Inspectors General Checklist

SUBSTANCE ABUSE PROGRAM 5300.17

This checklist applies to all levels of Air, Ground, Logistics, and Installations.

**Functional Area Sponsor:**
M&RA, Marine and Family Programs Division

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**Overall Comments:** Place Here

**Subsection 1 – UNIT LEVEL PROGRAM (applies to all commands)**

0101 Is there an Officer or Staff Non-Commissioned Officer (SNCO) appointed by the Commanding Officer (CO) in writing as a Substance Abuse Control Officer (SACO)?
Reference: MCO 5300.17A, para 4.b.(5) (g) (p. 7)

Result
Comments

0102 Has the Substance Abuse Control Officer(s) completed the required training within 45 days of appointment?
Reference: MCO 5300.17A, para 4.b.(5) (k) (p. 7)

Result
Comments

0103 Can the unit provide documentation showing that all Marines identified as being involved in a drug or alcohol incident are referred to the Substance Abuse Counseling Center (SACC) within 48 hours for a Substance Use Disorder assessment?
Reference: MCO 5300.17A, para 4.b.(5) (d) (p.7)

Result
Comments

0104 Can the unit provide documentation showing that all Service members identified for abuse or misuse of drugs are processed for separation?
Reference: DoDI 1010.01, enr 3, para 2e (p. 13); SECNAV 5300.28F, para 4d (p.3); enr (2), para 6 (p. 6); enr (4), para 7a-b (p.4)

This checklist outlines the general elements needed for the day-to-day administration and operations of this function area. Additionally, this checklist provides guidelines for internal evaluations and standardized criteria for the conduct of inspections. Commands must also fully comply with all applicable references.
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