# SERIES 2200 – DRUG ENFORCEMENT AND SUPPORT

## SERIES TITLE: COORDINATOR FOR DRUG ENFORCEMENT POLICY AND SUPPORT

**SERIES DESCRIPTION:** Records described in this series relate to the role of the coordinator as the principal staff assistant and advisor to the Secretary of War for drug control policy, requirements, priorities, systems, resources, and programs. Includes, but is not limited to, the following:

- Policies, analysis, advice, recommendations, and guidance on DoW drug control plans and programs.
- Development of systems and standards for the administration and management of these plans and programs.
- Promulgated plans, programs, actions, and taskings pertaining to the DoW drug control program.
- Review, evaluation, coordination, and monitoring of drug control plans and programs to ensure adherence to approved policies and standards.
- Promotion of coordination, cooperation, and mutual understanding within the Department of War, Congress, and between the Department of War and other Federal Agencies, State and local governments, and the civilian community.

The Coordinator also serves on boards, committees, and other groups pertaining to drug control matters; is the point of contact for the Office of the Director of National Drug Control Policy and other Federal and State agencies; participates in and overs and monitors planning, programming, and budgeting for the DoW counter-drug mission; coordinates and monitors DoW support of civilian counter-drug law enforcement; coordinates and monitors DoW support for the detection and monitoring of maritime and aerial transit of illegal drugs into the United States; coordinates and monitors National Guard support to State drug-law enforcement operations, and intelligence and communications support.

**SERIES APPLIES TO THE FOLLOWING ORGANIZATIONS:** File Numbers within the 2200 Series reflect the mission of the appointed Coordinator for Drug Enforcement Policy and Support (currently the Assistant Secretary of War for Special Operations and Low-Intensity Conflict (ASW(SO/LIC)) within OUSW(P)).

**RECORDS CATEGORY:** 2200
**CATEGORY TITLE:** Plans and Support
**CATEGORY DESCRIPTION:** Records pertaining to actions on loans, leases, and transfers of equipment from the Department of War to Federal, State, and local law-enforcement agencies; deployment of DoW personnel outside the Continental United States; support (logistical, personnel, training) to civilian (Federal, State and local) law-enforcement Agencies by the Department of War to include that mandated by Congress for counter-drug programs; and National Guard activities, including the State Governors' Counter-drug Support Plan program.

**FILE NUMBER:** 2200-01.1 – Consolidated into 103-01.1 or 103-01.2, as applicable.
**FILE NUMBER:** 2200-01.2 – Moved to 2200-01
**FILE NUMBER:** 2200-01.3 – Moved to 2200-05
**FILE NUMBER:** 2200-01.4 – Moved to 2200-04

**FILE NUMBER:** 2200-01
**FILE TITLE:** Executive Summaries of Counter-Drug Support Plans
**FILE DESCRIPTION:** Executive summary copies of National Guard plans submitted by the States and Territories for DoW approval of Federal funding.
**DISPOSITION:** Permanent. Cut off when superseded. Transfer to NARA 30 years after cutoff. **NOTE:** All other copies (other than Executive Summaries) can be destroyed upon supersession, or when no longer needed for reference purposes.
**AUTHORITY:** N1-330-92-010, item 1a
**PRIVACY ACT:** Not Applicable
**FORMER FILE NUMBER:** 2200-01.2

**FILE NUMBER:** 2200-02
**FILE TITLE:** Demand Reduction Files Inspection Reports
**FILE DESCRIPTION:** DoW and Service inspection reports of test-lab facilities pertaining to the Demand Reduction Directorate (DRD). DRD is responsible for developing DoW policy regarding counter-drug issues pertaining to drug-free workplaces, schools, rehabilitation treatment, public awareness/prevention, urinalysis testing programs, and oversight, to include inspections of laboratory facilities (military and civilian) used in the urinalysis testing program. Laboratory oversight files consist of inspection reports by the Science and Testing Programs Officer as well as periodic inspection/evaluation reports submitted by the Military Services. **NOTE**: Use 103-01.1 or 103-01.2, as applicable for policy documents accumulated in the performance of the DRD oversight mission.
**DISPOSITION:** Temporary. Cut off annually and destroy 15 years after cutoff.
**AUTHORITY:** N1-330-92-010, item 4b
**PRIVACY ACT:** Not Applicable
**FORMER FILE NUMBER:** 2200-02

**FILE NUMBER:** 2200-03 – Consolidated into 103-01.1 or 103-01.2, as applicable.

**FILE NUMBER:** 2200-04
**FILE TITLE:** Detail Program Files
**FILE DESCRIPTION:** These files pertain to oversight of the program that details active-duty military personnel to work with Federal drug law-enforcement Agencies (FBI, DEA, INS, U.S. Customs, etc.) in areas where their unique military skills (intelligence analysis, computer expertise, etc.) contribute significantly to those Agencies' counter-drug programs. Also included are actions detailing military personnel as liaison officers. These files consist of letters and memorandums coordinating Agency requests for augmentation with the Military Services and Personnel and Readiness, as well as evaluations and letters of approval.
**DISPOSITION:** Temporary. Cut off and destroy when superseded, obsolete, or when no longer needed to support the function that accumulated.
**AUTHORITY:** N1-330-92-010, item 3
**PRIVACY ACT:** Not Applicable
**FORMER FILE NUMBER:** 2200-01.4

**FILE NUMBER:** 2200-05
**FILE TITLE:** Regional Logistical Support Office (RLSO) Support Files
**FILE DESCRIPTION:** These files consist of documents accumulated by DoW in exercising its administrative

and logistical support role on behalf of the RLSOs. Included are documents on personnel matters pertaining to the individuals assigned to these offices (similar to but not to be confused with 202-07., Office Personnel Information Files), travel, transportation, budget, duplicate copies of memorandums of understanding and other agreements, and miscellaneous correspondence, reports, and other papers not described elsewhere in the 2200 series.

**DISPOSITION:** Temporary. Cut off and destroy when superseded, obsolete, or no longer needed to perform the function that accumulated.

**AUTHORITY:** N1-330-92-010, item 2

**PRIVACY ACT:** Not Applicable

**FORMER FILE NUMBER:** 2200-01.3