



## Military and Naval Affairs

ANDREW M. CUOMO  
Governor  
Commander-in-Chief

ANTHONY P. GERMAN  
Major General  
The Adjutant General

MNAG-TAG

1 JUN 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Drug and Alcohol Abuse Policy

1. This policy is applicable to all members assigned to the State's Organized Militia, including the Army National Guard, Air National Guard, Naval Militia, New York Guard, and all State and Federal employees of the Division of Military and Naval Affairs (DMNA) and Joint Force Headquarters-NY (JFHQ-NY).
2. Alcoholism and other drug dependencies are illnesses characterized by varying degrees of loss of mental and physical control. All personnel must be well trained, physically fit and mentally alert. Alcoholism and/or drug related dependency or misconduct degrades both readiness and mission accomplishment and is potentially disastrous to the member or employee, his/her family, and the public's trust.
3. Our agency maintains a zero tolerance policy for substance-impaired personnel during the workday or military training. Each officer, non-commissioned officer, director and supervisor will ensure the following standards are clearly understood by their subordinates and enforced without exception:
  - a. Do not abuse alcohol.
  - b. Do not possess, distribute or use illegal drugs.
  - c. Do not abuse or illegally distribute controlled substances, prescribed drugs, or over the counter medications. If a medication was not prescribed by a physician for you – don't use it!
  - d. Do not condone such activities in your unit or office.
4. Soldiers, Airmen and our Federal and State employees have access to quality assistance and referral programs if needed. Appropriate agents ready to help are as follows:

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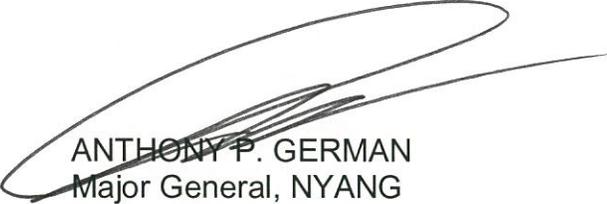
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a. Soldiers, Airmen and their Family members may seek substance abuse information and access to community based treatment programs by calling Military OneSource at 1-800-342-9647.

b. Commanders and Leaders may contact the Alcohol and Drug Control Officer, Kim Akins at 518-786-4907 or email [kim.d.akins.ctr@mail.mil](mailto:kim.d.akins.ctr@mail.mil).

c. Federal Technicians may seek alcohol and substance abuse referral assistance from the Federal Employee Assistance Program (EAP) Coordinator, John J. Willsey at 518-786-4807 or email [john.j.willsey.civ@mail.mil](mailto:john.j.willsey.civ@mail.mil).

d. State employees may seek alcohol and substance abuse referral assistance from the Governor's Work-Life Services EAP Coordinators across New York State as listed at [www.worklife.state.ny.us.eap](http://www.worklife.state.ny.us.eap) or by calling 1-800-822-0244. Employees and members of the New York Guard and Naval Militia may always contact MNHS for assistance at 518-786-4830.



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