



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
7700 ARLINGTON BOULEVARD
FALLS CHURCH VA 22042

BUMEDINST 5450.264
BUMED-N1
4 Feb 2026

BUMED INSTRUCTION 5450.264

From: Chief, Bureau of Medicine and Surgery

Subj: MISSION, FUNCTIONS, AND TASKS OF NAVY DRUG SCREENING
LABORATORY JACKSONVILLE, FLORIDA

Ref: (a) DoD Instruction 1010.16 of 15 June 2020
(b) OPNAVINST 6400.1D
(c) OPNAVINST 1000.16L
(d) BUMEDINST 5450.174B
(e) NAVMCPUBHLTHCENINST 5450.1S
(f) OPNAVINST 3120.32D

Encl: (1) Functions and Tasks of Navy Drug Screening Laboratory, Jacksonville, Florida

1. Purpose. To publish the mission, functions and tasks of Navy Drug Screening Laboratory, Jacksonville, Florida (FL) (NAVDRUGLAB JACKSONVILLE FL) under the mission established by references (a) through (f) and enclosure (1).

2. Cancellation. NAVMCPUBHLTHCENINST 5450.7.

3. Scope and Applicability. This instruction is applicable to NAVDRUGLAB JACKSONVILLE FL.

4. Mission. To ensure warfighter readiness by deterring illegal drug use through providing accurate and timely forensic (legally-defensible) chemical analysis of urine specimens for the presence of controlled substances and illegal drugs.

5. Command Hierarchy. NAVDRUGLAB JACKSONVILLE FL is a shore activity in an active operating status under a commanding officer.

a. Command

Commanding Officer
Navy Drug Screening Laboratory
PO BOX 113 NAS
Jacksonville, FL 32212-0113

(SNDL: FH33) (UIC: 68850)
(PLA: NAVDRUGLAB JACKSONVILLE FL)

b. Echelon

- (1) Echelon 1: Office of the Chief of Naval Operations
- (2) Echelon 2: Bureau of Medicine and Surgery
- (3) Echelon 3: Naval Medical Forces Atlantic
- (4) Echelon 4: Navy and Marine Corps Force Health Protection Command
- (5) Echelon 5: Navy Drug Screening Laboratory Jacksonville, FL

c. Immediate Superior in Command: None.

d. Area Coordination

- (1) Area Coordinator: Commanding Officer, Naval Air Station Jacksonville, FL
- (2) Regional Coordinator: Commander, Navy Region Southeast

e. Office of the Chief of Naval Operations (OPNAV) Resource Sponsor

(1) Director, Military Personnel Plans and Policy (OPNAV-N13) and Expeditionary Health Branch (OPNAV-N4L4)

(2) Activity-level aggregation of estimated manpower cost.

(a) Military Personnel Navy: \$720,000

(b) Civilian Personnel: \$7.77 million

(c) Contractors: \$750,000

6. Supporting Relationships

- a. Administrative Control: None.
- b. Operational Control: None.
- c. Additional Duty (To): None.
- d. Additional Duty (From): None.

e. Memorandum of Understanding: Memorandum of Understanding between NAVDRUGLAB JACKSONVILLE FL and Navy Entomology Center of Excellence to provide Career Development Board coordination for active duty officers and operational security training to Navy Entomology Center of Excellence staff.

7. Obligations to external entities. None.

8. Action. The Commanding Officer, NAVDRUGLAB JACKSONVILLE FL will ensure performance of the functions and tasks in enclosure (1) and forward recommended changes via the chain of command to Commander, Naval Medical Forces Atlantic, per reference (a).

9. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Assistant for Administration, Directives and Records Management Division portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the local records manager or the OPNAV Records Management Program (DNS-16).

10. Review and Effective Date. Per OPNAVINST 5215.17A, Manpower Plans and Business Policy (BUMED-N12) will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of War (DOW), Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 8 years, unless revised or cancelled in the interim, and will be reissued by the 8-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.



R. FREEDMAN
Acting

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via the Navy Medicine Web site, <https://www.med.navy.mil/Directives/>

FUNCTIONS AND TASKS OF
NAVY DRUG SCREENING LABORATORY, JACKSONVILLE, FLORIDA

1. Conducts Forensic Drug Testing. Ensure safety, health, and mission readiness of Sailors, Marines, and Soldiers through drug deterrence.

a. Receives DOW Service member urine specimens and performs screen and confirmation testing for DOW authorized panel of drugs of abuse as per reference (b).

b. Provides forensic drug testing results back to customer commands, for negative and positive specimens within 4 and 6 business days, respectively.

c. Performs retests of confirmed positive specimens in response to administrative retest requests.

d. Serves as the continuity of operations testing laboratory for specimens submitted from the 65 Military Entrance Processing Stations.

2. Customers Support. Provides legal documents and expert consultations to submitting units in support of the DOW and Chief of Naval Operation's Zero Drug Tolerance Policy.

a. Prepares and forwards certified copies of applicable technical test data and laboratory chain of custody documents to requesting units.

b. Provides expert witness testimony for courts-martial and administrative separation board cases to explain and defend the validity of testing results and forensic toxicology.

c. Provides telephonic consultation to commanding officers and their authorized representatives regarding test data from their command's specimen submission.

d. Provides facility tours and informational lectures to defense and trial attorneys, command drug program coordinators, commanding officers, and other official groups.

3. DOW Information Technology Support. Manages the Drug Demand Reduction Program (DDRP) Medical Community of Interest that controls vital network operations and ensures functionality of the Defense Health Agency medical network across all DOW drug testing laboratories.

a. Evaluates all new instruments and software to ensure capability and authorization under the DDRP Medical Community of Interest.

b. Provides information technology technical assistance and oversight to all DOW drug testing laboratories.

c. Oversees the procurement and life cycle replacement of all computer and information technology equipment for all DOW drug testing laboratories.

4. DDRP Testing Support. Serves as the DDRP testing technical lead and advisor on instruments evaluation and method development.

a. Evaluates all new testing instruments to ensure they meet the capability and reliability per DDRPs requirements and standards.

b. Customizes instrument software to meet required DDRPs requirements and standards.

c. Develop screening and confirmation methods for emergent drugs of abuse in support of all five DOW drug testing laboratories.

d. Conduct screening reagent technical evaluation in support of DOW contracts.