing operation. At a minimum the following medical personnel are required to participate: ADAPT manager, DDRPM, and DTPAM.

4.3. 4 FW/CCC will coordinate with Group Chiefs to include SNCOs as observers in the ratio required by paragraph 3.3.1.1.

4.4. Group Superintendents will each provide one individual in the rank of E-7 or above for this operation. Each SNCO selected will be the 4 FW/CC's representative and issue the random urinalysis order to the identified individual. Group/ Superintendents will identify, to the 4 MSG/CD, the name of the selected SNCO. 4 MSG/CD will coordinate with 4 SFS/S3 time and location for selected individuals to meet prior to the start of the operation. Selected members will remain at the designated location for the entire operation.

4.5. 4 SFS/CC will provide extra personnel at the designated location to accommodate operations as detailed above. 4 SFS will also provide at least one (1) MWD team to support random vehicle inspections. In addition, 4 SFS will prepare the random urinalysis order in sufficient numbers for the operation after JA review and 4 FW/CC signature.

4.6. 4 FW/PA will coordinate to have reporter/photographer on site to ensure maximum coverage of the operation.

4.7. 4 EMS/CC will provide three (3) light-all units. Location/placement of the units will be determined by the 4 SFS/S3.

5. Command and Control:

5.1. Prior knowledge of the operation will be granted to personnel on a "need-to-know" basis only. Units involved will designate trusted agents to work the operation order.

5.2. Additional Security Forces personnel will not be briefed until two (2) hours prior to the designated start. Existing radio and landline communications will be used to communicate any difficulties or situations (abusive behavior, reluctance) during the operation.

PATRICK J. DOHERTY, Colonel, USAF
Commander

ATTACHMENT 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 31-101, *Integrated Defense*, 08 October 2009

AFMAN 33-363, *Management of Records*, 01 March 2008

AFI 44-120, *Military Drug Demand Reduction Program*, 3 January 2011

Internal Security Act of 1950, 23 September 1950

Manual for Court Martial, 2008

Title 50, United States Code, 2006

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations—Definition

AD—Active Duty

ADAPT—Alcohol and Drug Abuse Prevention Treatment

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFRIMS—Air Force Records Information Management System

DDRPM—Drug Demand Reduction Program Manager

DTPAM—Drug Testing Program Administrative Manager

ID—Identification

JA—Judge Advocate

MWD—Military Working Dog

MRE—Military Rules of Evidence

NCO—Noncommissioned Officer

OPR—Office of Primary Responsibility

POC—Point of Contact

RDS—Records Disposition Schedule

SNCO—Senior Non-Commissioned Officer