

HOW TO USE WebDTP

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Substance Abuse Control Officer
VMFA-211**



To use WebDTP, you're going to need the unit alpha roster from command profile (MOL)

The screenshot shows a web browser window displaying the 'COMMAND PROFILE' page for unit VMFA-211. The page includes a navigation sidebar on the left with options like 'Search Marine', 'Command Analysis', and 'Unit Roster'. The main content area features a table titled 'Unit Roster' with columns for EDIPI, NAME, GRADE, DOR, EAS, GENDER, MOS, RUC, MCC, GRADE SELET, CO CODE, PLT CODE, and SECT. The table lists 10 personnel records.

COMMAND PROFILE

Welcome RODGERS.JONATHAN.TRISTON.1509051379 Logout
Last Login: 09/22/2022 12:58
Refresh Date: SEP-21-2022 (ODSE Cycle Date/No.: SEP-21-2022/22167)

Marine Type Filter Settings: All Active and Reserve Marines
Unit Filter Settings: VMFA-211 MAG-13 3D MAW
MOS Filter Settings: All MOS

Search Marine
Command Analysis
Change Unit Filter
Staffing
Unit Roster
Leaders Roster
UPAR
MEF L2L Overview
Leader to Led Report(L2L)
MOS Distribution
Turnover
Unit Distribution
Demographics
Deptempo & Deployment
Training
Administration

Excel Export Contact Us

Unit Roster

EDIPI	NAME	GRADE	DOR	EAS	GENDER	MOS	RUC	MCC	GRADE SELET	CO CODE	PLT CODE	SECT
1398053563	ADELMAN, ERIC C	E6	01-FEB-19	19-SEP-23	M	6218	01211	V8A	E7	M	PWLN	
1254327111	AGUILERA JR, DAVID N	E7	01-SEP-16	02-FEB-24	M	6218	01211	V8A		M	QUAL	
1543284161	ALCONCEL, TYSON K	E4	01-OCT-21	09-MAR-27	M	6338	01211	V8A		M	AVIO	
1046569268	ALLEN, ANDRE J	E5	01-MAR-19	09-FEB-24	M	6531	01211	V8A	E6	M	QUAL	
1547629236	ALLEN, SIERRA L	E3	01-MAR-20	27-JAN-23	F	7041	01211	V8A		H	HQS3	
1547819264	ALMEIDA, CARLOS E	E3	28-SEP-21	04-MAR-24	M	6073	01211	V8A		M	TOOL	
1534779433	ANDERSON, WILLIAM J	E5	01-AUG-21	31-JUL-26	M	6218	01211	V8A		M	CNTL	
1543118709	ANDRASI, BENEC M	E4	01-FEB-21	04-FEB-23	M	6218	01211	V8A		M	PWLN	
1284453073	ARNOLD, SARAH M	E7	01-AUG-18	20-DEC-22	F	6338	01211	V8A		M	CNTL	



Click on Exel, export and “save as” to be able to download roster

COMMAND PROFILE

Marine Type Filter Settings: All Active and Reserve Marines
Unit Filter Settings: VMFA-211 MAG-13 3D MAW
MOS Filter Settings: All MOS

Excel Export Contact Us

Unit Roster

EDIPI	NAME	GRADE	DOR	EAS	GENDER	MOS	RUC	MCC	GRADE SELET	CO CODE	PLT CODE	SECT
1398053563	ADELMAN, ERIC C	E6	01-FEB-19	19-SEP-23	M	6218	01211	V8A	E7	M	PWLN	
1254327111	AGUILERA JR, DAVID N	E7	01-SEP-16	02-FEB-24	M	6218	01211	V8A		M	QUAL	
1543284161	ALCONCEL, TYSON K	E4	01-OCT-21	09-MAR-27	M	6338	01211	V8A		M	AVIO	
1046569268	ALLEN, ANDRE J	E5	01-MAR-19	09-FEB-24	M	6531	01211	V8A	E6	M	QUAL	
1547629236	ALLEN, SIERRA L	E3	01-MAR-20	27-JAN-23	F	7041	01211	V8A		H	HQS3	
1547819264	ALMEIDA, CARLOS E	E3	28-SEP-21	04-MAR-24	M	6073	01211	V8A		M	TOOL	
1534779433	ANDERSON, WILLIAM J	E5	01-AUG-21	31-JUL-26	M	6218	01211	V8A		M	CNTL	
1543118709	ANDRASI, BENEC M	E4	01-FEB-21	04-FEB-23	M	6218	01211	V8A		M	PWLN	
1284453073	ARNOLD, SARAH M	E7	01-AUG-18	20-DEC-22	F	6338	01211	V8A		M	CNTL	

1:01 PM
9/22/2022



Download the roster to your desk top for easy access

The screenshot shows a web browser window displaying the 'COMMAND PROFILE' page. The page includes filter settings for Marine Type, Unit, and MOS. A 'Unit Roster' table is visible, listing personnel with columns for EDIPI, NAME, GRADE, DOR, and other details. A 'Save As' dialog box is open, showing the file name 'unitRoster 09-22-2022 1601 ET' and the save type 'Microsoft Excel Worksheet'. The dialog box is set to save the file to the Desktop.

COMMAND PROFILE

Marine Type Filter Settings: All Active and Reserve Marines
Unit Filter Settings: VMFA-211 MAG-13 3D MAW
MOS Filter Settings: All MOS

Excel Export Contact Us

Unit Roster

EDIPI	NAME	GRADE	DOR										
1398053563	ADELMAN, ERIC C	E6	01-FEB-19										
1254327111	AGUILERA, JR, DAVID N	E7	01-SEP-16										
1543284161	ALCONCEL, TYSON K	E4	01-OCT-21										
1046569268	ALLEN, ANDRE J	E5	01-MAR-19	09-FEB-24	M	6531	01211	V8A	E6	M	QUAL		
1547629236	ALLEN, SIERRA L	E3	01-MAR-20	27-JAN-23	F	7041	01211	V8A		H	HQS3		
1547819264	ALMEIDA, CARLOS E	E3	28-SEP-21	04-MAR-24	M	6073	01211	V8A		M	TOOL		
1534779433	ANDERSON, WILLIAM J	E5	01-AUG-21	31-JUL-26	M	6218	01211	V8A		M	CNTL		
1543118709	ANDRASI, BENICE M	E4	01-FEB-21	04-FEB-23	M	6218	01211	V8A		M	PWLN		
1284453073	ARNOLD, SARAH M	E7	01-AUG-18	20-DEC-22	F	6338	01211	V8A		M	CNTL		

Save As dialog box details:
Location: This PC > Desktop
File name: unitRoster 09-22-2022 1601 ET
Save as type: Microsoft Excel Worksheet



Open the excel file and delete all the columns except the highlighted ones as shown below and save

The screenshot shows an Excel spreadsheet with the following data:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	EDIPI	NAME	GRADE	GENDER	RUC														
2	139805356	ADELMAN, ERIC C	E6	M	01211														
3	125432711	AGUILERA JR, DAVID N	E7	M	01211														
4	154328416	ALCONCEL, TYSON K	E4	M	01211														
5	104656926	ALLEN, ANDRE J	E5	M	01211														
6	154762923	ALLEN, SIERRA L	E3	F	01211														
7	154781926	ALMEIDA, CARLOS E	E3	M	01211														
8	153477943	ANDERSON, WILLIAM J	E5	M	01211														
9	154311870	ANDRASI, BENCE M	E4	M	01211														
10	128445307	ARNOLD, SARAH M	E7	F	01211														
11	154788575	ARRAEZCAMBA, ALEXANDER	E4	M	01211														
12	154593282	AUCLAIR, WADE H	E4	M	01211														
13	154310918	BAIERL, BRETT A	E3	M	01211														
14	155010597	BAKER, AUDREY M	E4	F	01211														
15	154452478	BARDALES, ANDREW D	E5	M	01211														
16	105619861	BEHNKEN, STEPHEN M	E7	M	01211														
17	124054827	BELL, DAVID B	E4	M	01211														
18	150928797	BELLO, ANGEL S	E5	M	01211														
19	140368034	BENSON JR, TIMOTHY J	E7	M	01211														
20	159524013	BETANCOURT, CHRISTIAN	E2	M	01211														
21	155647114	BIGGS, JEREMIAH J	E3	M	01211														
22	159805936	BLAKE, CRUISE W	E3	M	01211														
23	158919305	BOATTO, NICOLE C	E3	F	01211														



Now log into iFTDTL

UNCLASSIFIED

https://ftdtl.health.mil/Account/Login?ReturnUrl=%2FAccount%2FIndex%3FTimeZone%3D420

CUI

Getting Started ▾ Contact Support

Account Log in

You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only.

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct(PM), law enforcement(LE), and counterintelligence(CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests-not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

I Agree

CAC Login

[Register as a new user](#)

[Back to Top](#)

CUI

Type here to search

12:57 PM
9/22/2022



Make sure to check the agreement box and click cac login.

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Getting Started ▼ Contact Support

Account Log in

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- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests-not for your personal benefit or privacy.
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I Agree

CAC Login

[Register as a new user](#)

[Back to Top](#)

https://ftdtl.health.mil/SSL?ReturnUrl=%2FAccount%2FIndex%3FTimeZone%3D420&timeZone=420

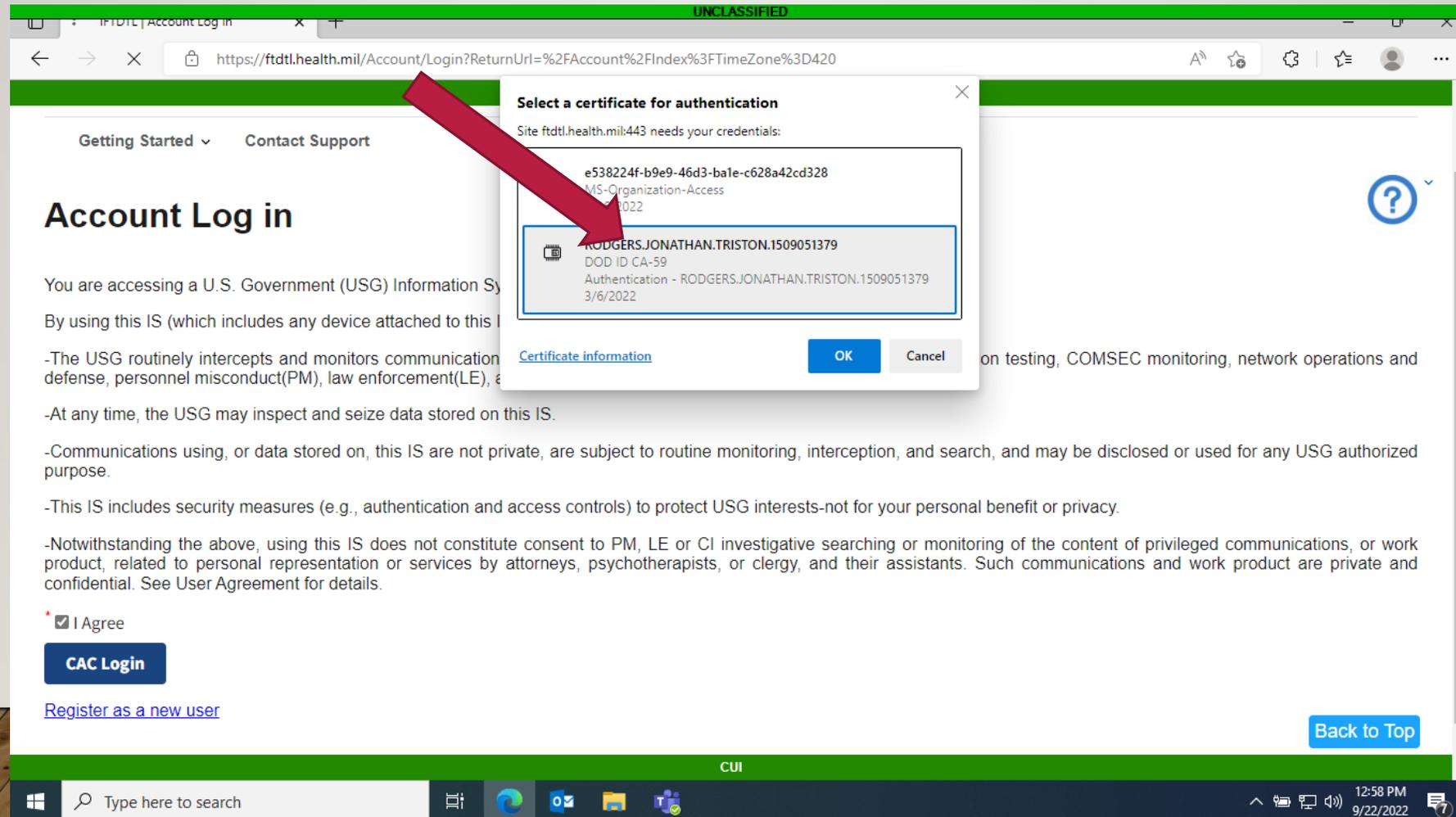
CUI

Type here to search

12:58 PM
9/22/2022



Click on your CAC certificates in the drop down No other certificates can be used.



The screenshot shows a web browser window with the URL <https://ftdtl.health.mil/Account/Login?ReturnUrl=%2FAccount%2FIndex%3FTimeZone%3D420>. The page title is "Account Log in". A modal dialog box titled "Select a certificate for authentication" is open, displaying a list of certificates. The selected certificate is "RODGERS.JONATHAN.TRISTON.1509051379" with a DOD ID CA-59 and an expiration date of 3/6/2022. A red arrow points to this certificate. The background page contains a "CAC Login" button and a "Register as a new user" link. The system tray at the bottom shows the date and time as 12:58 PM on 9/22/2022.

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Getting Started **Contact Support**

Account Log in

You are accessing a U.S. Government (USG) Information System (IS). By using this IS (which includes any device attached to this IS), you are accepting the terms of the User Agreement for this IS. The USG routinely intercepts and monitors communications on this IS for purposes of defense, personnel misconduct (PM), law enforcement (LE), and intelligence gathering. This includes the content of all transmissions on this IS. At any time, the USG may inspect and seize data stored on this IS. Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose. This IS includes security measures (e.g., authentication and access controls) to protect USG interests-not for your personal benefit or privacy. Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

I Agree

CAC Login

[Register as a new user](#)

[Certificate information](#) **OK** **Cancel**

Back to Top

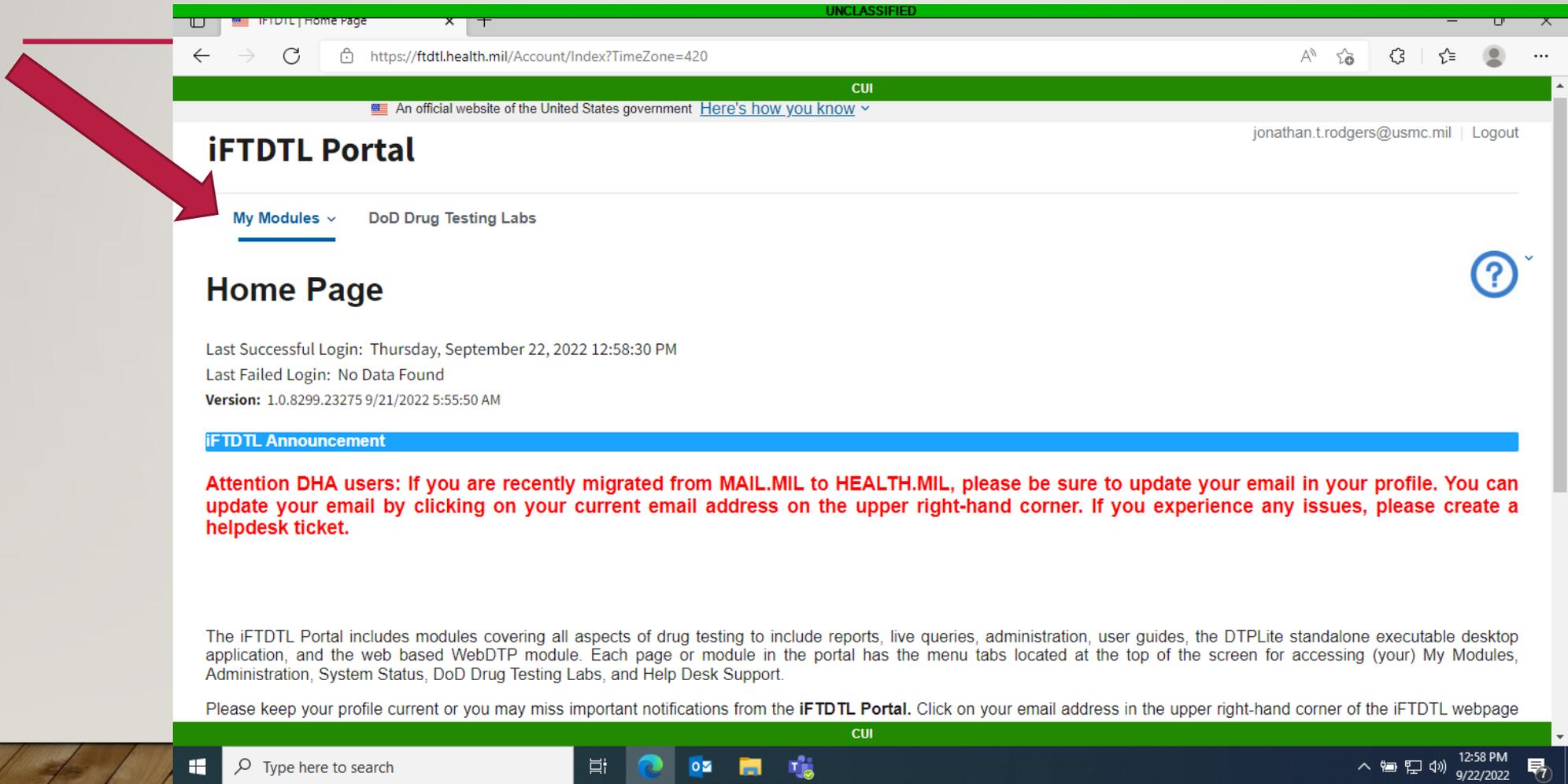
CUI

Type here to search

12:58 PM
9/22/2022



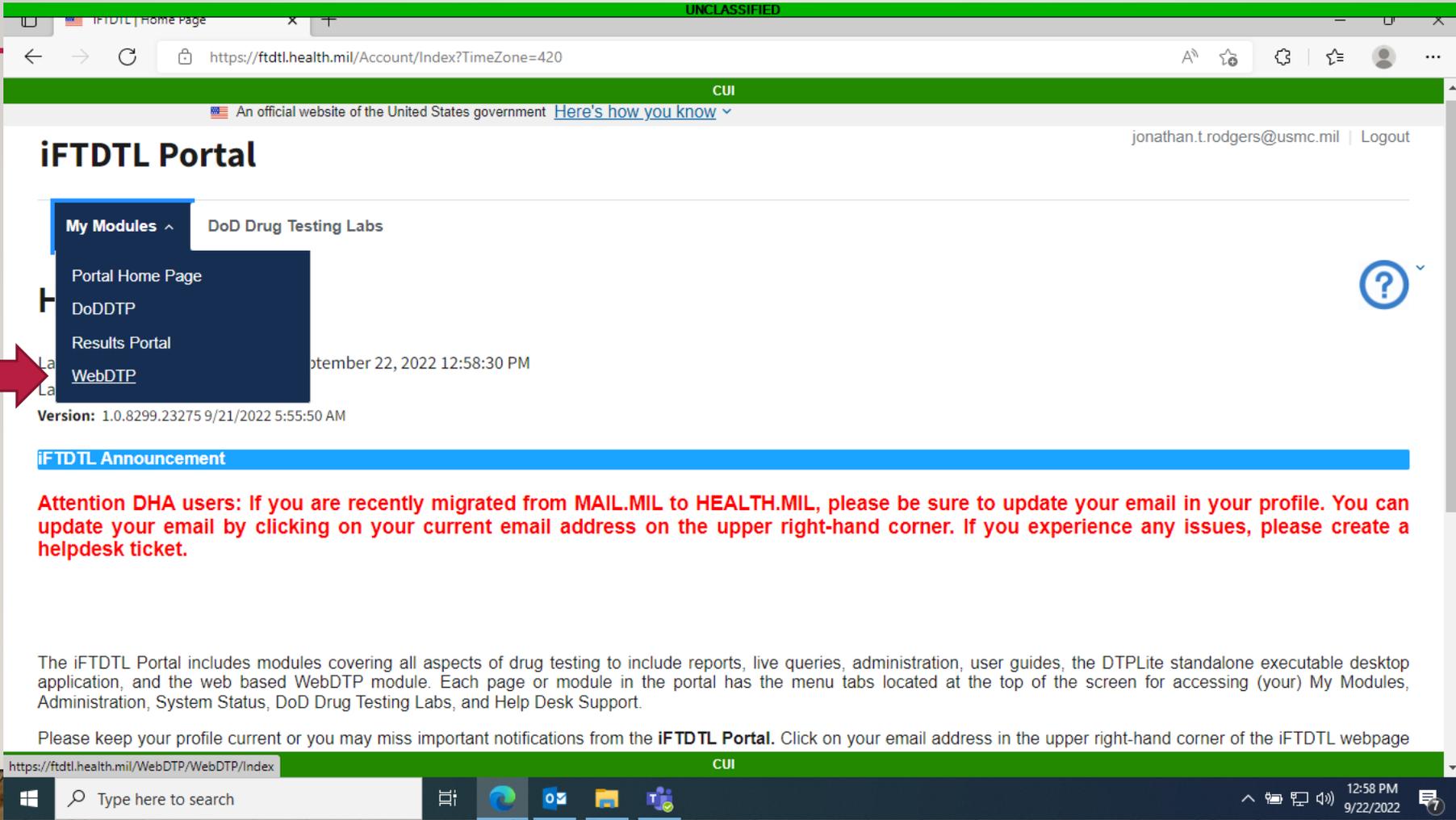
Go to My Modules



The screenshot shows a web browser window displaying the iFTDTL Portal. The browser's address bar shows the URL <https://ftdtl.health.mil/Account/Index?TimeZone=420>. The page has a green header with 'UNCLASSIFIED' and 'CUI' labels. Below the header, there is a navigation bar with 'My Modules' and 'DoD Drug Testing Labs'. A red arrow points to the 'My Modules' dropdown menu. The main content area is titled 'Home Page' and includes login information: 'Last Successful Login: Thursday, September 22, 2022 12:58:30 PM', 'Last Failed Login: No Data Found', and 'Version: 1.0.8299.23275 9/21/2022 5:55:50 AM'. A blue banner contains an 'iFTDTL Announcement' in red text: 'Attention DHA users: If you are recently migrated from MAIL.MIL to HEALTH.MIL, please be sure to update your email in your profile. You can update your email by clicking on your current email address on the upper right-hand corner. If you experience any issues, please create a helpdesk ticket.' The footer contains a paragraph about the portal's modules and a note to keep the profile current. The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray with the date '9/22/2022' and time '12:58 PM'.



Click on the WebDTP option at the bottom



The screenshot shows a web browser window displaying the iFTDTL Portal. The browser's address bar shows the URL <https://ftdtl.health.mil/Account/Index?TimeZone=420>. The page header includes the text "UNCLASSIFIED" and "CUI". Below the header, there is a navigation bar with the text "An official website of the United States government" and a link "Here's how you know". The user's email address "jonathan.t.rodgers@usmc.mil" and a "Logout" link are visible in the top right corner.

The main content area features a "My Modules" dropdown menu under the heading "DoD Drug Testing Labs". The menu items are: "Portal Home Page", "DoDDTP", "Results Portal", and "WebDTP". A red arrow points to the "WebDTP" option. Below the menu, there is a timestamp "September 22, 2022 12:58:30 PM" and a version number "Version: 1.0.8299.23275 9/21/2022 5:55:50 AM".

A blue banner titled "iFTDTL Announcement" contains the following text: "Attention DHA users: If you are recently migrated from MAIL.MIL to HEALTH.MIL, please be sure to update your email in your profile. You can update your email by clicking on your current email address on the upper right-hand corner. If you experience any issues, please create a helpdesk ticket."

Below the announcement, there is a paragraph: "The iFTDTL Portal includes modules covering all aspects of drug testing to include reports, live queries, administration, user guides, the DTPLite standalone executable desktop application, and the web based WebDTP module. Each page or module in the portal has the menu tabs located at the top of the screen for accessing (your) My Modules, Administration, System Status, DoD Drug Testing Labs, and Help Desk Support."

At the bottom of the page, there is a note: "Please keep your profile current or you may miss important notifications from the iFTDTL Portal. Click on your email address in the upper right-hand corner of the iFTDTL webpage".

The browser's taskbar at the bottom shows the Windows logo, a search bar with the text "Type here to search", and several application icons. The system tray in the bottom right corner shows the time "12:58 PM" and the date "9/22/2022".



Select your unit. Your unit should be the only one in the container.

UNCLASSIFIED

https://ftdtl.health.mil/WebDTP/WebDTP/Index

CUI

An official website of the United States government [Here's how you know](#) jonathan.t.rodgers@usmc.mil | Logout

iFTDTL Portal

My Modules ▾ DoD Drug Testing Labs

DOD Web DTP - Select Container ?

ATTENTION DTP DESKTOP/NDSP/DTP Lite Users: ^

Collection sites must retain the DD Form 2624, Custody Form Document and verify the specimen information matches the information in iFTDTL.

Starting 7/27/2022, Collection Date is Required when making a selection. It has to be equal or greater than current date. Collection Date remains optional in Blank Products tab

[Download DoD WebDTP User Guide](#)

Container:
Select Container
USMC01211 - USMC01211

CUI

Type here to search

12:58 PM 9/22/2022



Select open container

UNCLASSIFIED

https://ftdtl.health.mil/WebDTP/WebDTP/Index

CUI

An official website of the United States government [Here's how you know](#)

jonathan.t.rodgers@usmc.mil | Logout

iFTDTL Portal

My Modules ▾ DoD Drug Testing Labs

DOD Web DTP - Select Container

ATTENTION DTP DESKTOP/NDSP/DTP Lite Users: ^

Collection sites must retain the DD Form 2624, Custody Form Document and verify the specimen information matches the information in iFTDTL.

Starting 7/27/2022, Collection Date is Required when making a selection. It has to be equal or greater than the current date. Collection Date remains optional in Blank Products tab

Container:

[Download DoD WebDTP User Guide](#)

CUI

Type here to search

12:58 PM 9/22/2022



Now you will import your roster.

UNCLASSIFIED

https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer#_

my Modules ▾ DOD Drug Testing Labs

WebDTP

Testing Entity: **DOD Web DTP - USMC01211 - USMC01211** [Switch Container](#)

[Testing Entity](#) [Members](#) [Blank Products](#) [Manage Selections](#) [Reporting](#) [Manage Container](#)

Units

[View Details](#) [Members](#) [Selection](#) [Import Roster](#) [Deactivate](#)

Records per page: 100

<input type="checkbox"/>	Name	UIC/PAS	Avail/Mbr	Carryover	Last Selection
<input type="checkbox"/>	VMFA-211	01211	216/223	0	08/30/2022

Showing 1 to 1 of 1 entries [Previous](#) [1](#) [Next](#)

Pools

[View Details](#) [Members](#) [Selection](#) [Deactivate](#) [Create](#)

Records per page: 100

<input type="checkbox"/>	Name	Avail/Mbr	Carryover	Last Selection
<input type="checkbox"/>	FY Untested Members	3/3	0	05/20/2022
<input type="checkbox"/>	OBSERVERS	18/19	0	05/20/2022
<input type="checkbox"/>	OO TESTING POOL	6/6	0	
<input type="checkbox"/>	USMC01211	216/223	0	05/20/2022

Showing 1 to 4 of 4 entries [Previous](#) [1](#) [Next](#)

[Back to Top](#)

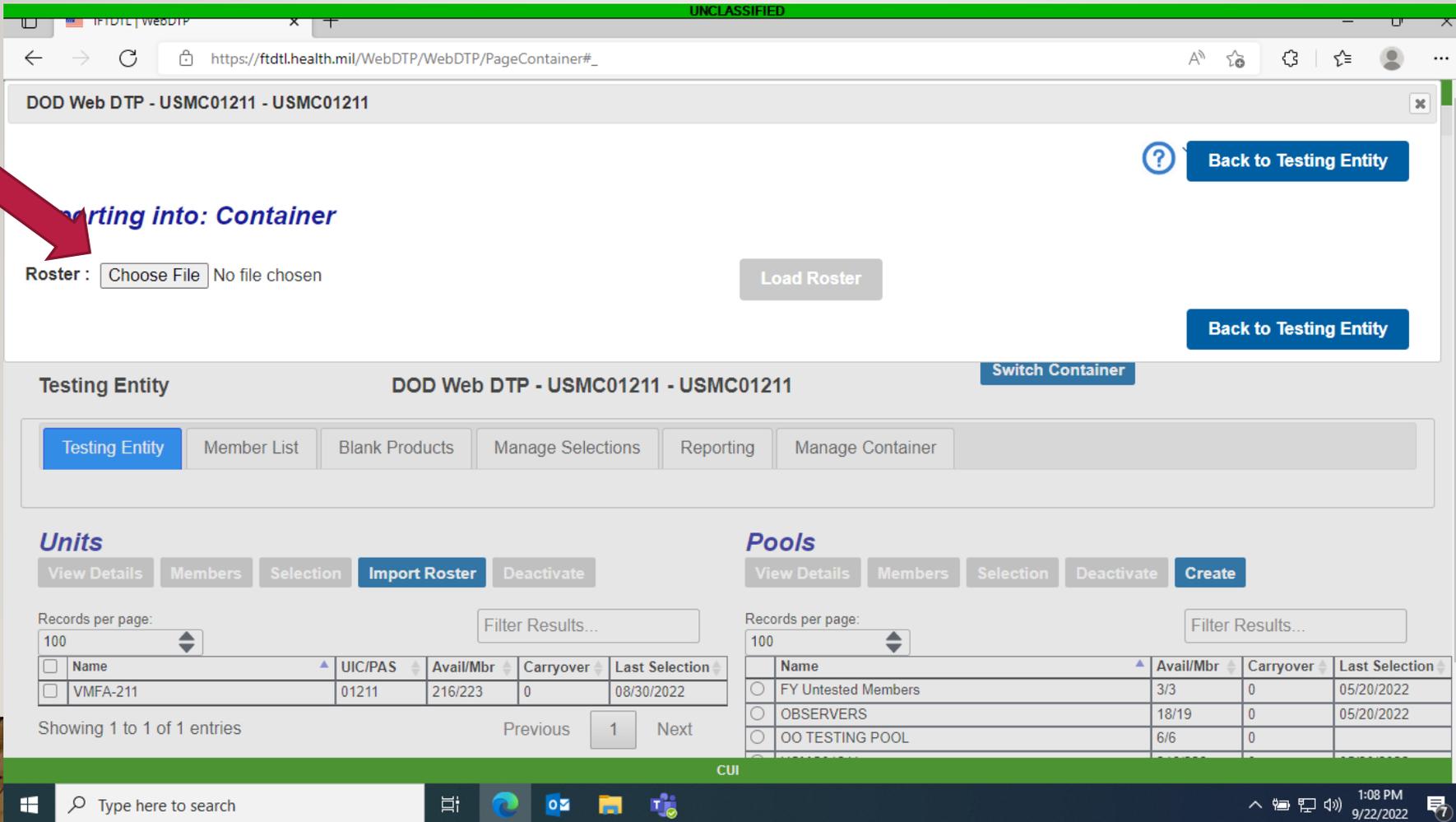
CUI

Type here to search

1:08 PM 9/22/2022



To upload your roster click the choose file button.



The screenshot shows the DOD Web DTP interface. At the top, there is a green bar with 'UNCLASSIFIED' and a browser address bar showing 'https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer#_'. Below this, the page title is 'DOD Web DTP - USMC01211 - USMC01211'. A red arrow points to the 'Roster' section, which contains a 'Choose File' button and a 'Load Roster' button. There are also 'Back to Testing Entity' buttons. Below the 'Roster' section, there is a 'Testing Entity' section with a 'Switch Container' button and a navigation bar with buttons for 'Testing Entity', 'Member List', 'Blank Products', 'Manage Selections', 'Reporting', and 'Manage Container'. The 'Units' section has buttons for 'View Details', 'Members', 'Selection', 'Import Roster', and 'Deactivate'. Below this is a table with columns for Name, UIC/PAS, Avail/Mbr, Carryover, and Last Selection. The 'Pools' section has buttons for 'View Details', 'Members', 'Selection', 'Deactivate', and 'Create'. Below this is another table with columns for Name, Avail/Mbr, Carryover, and Last Selection. The bottom of the page shows a Windows taskbar with the search bar and system tray.

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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer#_

DOD Web DTP - USMC01211 - USMC01211

Back to Testing Entity

Starting into: Container

Roster : Choose File No file chosen Load Roster

Back to Testing Entity

Switch Container

Testing Entity DOD Web DTP - USMC01211 - USMC01211

Testing Entity Member List Blank Products Manage Selections Reporting Manage Container

Units

View Details Members Selection Import Roster Deactivate

Records per page: 100 Filter Results...

<input type="checkbox"/>	Name	UIC/PAS	Avail/Mbr	Carryover	Last Selection
<input type="checkbox"/>	VMFA-211	01211	216/223	0	08/30/2022

Showing 1 to 1 of 1 entries Previous 1 Next

Pools

View Details Members Selection Deactivate Create

Records per page: 100 Filter Results...

<input type="radio"/>	Name	Avail/Mbr	Carryover	Last Selection
<input type="radio"/>	FY Untested Members	3/3	0	05/20/2022
<input type="radio"/>	OBSERVERS	18/19	0	05/20/2022
<input type="radio"/>	OO TESTING POOL	6/6	0	

CUI

Type here to search

1:08 PM 9/22/2022



Be sure to choose the file you downloaded and edited on your desktop

The screenshot shows a web application interface with a file explorer overlay. A red arrow points from the text above to the selected file 'unitRoster 09-22-2022 1601 ET' in the file explorer. The web application shows 'Units' and 'Pools' sections with various buttons and tables.

Units

View Details Members Selection **Import Roster** Deactivate

Records per page: 100 Filter Results...

<input type="checkbox"/>	Name	UIC/PAS	Avail/Mbr	Carryover	Last Selection
<input type="checkbox"/>	VMFA-211	01211	216/223	0	08/30/2022

Showing 1 to 1 of 1 entries Previous 1 Next

Pools

View Details Members Selection Deactivate **Create**

Records per page: 100 Filter Results...

<input type="radio"/>	Name	Avail/Mbr	Carryover	Last Selection
<input type="radio"/>	FY Untested Members	3/3	0	05/20/2022
<input type="radio"/>	OBSERVERS	18/19	0	05/20/2022
<input type="radio"/>	OO TESTING POOL	6/6	0	

UNCLASSIFIED

Windows taskbar: Type here to search, 1:08 PM 9/22/2022



Once the roster is chosen click load roster.

The screenshot shows the 'DOD Web DTP - USMC01211 - USMC01211' interface. A red arrow points to the 'Load Roster' button. The interface includes a 'Testing Entity' section with a navigation menu and two data tables: 'Units' and 'Pools'.

Testing Entity DOD Web DTP - USMC01211 - USMC01211

Testing Entity | Member List | Blank Products | Manage Selections | Reporting | Manage Container

Units

View Details | Members | Selection | **Import Roster** | Deactivate

Records per page: 100 Filter Results...

<input type="checkbox"/>	Name	UIC/PAS	Avail/Mbr	Carryover	Last Selection
<input type="checkbox"/>	VMFA-211	01211	216/223	0	08/30/2022

Showing 1 to 1 of 1 entries Previous 1 Next

Pools

View Details | Members | Selection | Deactivate | **Create**

Records per page: 100 Filter Results...

<input type="radio"/>	Name	Avail/Mbr	Carryover	Last Selection
<input type="radio"/>	FY Untested Members	3/3	0	05/20/2022
<input type="radio"/>	OBSERVERS	18/19	0	05/20/2022
<input type="radio"/>	OO TESTING POOL	6/6	0	



Be sure to have ignore header row check so it doesn't import the first row

UNCLASSIFIED

https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer#_

DOD Web DTP - USMC01211 - USMC01211

[Back to Testing Entity](#)

Importing into: Container

Roster : unitRoster 0... 1601 ET.xlsx

Ignore Header Row Replace Roster With Import Append Import File to Roster

Records per page: 100

Showing 1 to 100 of 218 entries

Previous 1 2 3 Next

DoD ID	Member Name	Do not Import	Gender	Unit Name
EDIPI	NAME	GRADE	GENDER	RUC
1398053563	ADELMAN, ERIC C	E6	M	01211
1254327111	AGUILERA JR, DAVID N	E7	M	01211
1543284161	ALCONCEL, TYSON K	E4	M	01211
1046569268	ALLEN, ANDRE J	E5	M	01211
1547629236	ALLEN, SIERRA L	E3	F	01211
1547819264	ALMEIDA, CARLOS E	E3	M	01211
1534779433	ANDERSON, WILLIAM J	E5	M	01211
1543118709	ANDRASI, BENICE M	E4	M	01211
1284453073	ARNOLD, SARAH M	E7	F	01211

Type here to search

1:08 PM 9/22/2022



Now select the correct row title for the information contained within that row.

UNCLASSIFIED

https://ftdl.health.mil/WebDTP/WebDTP/PageContainer#_

Importing into: Container

Roster : unitRoster 0... 1601 ET.xlsx

Ignore Header Row Replace Roster With Import Append Import File to Roster

Records per page: 100

Showing 1 to 100 of 218 entries Previous **1** 2 3 Next

DoD ID	Member Name	Rank	Gender	UIC
EDIPI	NAME	GRADE	GENDER	RUC
1398053563	ADELMAN, ERIC C	E6	M	01211
1254327111	AGUILERA JR, DAVID N	E7	M	01211
1543284161	ALCONCEL, TYSON K	E4	M	01211
1046569268	ALLEN, ANDRE J	E5	M	01211
1547629236	ALLEN, SIERRA L	E3	F	01211
1547819264	ALMEIDA, CARLOS E	E3	M	01211
1534779433	ANDERSON, WILLIAM J	E5	M	01211
1543118709	ANDRASI, BENCE M	E4	M	01211
1284453073	ARNOLD, SARAH M	E7	F	01211
1547885755	ARRAEZCAMBA, ALEXANDER	E4	M	01211
1545932829	AUCLAIR, WADE H	E4	M	01211
1543109181	BAIERL, BRETT A	E3	M	01211
1550105973	BAKER, AUDREY M	E4	F	01211
1544524786	BARDALES, ANDREW D	E5	M	01211

Type here to search 1:09 PM 9/22/2022



Once everything is selected either select replace roster if this is your first roster or click append roster to add the members that are not already on your roster

Import Roster

- Users can import a roster in Excel or comma-separated-value (CSV) format.
- Upload Roster button is disabled until a single unit has been selected.
- If your roster will not upload, check the "Necessary fields" list.
- Replacing a roster means the entire roster is replaced.
- Appending a roster adds to the existing roster.

Importing into: Container

Roster : unitRoster 0... 1601 ET.xlsx

Ignore Header Row Replace Roster With Import Append Import File to Roster

Records per page: 100

Showing 1 to 100 of 218 entries

DoD ID	Member Name	Rank	Gender	UIC
EDIPI	NAME	GRADE	GENDER	RUC
1398053563	ADELMAN, ERIC C	E6	M	01211
1254327111	AGUILERA JR, DAVID N	E7	M	01211
1543284161	ALCONCEL, TYSON K	E4	M	01211
1046569268	ALLEN, ANDRE J	E5	M	01211
1547629236	ALLEN, SIERRA L	E3	F	01211
1547819264	ALMFIDA, CARLOS F	E3	M	01211



Now that your roster is uploaded your screen should now look like this

The screenshot displays the WebDTP application interface. At the top, there is a navigation bar with 'My Modules' and 'DOD Drug Testing Labs'. The main header reads 'WebDTP' with a help icon. Below this, the 'Testing Entity' is identified as 'DOD Web DTP - USMC01211 - USMC01211', with a 'Switch Container' button. A menu bar includes 'Testing Entity', 'Member List', 'Blank Products', 'Manage Selections', 'Reporting', and 'Manage Container'. The 'Units' section features buttons for 'View Details', 'Members', 'Selection', 'Import Roster', and 'Deactivate'. It shows a table with one entry: VMFA-211, with columns for Name, UIC/PAS, Avail/Mbr, Carryover, and Last Selection. The 'Pools' section has buttons for 'View Details', 'Members', 'Selection', 'Deactivate', and 'Create'. It displays a table with four entries: FY Untested Members, OBSERVERS, OO TESTING POOL, and USMC01211, with columns for Name, Avail/Mbr, Carryover, and Last Selection. A 'Back to Top' button is located at the bottom right of the content area. The Windows taskbar at the bottom shows the search bar and system tray with the date 9/22/2022 and time 1:10 PM.

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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer#_

My Modules ▾ DOD Drug Testing Labs

WebDTP

Testing Entity: **DOD Web DTP - USMC01211 - USMC01211** [Switch Container](#)

[Testing Entity](#) [Member List](#) [Blank Products](#) [Manage Selections](#) [Reporting](#) [Manage Container](#)

Units

[View Details](#) [Members](#) [Selection](#) [Import Roster](#) [Deactivate](#)

Records per page: 100

<input type="checkbox"/>	Name	UIC/PAS	Avail/Mbr	Carryover	Last Selection
<input checked="" type="checkbox"/>	VMFA-211	01211	216/223	0	08/30/2022

Showing 1 to 1 of 1 entries [Previous](#) [1](#) [Next](#)

Pools

[View Details](#) [Members](#) [Selection](#) [Deactivate](#) [Create](#)

Records per page: 100

<input type="radio"/>	Name	Avail/Mbr	Carryover	Last Selection
<input type="radio"/>	FY Untested Members	3/3	0	05/20/2022
<input type="radio"/>	OBSERVERS	18/19	0	05/20/2022
<input type="radio"/>	OO TESTING POOL	6/6	0	
<input type="radio"/>	USMC01211	216/223	0	05/20/2022

Showing 1 to 4 of 4 entries [Previous](#) [1](#) [Next](#)

[Back to Top](#)

Windows taskbar: Type here to search | 1:10 PM 9/22/2022



To generate a random test (IR), you need to select your roster under units and click the selection button

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CUI

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iFTDTL Portal

My Modules ▾ DoD Drug Testing Labs

WebDTP

Testing Entity: **DOD Web DTP - USMC01211 - USMC01211** [Switch Container](#)

[Testing Entity](#) [Member List](#) [Blank Products](#) [Manage Selections](#) [Reporting](#) [Manage Container](#)

Units

[View Details](#) [Members](#) [Selection](#) [Import Roster](#) [Deactivate](#)

Records per page: 100 Filter Results...

<input type="checkbox"/>	Name	UIC/PAS	Avail/Mbr	Carryover	Last Selection
<input checked="" type="checkbox"/>	VMFA-211	01211	216/223	0	08/30/2022

Showing 1 to 1 of 1 entries Previous 1 Next

Pools

[View Details](#) [Members](#) [Selection](#) [Deactivate](#) [Create](#)

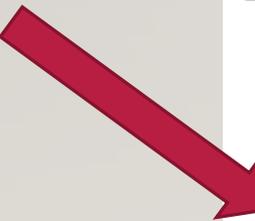
Records per page: 100 Filter Results...

<input type="radio"/>	Name	Avail/Mbr	Carryover	Last Selection
<input type="radio"/>	FY Untested Members	3/3	0	05/20/2022
<input type="radio"/>	OBSERVERS	18/19	0	05/20/2022
<input type="radio"/>	OO TESTING POOL	6/6	0	

CUI

Type here to search

1:11 PM 9/22/2022



That will bring you to this page where you can choose the “IR” premise code and how you would like to get your names. Once that’s done click on the generate selection list.

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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer#_

DOD Web DTP - USMC01211 - USMC01211

Back to Testing Entity

Set testing parameters for: 1: VMFA-211 (01211)

(*) indicates a required field.

Location UNITED STATES

*Premise Random Testing (IR)

*Collection Date 09/22/2022

Percentage (PCT)
 Number (CNT)
 Probability (PRB)

Selection Value 20 Value must be between 5 and 40

Generate Selection List

Back to Testing Entity

CUI

Type here to search

1:11 PM 9/22/2022



That will bring you to this page where you can delete anybody or go straight to downloading your products.

Classification not configured

iFTDTL | WebDTP

ftdtdl.health.mil/WebDTP/WebDTP/PageContainer#_

DOD Web DTP - USMC01211 - USMC01211

Selection List For: 09/23/2022 VMFA-211 (01211) Back to Testing Entity Download Product(s)

Collection date: 09/23/2022 Change Collection Date

Availability date: mm/dd/yyyy Carryover And Apply Available Date

Cancel Selected Members
Cancel Selected Unit/Pool
Cancel Entire Selection
Restore Cancel / Carryover Members

- Carryover/Cancellation Reason -

Records per page: 1,000 Filter Results...

<input type="checkbox"/>	Premise	Assigned Unit	DOD ID	Member Name	Reason	Carryover/Cancellation Reason
<input type="checkbox"/>	IR	VMFA-211	1172999510	PARRISH, LANCE J	Random	
<input type="checkbox"/>	IR	VMFA-211	1259260589	KIMMINS, BRIAN C	Random	
<input type="checkbox"/>	IR	VMFA-211	1264224817	MARTIN, AARON J	Random	
<input type="checkbox"/>	IR	VMFA-211	1267813961	NOVICK, JOSEPH B	Random	
<input type="checkbox"/>	IR	VMFA-211	1283310112	WALL, CHRISTOPHE D	Random	

10:22 AM 9/23/2022



To remove somebody selected that will not be able to provide a sample, do the following:
Select the box next to their name.
Then use the drop down and select the correct reason.

The screenshot shows the iFTDTL WebDTP interface. At the top, there's a browser window with the URL `ftdtl.health.mil/WebDTP/WebDTP/PageContainer#`. Below the browser, there are several buttons: "Change Collection Date", "Cancel Selected Members", "Cancel Selected Unit/Pool", "Cancel Entire Selection", and "Restore Cancel / Carryover Members". A red arrow points from the "Cancel Selected Members" button to a dropdown menu. The dropdown menu is open, showing a list of reasons: "- Carryover/Cancellation Reason -", "- Carryover/Cancellation Reason - Member on leave", "PCS", "TDY/TAD", "On Liberty", and "Other".

Records per page: 1,000

<input type="checkbox"/>	Premise	Assigned Unit	DOD ID	Member Name	Reason	Carryover/Cancellation Reason
<input type="checkbox"/>	IR	VMFA-211	1172999510	PARRISH, LANCE J	Random	
<input checked="" type="checkbox"/>	IR	VMFA-211	1259260589	KIMMINS, BRIAN C	Random	
<input type="checkbox"/>	IR	VMFA-211	1264224817	MARTIN, AARON J	Random	
<input type="checkbox"/>	IR	VMFA-211	1267813961	NOVICK, JOSEPH B	Random	
<input type="checkbox"/>	IR	VMFA-211	1283310112	WALL, CHRISTOPHE D	Random	
<input type="checkbox"/>	IR	VMFA-211	1291859891	BROCKMAN, TYLER N	Random	
<input type="checkbox"/>	IR	VMFA-211	1291954878	CREAMER, RYAN M	Random	
<input type="checkbox"/>	IR	VMFA-211	1297516929	KING, CONNER J	Random	
<input type="checkbox"/>	IR	VMFA-211	1368781874	GRANT, MARLIN A	Random	
<input type="checkbox"/>	IR	VMFA-211	1398053563	ADELMAN, ERIC C	Random	
<input type="checkbox"/>	IR	VMFA-211	1400891814	CRUZ, JR., FRANCISCO	Random	
<input type="checkbox"/>	IR	VMFA-211	1403680342	JR, TIMOTHY J, BENSON	Random	
<input type="checkbox"/>	IR	VMFA-211	1462632173	RAYMOND, CAMERON M	Random	
<input type="checkbox"/>	IR	VMFA-211	1467622699	JAQUA, ALEXANDER K	Random	



Once selected, click on the cancel button.

Classification not configured

iFDTL | WebDTP

ftdtl.health.mil/WebDTP/WebDTP/PageContainer#_

Collection date: 09/23/2022 [Change Collection Date](#)

Availability date: mm/dd/yyyy [Carryover And Apply Available Date](#)

[Cancel Selected Members](#)

[Cancel Selected Unit/Pool](#)

[Cancel Entire Selection](#)

[Restore Cancel / Carryover Members](#)

Other

Records per page: 1,000 [Filter Results...](#)

<input type="checkbox"/>	Premise	Assigned Unit	DOD ID	Member Name	Reason	Carryover/Cancellation Reason
<input type="checkbox"/>	IR	VMFA-211	1172999510	PARRISH, LANCE J	Random	
<input checked="" type="checkbox"/>	IR	VMFA-211	1259260589	KIMMINS, BRIAN C	Random	
<input type="checkbox"/>	IR	VMFA-211	1264224817	MARTIN, AARON J	Random	
<input type="checkbox"/>	IR	VMFA-211	1267813961	NOVICK, JOSEPH B	Random	
<input type="checkbox"/>	IR	VMFA-211	1283310112	WALL, CHRISTOPHE D	Random	
<input type="checkbox"/>	IR	VMFA-211	1291859891	BROCKMAN, TYLER N	Random	
<input type="checkbox"/>	IR	VMFA-211	1291954878	CREAMER, RYAN M	Random	
<input type="checkbox"/>	IR	VMFA-211	1297516929	KING, CONNER J	Random	
<input type="checkbox"/>	IR	VMFA-211	1368781874	GRANT, MARLIN A	Random	
<input type="checkbox"/>	IR	VMFA-211	1398053563	ADELMAN, ERIC C	Random	
<input type="checkbox"/>	IR	VMFA-211	1400891814	CRUZ, JR., FRANCISCO	Random	
<input type="checkbox"/>	IR	VMFA-211	1403680342	JR, TIMOTHY J, BENSON	Random	
<input type="checkbox"/>	IR	VMFA-211	1462632173	RAYMOND, CAMERON M	Random	
<input type="checkbox"/>	IR	VMFA-211	1467622699	JAQUA, ALEXANDER K	Random	

Type here to search

10:22 AM 9/23/2022



Once you finalized your list you can hit the download products button and that will bring you to this page. Here you can select all the forms you wish to print and use. You can use the Working Copy for the breathalyzer (ASP). To download the products to your computer you must hit the download products on this page.

Classification not configured

iFTDTL | WebDTP

ftdtl.health.mil/WebDTP/WebDTP/PageContainer#_

Back to Testing Entity

Print Products

Products to Generate:

- Check All
- Notification Copy
- Working Copy
- Testing Register
- DD2624 Custody Document 2D Full
- DD2624 Custody Document 2D Front
- DD2624 Custody Document Back
- Bottle Labels 2D
- Mail Merge Excel File
- Selection Order

Separate Products

Group by Gender

Label Options:

Print Start Position: 1

- No page break between entities
- Page break between entities
- Page between entities and fill with extra labels

Download Product(s)

When printing bottle labels, select



To conduct an (OO) premise code, test that will be under the pools side of the container. Option 1, you can either select the unit roster and hand pick the people being tested. Or option 2 is you can create a pool to add them to so you can make sure you don't forget anybody or add last minute additions to your list. The next slides will show you if you choose option 2.



To create a pool click on the create button

The screenshot shows the WebDTP application interface. At the top, there is a green header with 'UNCLASSIFIED' and a browser tab for 'iFDTL | WebDTP'. The address bar shows 'https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer'. Below the header, the page title is 'WebDTP' with a help icon. The main content area is titled 'Testing Entity' and 'DOD Web DTP - USMC01211 - USMC01211', with a 'Switch Container' button. A navigation bar contains buttons for 'Testing Entity', 'Member List', 'Blank Products', 'Manage Selections', 'Reporting', and 'Manage Container'. The 'Units' section has buttons for 'View Details', 'Members', 'Selection', 'Import Roster', and 'Deactivate'. Below it is a table with one entry: VMFA-211. The 'Pools' section has buttons for 'View Details', 'Members', 'Selection', 'Deactivate', and 'Create'. A red arrow points to the 'Create' button. Below it is a table with four entries: FY Untested Members, OBSERVERS, OO TESTING POOL, and USMC01211. At the bottom, there is a 'Back to Top' button and a Windows taskbar with the time 2:07 PM on 9/22/2022.

Units

View Details Members Selection **Import Roster** Deactivate

Records per page: 100 Filter Results...

<input type="checkbox"/>	Name	UIC/PAS	Avail/Mbr	Carryover	Last Selection
<input type="checkbox"/>	VMFA-211	01211	216/223	0	08/30/2022

Showing 1 to 1 of 1 entries Previous 1 Next

Pools

View Details Members Selection Deactivate **Create**

Records per page: 100 Filter Results...

<input type="checkbox"/>	Name	Avail/Mbr	Carryover	Last Selection
<input type="checkbox"/>	FY Untested Members	3/3	0	05/20/2022
<input type="checkbox"/>	OBSERVERS	18/19	0	05/20/2022
<input type="checkbox"/>	OO TESTING POOL	6/6	0	
<input type="checkbox"/>	USMC01211	216/223	0	05/20/2022

Showing 1 to 4 of 4 entries Previous 1 Next

[Back to Top](#)



At this window you would fill in the information

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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer

[Back to Testing Entity](#)

Pool Maintenance

* indicates a required field.

Create Pool

*Pool Name

*Block 1 Line 1

Block 1 Line 2

Block 1 Line 3

UIC

[Save](#) [Reset](#)

[Back to Testing Entity](#)

CUI

Type here to search

2:07 PM 9/22/2022



The information should look something like this

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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer

[Back to Testing Entity](#)

Testing Entity * indicates a required field.

*Pool Name

*Block 1 Line 1

Block 1 Line 2

Block 1 Line 3

UIC

[Save](#) [Reset](#) [Back to Details](#) [Deactivate](#)

[Back to Testing Entity](#)

Showing 1 to 1 of 1 entries

Previous	1	Next	OO TESTING POOL	6/6	0	Back to Top
			USMC01211	216/223	0	

CUI

Type here to search

2:07 PM 9/22/2022



Once the pool is created the page would look like this when you open it

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https://ftdl.health.mil/WebDTP/WebDTP/PageContainer

Member list Pool Name: OO TESTING POOL

Records per page: 100

Filter Results...

<input type="checkbox"/> Unit Name	UIC/PAS	DoDID	Member Name	Rank	Branch	Gender	Available Date	Last Test Date	Discrepancy Retest Status	Carryover Status	Positive Retest Status
No data available in table											

No records available

Previous Next

Paste or type DOD ID:

Add Above Member(s) to This Pool

Back to Testing Entity

Back to Testing Entity

CUI

Type here to search

2:11 PM 9/22/2022



There are two ways to add members to your pools.

The first way is by EDIPI inside the pool itself.

The other way is by selecting the member and adding them.

While doing that you can also search function to help make it easier.

Once a member is selected and you search another, the last member will stay selected. The next couple of slides will be showing both ways. To create the (OO) test there has to be members in your pool.



To select members to add to your (OO) drug testing pool, select your unit roster and then click on members

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iFTDTL Portal

My Modules ▾ DoD Drug Testing Labs

WebDTP

Testing Entity: **DOD Web DTP - USMC01211 - USMC01211** [Switch Container](#)

Testing Entity | Member List | Blank Products | Manage Selections | Reporting | Manage Container

Units

[View Details](#) [Members](#) [Selection](#) [Import Roster](#) [Deactivate](#)

Records per page: 100 Filter Results...

<input type="checkbox"/>	Name	UIC/PAS	Avail/Mbr	Carryover	Last Selection
<input checked="" type="checkbox"/>	VMFA-211	01211	216/223	0	08/30/2022

Showing 1 to 1 of 1 entries Previous 1 Next

Pools

[View Details](#) [Members](#) [Selection](#) [Deactivate](#) [Create](#)

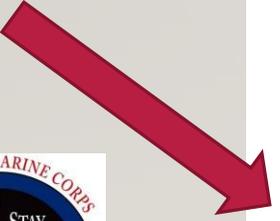
Records per page: 100 Filter Results...

<input type="radio"/>	Name	Avail/Mbr	Carryover	Last Selection
<input type="radio"/>	FY Untested Members	3/3	0	05/20/2022
<input type="radio"/>	OBSERVERS	18/19	0	05/20/2022
<input type="radio"/>	OO TESTING POOL	1/1	0	
<input type="radio"/>	USMC01211	216/223	0	05/20/2022

CUI

Type here to search

2:22 PM 9/22/2022



ONCE THE ROSTER OPENS, SELECT THE MEMBERS YOU WISH TO ADD TO YOUR (OO) POOL

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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer

DOD Web DTP - USMC01211 - USMC01211

Back to Testing Entity

Member list Unit Name: VMFA-211

Excel PDF View Details Selection Add Member

Records per page: 100 Filter Results... Select a Pool

<input type="checkbox"/>	Unit Name	UIC/PAS	DoDID	Member Name	Rank	Branch	Gender	Available Date	Last Test Date	Discrepancy Retest Status	Carryover Status	Positive Retest Status
<input type="checkbox"/>	VMFA-211	01211	1010649516	LENGYEL, DANIEL J	CAPT	USMC	M		08/30/2022			
<input checked="" type="checkbox"/>	VMFA-211	01211	1046569268	ALLEN, ANDRE J	SGT	USMC	M		08/31/2022			
<input type="checkbox"/>	VMFA-211	01211	1046819515	BROWN, PHILLIP G	SGT	USMC	M		07/11/2022			
<input type="checkbox"/>	VMFA-211	01211	1048222508	MAYBERRY, TANNER C	CAPT	USMC	M		07/11/2022			
<input type="checkbox"/>	VMFA-211	01211	1056198616	BEHNKEN, STEPHEN M	GYSGT	USMC	M		08/30/2022			
<input type="checkbox"/>	VMFA-211	01211	1069765447	SANCHEZ, ANDREW J	CAPT	USMC	M		07/11/2022			
<input checked="" type="checkbox"/>	VMFA-211	01211	1131110185	WATTS, MICHAEL D	MAJ	USMC	M		08/30/2022			
<input type="checkbox"/>	VMFA-211	01211	1141877573	SLAUGHTER, JACOB C	CAPT	USMC	M		07/11/2022			
<input type="checkbox"/>	VMFA-211	01211	1142856081	PEPPERS, JESSE M	LTCOL	USMC	M		04/13/2022			
<input checked="" type="checkbox"/>	VMFA-211	01211	1148078463	ZOTTI, KENDALL N	1STLT	USMC	F		05/31/2022			
<input type="checkbox"/>	VMFA-211	01211	1156967315	POU, CHRISTOPHE M	GYSGT	USMC	M		08/30/2022			
<input type="checkbox"/>	VMFA-211	01211	1172999510	PARRISH, LANCE J	MSGT	USMC	M		05/18/2022			

Add Pool Member(s)

Available Date: mm/dd/yyyy

Apply Available Date

Delete Selected Members



Click the select a pool drop down and highlight the pool you wish to add them to

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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer

DOD Web DTP - USMC01211 - USMC01211

Member list Unit Name: VMFA-211

Back to Testing Entity

Excel PDF View Details Selection Add Member

Records per page: 100

Filter Results...

<input type="checkbox"/>	Unit Name	UIC/PAS	DoDID	Member Name	Rank	Branch	Gender	Available Date	Last Test Date	Discrepancy Retest Status	Carryover Status	Positive Retest Status
<input type="checkbox"/>	VMFA-211	01211	1010649516	LENGYEL, DANIEL J	CAPT	USMC	M		08/30/2022			
<input checked="" type="checkbox"/>	VMFA-211	01211	1046569268	ALLEN, ANDRE J	SGT	USMC	M		08/31/2022			
<input type="checkbox"/>	VMFA-211	01211	1046819515	BROWN, PHILLIP G	SGT	USMC	M		07/11/2022			
<input type="checkbox"/>	VMFA-211	01211	1048222508	MAYBERRY, TANNER C	CAPT	USMC	M		07/11/2022			
<input type="checkbox"/>	VMFA-211	01211	1056198616	BEHNKEN, STEPHEN M	GYSGT	USMC	M		08/30/2022			
<input type="checkbox"/>	VMFA-211	01211	1069765447	SANCHEZ, ANDREW J	CAPT	USMC	M		07/11/2022			
<input checked="" type="checkbox"/>	VMFA-211	01211	1131110185	WATTS, MICHAEL D	MAJ	USMC	M		08/30/2022			
<input type="checkbox"/>	VMFA-211	01211	1141877573	SLAUGHTER, JACOB C	CAPT	USMC	M		07/11/2022			
<input type="checkbox"/>	VMFA-211	01211	1142856081	PEPPERS, JESSE M	LTCOL	USMC	M		04/13/2022			
<input checked="" type="checkbox"/>	VMFA-211	01211	1148078463	ZOTTI, KENDALL N	1STLT	USMC	F		05/31/2022			
<input type="checkbox"/>	VMFA-211	01211	1156967315	POU, CHRISTOPHE M	GYSGT	USMC	M		08/30/2022			
<input type="checkbox"/>	VMFA-211	01211	1172999510	PARRISH, LANCE J	MSGT	USMC	M		05/18/2022			

--- Select a Pool ---

--- Select a Pool ---

OBSERVERS

OO TESTING POOL

Available Date:

mm/dd/yyyy

Apply Available Date

Delete Selected Members

2:22 PM 9/22/2022



Now click add pool members button

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IFTDTL | WebDTP

https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer

DOD Web DTP - USMC01211 - USMC01211

Member list Unit Name: VMFA-211

Back to Testing Entity

Excel PDF View Details Selection Add Member

Records per page: 100

Filter Results...

<input type="checkbox"/>	Unit Name	UIC/PAS	DoDID	Member Name	Rank	Branch	Gender	Available Date	Last Test Date	Discrepancy Retest Status	Carryover Status	Positive Retest Status
<input type="checkbox"/>	VMFA-211	01211	1010649516	LENGYEL, DANIEL J	CAPT	USMC	M		08/30/2022			
<input checked="" type="checkbox"/>	VMFA-211	01211	1046569268	ALLEN, ANDRE J	SGT	USMC	M		08/31/2022			
<input type="checkbox"/>	VMFA-211	01211	1046819515	BROWN, PHILLIP G	SGT	USMC	M		07/11/2022			
<input type="checkbox"/>	VMFA-211	01211	1048222508	MAYBERRY, TANNER C	CAPT	USMC	M		07/11/2022			
<input type="checkbox"/>	VMFA-211	01211	1056198616	BEHNKEN, STEPHEN M	GYSG T	USMC	M		08/30/2022			
<input type="checkbox"/>	VMFA-211	01211	1069765447	SANCHEZ, ANDREW J	CAPT	USMC	M		07/11/2022			
<input checked="" type="checkbox"/>	VMFA-211	01211	1131110185	WATTS, MICHAEL D	MAJ	USMC	M		08/30/2022			
<input type="checkbox"/>	VMFA-211	01211	1141877573	SLAUGHTER, JACOB C	CAPT	USMC	M		07/11/2022			
<input type="checkbox"/>	VMFA-211	01211	1142856081	PEPPERS, JESSE M	LTCOL	USMC	M		04/13/2022			
<input checked="" type="checkbox"/>	VMFA-211	01211	1148078463	ZOTTI, KENDALL N	1STLT	USMC	F		05/31/2022			
<input type="checkbox"/>	VMFA-211	01211	1156967315	POU, CHRISTOPHE M	GYSG T	USMC	M		08/30/2022			
<input type="checkbox"/>	VMFA-211	01211	1172999510	PARRISH, LANCE J	MSGT	USMC	M		05/18/2022			

OO TESTING POOL

Add Pool Member(s)

Available Date: mm/dd/yyyy

Apply Available Date

Delete Selected Members

Type here to search

2:22 PM 9/22/2022



ONCE YOU SEE THIS MESSAGE YOU KNOW IT WORKED

The screenshot shows a web browser window with the URL `https://ftd...h.mil/WebDTP/WebDTP/PageContainer`. The page title is "DOD Web DTP - USMC01211 - USMC". A red arrow points from the top of the page to a green-bordered success message box. The message box contains a checkmark icon, the word "Success", and the text "The selected members were successfully added to the chosen pool." with a "Close" button. Below the message is a table with columns: Unit Name, UIC/PAS, DoDID, Member Name, and others. The table contains 15 rows of member data. Two rows are checked: the second row (ALLEN, ANDRE J) and the tenth row (ZOTTI, KENDALL N). To the right of the table are buttons for "Add Pool Member(s)", "Apply Available Date", and "Delete Selected Members".

Member list

Unit Name: VMFA-211

Records per page: 100

<input type="checkbox"/>	Unit Name	UIC/PAS	DoDID	Member Name	Grade	Branch	Gender	Available Date	Positive Retest Status
<input type="checkbox"/>	VMFA-211	01211	1010649516	LENGYEL, DAVID					
<input checked="" type="checkbox"/>	VMFA-211	01211	1046569268	ALLEN, ANDRE J	SGT	USMC	M	08/31/2022	
<input type="checkbox"/>	VMFA-211	01211	1046819515	BROWN, PHILLIP G	SGT	USMC	M	07/11/2022	
<input type="checkbox"/>	VMFA-211	01211	1048222508	MAYBERRY, TANNER C	CAPT	USMC	M	07/11/2022	
<input type="checkbox"/>	VMFA-211	01211	1056198616	BEHNKEN, STEPHEN M	GYSGT	USMC	M	08/30/2022	
<input type="checkbox"/>	VMFA-211	01211	1069765447	SANCHEZ, ANDREW J	CAPT	USMC	M	07/11/2022	
<input checked="" type="checkbox"/>	VMFA-211	01211	1131110185	WATTS, MICHAEL D	MAJ	USMC	M	08/30/2022	
<input type="checkbox"/>	VMFA-211	01211	1141877573	SLAUGHTER, JACOB C	CAPT	USMC	M	07/11/2022	
<input type="checkbox"/>	VMFA-211	01211	1142856081	PEPPERS, JESSE M	LTCOL	USMC	M	04/13/2022	
<input checked="" type="checkbox"/>	VMFA-211	01211	1148078463	ZOTTI, KENDALL N	1STLT	USMC	F	05/31/2022	
<input type="checkbox"/>	VMFA-211	01211	1156967315	POU, CHRISTOPHE M	GYSGT	USMC	M	08/30/2022	
<input type="checkbox"/>	VMFA-211	01211	1172999510	PARRISH, LANCE J	MSGT	USMC	M	05/18/2022	

When you check your pool, it should look like this.

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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer

DOD Web DTP - USMC01211 - USMC01211

[Back to Testing Entity](#)

Member list

Pool Name: OO TESTING POOL

[Excel](#) [PDF](#) [View Details](#) [Selection](#) [Add Member](#)

Records per page: 100

Filter Results...

[Remove Member\(s\)](#)

Available Date: mm/dd/yyyy

[Apply Available Date](#)

Paste or type DOD ID:

<input type="checkbox"/>	Unit Name	UIC/PAS	DoDID	Member Name	Rank	Branch	Gender	Available Date	Last Test Date	Discrepancy Retest Status	Carryover Status	Positive Retest Status
<input type="checkbox"/>	VMFA-211	01211	1046569268	ALLEN, ANDRE J	SGT	USMC	M		08/31/2022			
<input type="checkbox"/>	VMFA-211	01211	1131110185	WATTS, MICHAEL D	MAJ	USMC	M		08/30/2022			
<input type="checkbox"/>	VMFA-211	01211	1148078463	ZOTTI, KENDALL N	1STLT	USMC	F		05/31/2022			
<input type="checkbox"/>	VMFA-211	01211	1509051379	RODGERS, JONATHAN T	SSGT	USMC	M		08/30/2022			

Showing 1 to 4 of 4 entries

Previous 1 Next

Type here to search

2:23 PM 9/22/2022



To start the (OO) test process, open up your (OO) pool by clicking on members

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ifTDTL | WebDTP

https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer

CUI

An official website of the United States government [Here's how you know](#)

jonathan.t.rodgers@usmc.mil | Logout

iFTDTL Portal

My Modules ▾ DoD Drug Testing Labs

WebDTP

Testing Entity: DOD Web DTP - USMC01211 - USMC01211 Switch Container

Testing Entity | Member List | Blank Products | Manage Selections | Reporting | Switch Container

Units

View Details | Members | Selection | Import Roster | Deactivate

Records per page: 100 Filter Results...

<input type="checkbox"/>	Name	UIC/PAS	Avail/Mbr	Carryover	Last Selection
<input type="checkbox"/>	VMFA-211	01211	216/223	0	08/30/2022

Showing 1 to 1 of 1 entries Previous 1 Next

Pools

View Details | Members | Selection | Deactivate | Create

Records per page: 100 Filter Results...

<input type="checkbox"/>	Name	Avail/Mbr	Carryover	Last Selection
<input type="radio"/>	FY Untested Members	3/3	0	05/20/2022
<input type="radio"/>	OBSERVERS	18/19	0	05/20/2022
<input checked="" type="radio"/>	OO TESTING POOL	4/4	0	
<input type="radio"/>	USMC01211	216/223	0	05/20/2022

CUI

Type here to search

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Click on the check box by unit name and then click on the selection button

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https://ftdt.health.mil/WebDTP/WebDTP/PageContainer

DOD Web DTP - USMC01211 - USMC01211

Back to Testing Entity

Member list Pool Name: OO TESTING POOL

Excel PDF View Details Selection Add Member

Records per page: 100 Filter Results...

<input checked="" type="checkbox"/>	Unit Name	UIC/PAS	DoDID	Member Name	Rank	Branch	Gender	Available Date	Last Test Date	Discrepancy Retest Status	Carryover Status	Positive Retest Status
<input type="checkbox"/>	VMFA-211	01211	1046569268	ALLEN, ANDRE J	SGT	USMC	M		08/31/2022			
<input type="checkbox"/>	VMFA-211	01211	1131110185	WATTS, MICHAEL D	MAJ	USMC	M		08/30/2022			
<input type="checkbox"/>	VMFA-211	01211	1148078463	ZOTTI, KENDALL N	1STLT	USMC	F		05/31/2022			
<input type="checkbox"/>	VMFA-211	01211	1509051379	RODGERS, JONATHAN T	SSGT	USMC	M		08/30/2022			

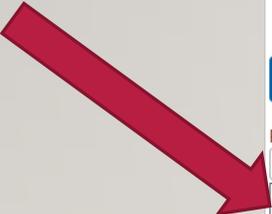
Showing 1 to 4 of 4 entries Previous 1 Next

Remove Member(s)

Available Date: mm/dd/yyyy

Apply Available Date

Paste or type DOD ID:



Click on the premise drop down and select other (OO)

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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer

DOD Web DTP - USMC01211 - USMC01211

Back to Testing Entity

***Location:**
UNITED STATES

***Premise:**
----Select Premise----
----Select Premise----
Inspection (IO)
Command Directed (CO)
Probable Cause (PO)
Rehabilitation (RO)
Medical Examination (MO)
Mishap Investigation (AO)
Consent (VO)
Other (OO)
Accession (NO)

DD-2624 Block 1

* Line 1: VMFA-211 MAG 13 PO BOX 99230

Line 2: MCAS YUMA, AZ, 85369-9230

Line 3:

* UIC: M 01211

Member List

	DOD ID	Rank	Name
<input type="checkbox"/>	1046569268	SGT	ALLEN ANDRE J
<input type="checkbox"/>	1131110185	MAJ	WATTS MICHAEL D
<input type="checkbox"/>	1148078463	1STLT	ZOTTI KENDALL N
<input type="checkbox"/>	1509051379	SSGT	RODGERS JONATHAN T

Remove Selected Members

Type here to search

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Add the date and click the generate selection listing.

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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer

DOD Web DTP - USMC01211 - USMC01211

[Back to Testing Entity](#)

***Location:**
UNITED STATES

***Premise:**
Other (OO)

***Collection Date:** 09/22/2022

DD-2624 Block 1

*** Line 1:** VMFA-211 MAG 13 PO BOX 99230

Line 2: MCAS YUMA, AZ, 85369-9230

Line 3:

*** UIC:** M 01211

[Generate Selection List](#) [Back to Member List](#)

Paste or type DOD ID:

	DOD ID	Rank	Name
<input type="checkbox"/>	1046569268	SGT	ALLEN ANDRE J
<input type="checkbox"/>	1131110185	MAJ	WATTS MICHAEL D
<input type="checkbox"/>	1148078463	1STLT	ZOTTI KENDALL N
<input type="checkbox"/>	1509051379	SSGT	RODGERS JONATHAN T

[Remove Selected Members](#)



From here click on download products to get all your required forms

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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer#_

Selection List For: 09/22/2022

Member

Back to Manage Selections

Download Product(s)

Reprint Bottle Label(s)

Collection date: 09/22/2022

Change Collection Date

Availability date: mm/dd/yyyy

Carryover And Apply Available Date

Cancel Selected Members

Cancel Selected Unit/Pool

Cancel Entire Selection

- Carryover/Cancellation Reason -

Records per page: 1,000

Filter Results...

<input type="checkbox"/>	Premise	Assigned Unit	DOD ID	Member Name	Reason	Carryover/Cancellation Reason
<input type="checkbox"/>	OO	VMFA-211	1546244101	VELASQUEZ, ABRAHAM	MANUAL	
<input type="checkbox"/>	OO	VMFA-211	1550742558	DEWEESE, JAMES M	MANUAL	
<input type="checkbox"/>	OO	VMFA-211	159024886	ALVARADO, RICARDO A	MANUAL	
<input type="checkbox"/>	OO	VMFA-211	1593847353	BARRON, EDUARDO J	MANUAL	
<input type="checkbox"/>	OO	VMFA-211	1600176443	CORTEZ, EMILIO G	MANUAL	
<input type="checkbox"/>	OO	VMFA-211	1606388060	BARAHONAVICENCIO, IRIS S	MANUAL	

Showing 1 to 6 of 6 entries

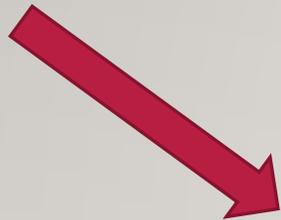
Previous 1 Next

Type here to search

2:33 PM 9/22/2022



Select what products you want and hit the download button



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https://ftdtl.health.mil/WebDTP/WebDTP/PageContainer#_

Back to Manage Selections

Print Products

Products to Generate:

- Check All
- Notification Copy
- Working Copy
- Testing Register
- DD2624 Custody Document 2D Full
- DD2624 Custody Document 2D Front
- DD2624 Custody Document Back
- Bottle Labels 2D
- Mail Merge Excel File
- Selection Order

Separate Products Group Pool Selections by Units

Group by Gender

Label Options:

Print Start Position: 1

- No page break between entities
- Page break between entities
- Page between entities and fill with extra labels

Download Product(s)

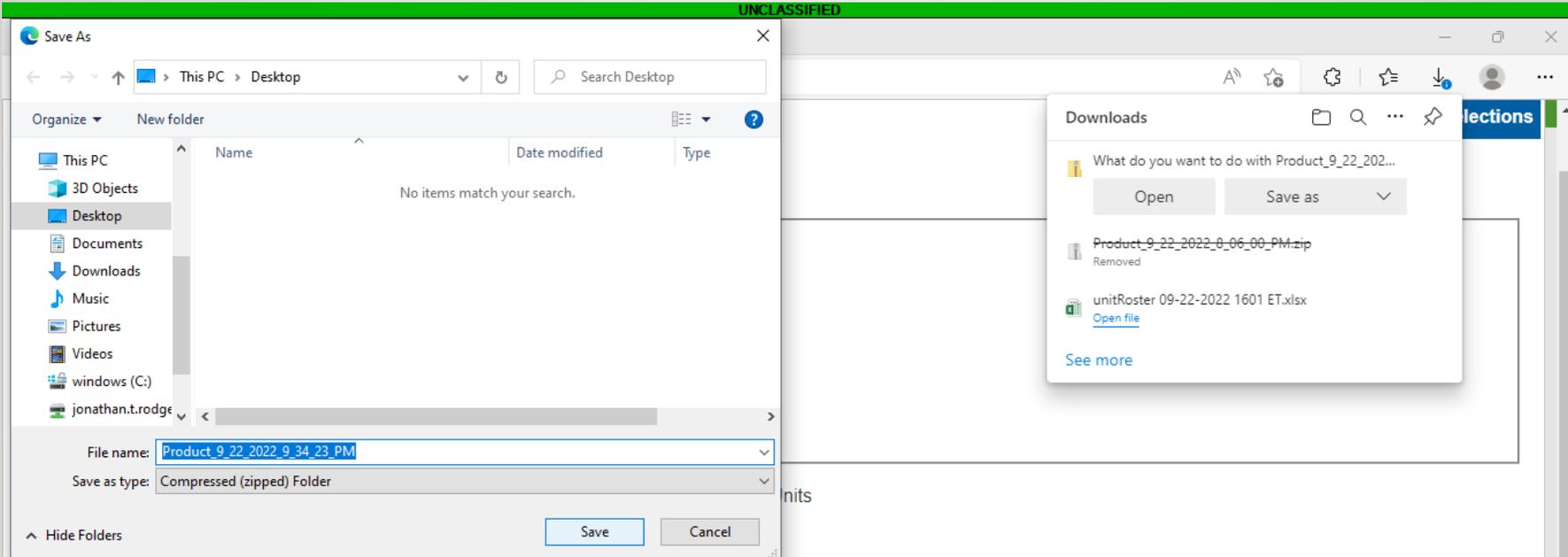
When printing bottle labels, select 'Actual size' in the page Sizing & Handling section

Type here to search

2:34 PM 9/22/2022



Click the save button and save them to where ever you normally save your forms



The screenshot shows a Windows 'Save As' dialog box open over a web application. The dialog box is titled 'Save As' and shows the current location as 'This PC > Desktop'. The file name is 'Product_9_22_2022_9_34_23_PM' and the save type is 'Compressed (zipped) Folder'. The 'Save' button is highlighted. In the background, a 'Downloads' context menu is visible, showing options to 'Open' or 'Save as' a file named 'Product_9_22_2022_0_06_00_PM.zip'. Below the dialog box, the 'Label Options' section is visible, with 'Print Start Position' set to 1 and radio buttons for 'No page break between entities', 'Page break between entities', and 'Page between entities and fill with extra labels'. A blue button labeled 'Download Product(s)' is also present.

Download Product(s) When printing bottle labels, select 'Actual size' in the page Sizing & Handling section

Print Start Position: 1

- No page break between entities
- Page break between entities
- Page between entities and fill with extra labels

Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray with the time 2:34 PM on 9/22/2022.



These will be all your required testing forms

The screenshot shows a Windows File Explorer window titled 'UNCLASSIFIED' with the address bar set to 'Product_9_22_2022_9_34_23_PM'. The window displays a list of four files:

Name	Type	Compressed size	Password ...	Size	Ratio	Date modified
Bottle Labels 2D	Adobe Acrobat Document	37 KB	No	44 KB	16%	9/22/2022 4:34 PM
DD2624 Custody Document 2D Full	Adobe Acrobat Document	93 KB	No	100 KB	7%	9/22/2022 4:34 PM
Notification Copy	Adobe Acrobat Document	50 KB	No	57 KB	13%	9/22/2022 4:34 PM
Testing Register	Adobe Acrobat Document	53 KB	No	65 KB	19%	9/22/2022 4:34 PM

The left sidebar shows 'Quick access' with links to Documents, Downloads, Pictures, Desktop, Music, QA, and Screenshots. Below this, it lists 'This PC' locations (3D Objects, Desktop, Documents, Downloads, Music, Pictures, Videos) and network locations (windows (C:), jonathan.t.rodgers, VMFA-211 (\NENT), and Network). The bottom of the window shows the Windows taskbar with the search bar, taskbar icons, and system tray showing the time as 2:34 PM on 9/22/2022.



If you have any questions please feel free to ask my
SSgt Rodgers, VMFA-211 SACO

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