

VA DRUG-FREE WORKPLACE PROGRAM

- 1. REASON FOR ISSUE:** To revise Department of Veterans Affairs (VA) procedures regarding random drug testing for employees.
- 2. SUMMARY OF CONTENTS/MAJOR CHANGES:** This handbook contains mandatory procedures on VA's Drug-Free Workplace Program. As a result of Department of Health and Human Services guidance for selection of Testing Designated Positions, this revision adds employees required to possess a commercial drivers license and employees appointed under 38 U.S.C. 7306. The pages in this handbook replace the corresponding page numbers in VA Handbook 5383. These changes will be incorporated into the electronic version of VA Handbook 5383 that is maintained on the [Office of Human Resources Management Web site](#).
- 3. RESPONSIBLE OFFICE:** The Employee Relations and Performance Management Service (051), Office of the Deputy Assistant Secretary for Human Resources Management.
- 4. RELATED DIRECTIVE:** VA Directive 5383, VA Drug-Free Workplace Program.
- 5. RESCISSION:** VA Handbook 5383/3, VA Drug Free Workplace Program, page I-A-3, dated December 1, 2008.

CERTIFIED BY:

**BY DIRECTION OF THE SECRETARY
OF VETERANS AFFAIRS**

/s/
Roger W. Baker
Assistant Secretary for
Information and Technology

/s/
John U. Sepúlveda
Assistant Secretary for
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GS-858	Clinical/Biomedical Engineer
GS-1306	Health Physicist
GS-1320	Chemist
GS-1601	Biomedical Equipment Support Specialist
GS-1811	Criminal Investigators

Section 1c. Federal Wage System Occupations

Series	Title(s)
WG-4805	Medical Equipment Repairer
WG-5703	Motor Vehicle Operator [*]
WG-5823	Automotive Mechanic

Section 1d. Key Management Positions

a. All Senior Executive Service (SES) Employees

[b. VHA Employees appointed under 38 U.S.C. 7306

c.] The following positions are covered only if the incumbent is required to have a top secret or secret security clearance and/or has direct patient care responsibilities (e.g., Chiefs, Nursing Service are included because Registered Nurses are covered (see Section 1a of this Appendix)):

Non-SES Directors
Associate Directors and Assistant Directors of all VA field facilities
VHA Service Chiefs
VBA Division Chiefs
Regional Counsels
GS-15 positions in VA Central Office

Section 1e. Employees That Carry Firearms

Employees who carry firearms on a daily or regular basis are subject to drug testing. An employee is not subject to drug testing if he or she is authorized to carry a firearm, but does not carry one on a daily or regular basis.

[*This category includes drivers required to possess Commercial Driver Licenses.]

**PART I
APPENDIX A**

Section 2. Presidential Appointees

Presidential Appointees in VA are as follows (Note: in accordance with Executive Order 12564, these are drug testing designated positions):

Secretary

Deputy Secretary

Inspector General

General Counsel

Under Secretary for Health

Under Secretary for Benefits

Under Secretary for Memorial Affairs

Chairman, Board of Veterans' Appeals

Assistant Secretary for Management

Assistant Secretary for Policy and Planning

Assistant Secretary for Human Resources and Administration

Assistant Secretary for Public and Intergovernmental Affairs

Assistant Secretary for Congressional Affairs