Army Regulation 600–20

Personnel—General

Army Command Policy

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UNCLASSIFIED

complaints. Charges of sexual misconduct are to be processed through legal/ law enforcement channels, not EO channels.

Chapter 8
Sexual Assault Prevention and Response Program

8–1. Purpose and goals of the program

a. Purpose. The Sexual Assault Prevention and Response Program reinforces the Army's commitment to eliminate incidents of sexual assault through a comprehensive policy that centers on awareness and prevention, training and education, victim advocacy, response, reporting, and accountability. Army policy promotes sensitive care and confidential reporting for victims of sexual assault and accountability for those who commit these crimes. For the purposes of this policy, confidentiality or confidential reporting is defined as allowing a Soldier to report a sexual assault to specified individuals. This reporting option gives the Soldier access to medical care, counseling, and victim advocacy, without initiating the investigative process. See appendix H for full discussion of confidentiality policy for victims of sexual assault.

b. Goals. The goals of the Sexual Assault Prevention and Response Program are to—

(1) Create a climate that minimizes sexual assault incidents, which impact Army personnel, Army civilians, and family members, and, if an incident should occur, ensure that victims and subjects are treated according to Army policy.

(2) Create a climate that encourages victims to report incidents of sexual assault without fear.

(3) Establish sexual assault prevention training and awareness programs to educate Soldiers.

(4) Ensure sensitive and comprehensive treatment to restore victims' health and well-being.

(5) Ensure leaders understand their roles and responsibilities regarding response to sexual assault victims, thoroughly investigate allegations of sexual assault, and take appropriate administrative and disciplinary action.

8–2. Sexual assault policy

a. Sexual assault is a criminal offense that has no place in the Army. It degrades mission readiness by devastating the Army's ability to work effectively as a team. Every Soldier who is aware of a sexual assault should immediately (within 24 hours) report incidents. Sexual assault is incompatible with Army values and is punishable under the Uniform Code of Military Justice (UCMJ) and other federal and local civilian laws.

b. The Army will use training, education, and awareness to minimize sexual assault; to promote the sensitive handling of victims of sexual assault; to offer victim assistance and counseling; to hold those who commit sexual assault offenses accountable; to provide confidential avenues for reporting, and to reinforce a commitment to Army values.

c. The Army will treat all victims of sexual assault with dignity, fairness, and respect.

d. The Army will treat every reported sexual assault incident seriously by following proper guidelines. The information and circumstances of the allegations will be disclosed on a need-to-know basis only.

e. This policy applies—

(1) Both on and off post and during duty and non-duty hours.

(2) To working, living, and recreational environments (including both on- and off-post housing).

8–3. Victim Advocacy Program

Victim's use of advocacy services is optional; however, commanders must ensure that victims have access to a well-coordinated, highly responsive sexual assault victim advocacy program that is available 24 hours per day/7 days per week both in the garrison and in a deployed environment.

a. There are three echelons of sexual assault victim advocates in the Army's program in garrison:

(1) The installation sexual assault response coordinator (SARC) is responsible for coordinating the local implementation of the program.

(2) Installation victim advocates (IVA) work directly with the installation SARC, victims of sexual assault, unit victim advocates, and other installation response agencies.

(3) Unit victim advocates (UVA) are Soldiers who are trained to provide limited victim advocacy as a collateral duty.

b. In a deployed environment, there are two echelons of victim advocates:

(1) Deployable sexual assault response coordinators (SARC) are Soldiers trained and responsible for coordinating the Sexual Assault Prevention and Response Program as a collateral duty in a specified area of a deployed theater. There is one deployable SARC at each brigade/unit of action and higher echelon.

(2) Unit victim advocates (UVA) are Soldiers trained to provide victim advocacy as a collateral duty. There are two UVAs for each battalion-sized unit.

8–4. Definitions

For the purpose of this policy—

a. Sexual assault. Sexual assault is a crime defined as intentional sexual contact, characterized by use of force, physical threat or abuse of authority or when the victim does not or cannot consent. Sexual assault includes rape, nonconsensual sodomy (oral or anal sex), indecent assault (unwanted, inappropriate sexual contact or fondling), or attempts to commit these acts. Sexual assault can occur without regard to gender or spousal relationship or age of victim. "Consent" will not be deemed or construed to mean the failure by the victim to offer physical resistance. Consent is not given when a person uses force, threat of force, or coercion or when the victim is asleep, incapacitated, or unconscious.

b. Other sex-related offenses. Other sex-related offenses are defined as all other sexual acts or acts in violation of the Uniform Code of Military Justice that do not meet the above definition of sexual assault, or the definition of sexual harassment as promulgated in DOD Directive 1350.2, Department of Defense Military Equal Opportunity. Examples of other sex-related offenses could include indecent acts with another and adultery. (For the specific articles of sexual assault offenses under the UCMJ, see the MCM.

c. Restricted reporting. Restricted reporting allows a Soldier who is a sexual assault victim, on a confidential basis, to disclose the details of his/her assault to specifically identified individuals and receive medical treatment and counseling, without triggering the official investigative process. Soldiers who are sexually assaulted and desire restricted reporting under this policy should report the assault to the sexual assault response coordinator (SARC), victim advocate, chaplain, or a healthcare provider.

d. Unrestricted reporting. Unrestricted reporting allows a Soldier who is sexually assaulted and desires medical treatment, counseling, and an official investigation of his/her allegation to use current reporting channels (for example, the chain of command or law enforcement), or he/she may report the incident to the SARC or the on-call victim advocate. Upon notification of a reported sexual assault, the SARC will immediately notify a victim advocate. Additionally, with the victim's consent, the healthcare provider will conduct a forensic examination, which may include the collection of evidence. Details regarding the incident will be limited to only those personnel who have a legitimate need to know. See appendix H for a detailed explanation of restricted and unrestricted reporting.

8–5. Responsibilities

a. The Deputy Chief of Staff, G–1. The G–1 will—

(1) Be responsible for Army-wide policies, doctrine, plans, and initiatives pertaining to the Sexual Assault Prevention and Response Program.

(2) Be responsible for the overall implementation, evaluation, and assessment of the Sexual Assault Prevention and Response Program.

(3) Provide oversight for the coordination of Sexual Assault Prevention and Response Program training requirements with the Commander, Training and Doctrine Command (TRADOC), for all Soldiers throughout the Army's Institutional Training Base.

(4) Ensure sexual assault awareness and prevention training is incorporated into relevant human relations training (for example, in-processing briefs, Army alcohol/drug abuse prevention education, Prevention of Sexual Harassment (POSH) training, or Consideration of Others sessions).

(5) Establish selection criteria, in coordination with the Assistant Chief of Staff for Installation Management (ACSIM), through the Community and Family Support Center (CFSC), for staffing of installation sexual assault response coordinators.

(6) Develop and provide oversight of the Sexual Assault Data Management System (SADMS).

(7) Provide sexual assault data reports in accordance with DODI that will be used in quarterly and annual reports to the House and Senate Armed Services Committees.

b. Director, Sexual Assault Prevention and Response Program. The Director will—

(1) Be responsible for the Army's Sexual Assault Prevention and Response Program management functions.

(2) Coordinate with Army staff offices and agencies in establishing policies that reduce sexual assault, streamline reporting, and establish cohesive procedures to support victims, investigative procedures, and all aspects of the Sexual Assault Prevention and Response Program.

(3) Coordinate Sexual Assault Prevention and Response Program training requirements with the Commander, Training and Doctrine Command (TRADOC), for all Soldiers throughout the Army's institutional training base.

(a) Coordinate training requirements with the Assistant Chief of Staff for Installation Management (ACSIM), through the Community and Family Support Center (CFSC), to develop programs of instruction and other support materials for sexual assault awareness and prevention training for sexual assault response coordinators (SARCs), victim advocates, deployable SARCs, and unit victim advocates (UVAs).

(b) Coordinate training requirements with the Commander, TRADOC, OTJAG, OTSG, and Chief of Chaplains for all Soldiers throughout the Army's institutional training base.

(4) Ensure periodic evaluations and assessments are conducted of the Sexual Assault Prevention and Response Program.

(5) Maintain SADMS.

(a) Determine data and statistics to be collected, maintained, and reported by installation SARCs.

(b) Collect, record, and maintain data on sexual assault cases.

(6) Monitor sexual assault data and trends.

c. Provost Marshal General. The Provost Marshal General will—

(1) Implement law enforcement and criminal investigation procedures for the immediate investigation of all reports of sexual assault.

(2) Establish procedures for installation provost marshal staff and Criminal Investigation Command special agents to support SARCs.

(3) Establish procedures for implementing the provisions of confidentiality as defined in appendix H.

(4) Ensure that law enforcement personnel receive sensitivity training in responding to victims of sexual assault, as well as training on victim assistance and resources, and related law enforcement investigative responses (see appendix I).

(5) Support the submission of sexual assault data into SADMS.

d. United States Army Criminal Investigation Command. The Commander, United States Army Criminal Investigation Command (USACIDC-hereafter referred to in this document as CID) will—

(1) Establish criminal investigation policies and procedures for investigating incidents of sexual assault that are within the CID investigative authority consistent with DOD policy and implemented in AR 195–1, Army Criminal Investigation Program, AR 195–2, Criminal Investigation Activities, AR 190–45, Law Enforcement Reporting, and AR 195–5, Evidence Procedures.

(2) Ensure that law enforcement personnel receive sensitivity training in responding to victims of sexual assault, as well as training on victim assistance and resources, and related law enforcement investigative responses (see appendix I).

(3) Establish procedures in CID regulations that support the role of the SARC and provide status reports to the SARC on investigative activity and other pertinent details to the extent that it will not jeopardize an ongoing investigation or the rights of a potential subject of an ongoing investigation.

(4) Ensure that the Office of the Staff Judge Advocate is notified when a sexual assault occurs within Army jurisdiction.

(5) Supervise activities at United States Army Criminal Investigation Laboratory (USACIL) to efficiently process evidence from sexual assault cases.

(6) Ensure that victims and witnesses are notified of their rights through a completed DD Form 2701 (Initial Information for Victims and Witnesses of Crime). Ensure that the victim and witness are informed of the status of the investigative activity, according to the procedures established by the SARC and to the extent that such actions will not jeopardize an ongoing investigation and the availability of services.

(7) Ensure that disposition reports by battalion commanders or first lieutenant colonel in the chain of command, DA Form 4833 (Commander's Report of Disciplinary or Administrative Action), are entered into the Army Criminal Investigation and Intelligence System and reported to the Director, U.S. Army Crime Records Center.

(8) Support the submission of sexual assault data into SADMS.

(9) Support Army-wide and DOD data calls as required.

(10) Provide a representative with appropriate experience and level of expertise to serve on the Sexual Assault Review Board (SARB) (see appendix F for a detailed description of the SARB).

(11) Establish procedures for implementing the provisions of confidentiality as defined in appendix H.

(12) Immediately notify the SARC or the on-call IVA, if after normal duty hours, of all incidents of sexual assault.

e. Office of the Surgeon General. The Surgeon General will—

(1) Implement regulatory guidance and protocols for the medical response and evidence collection kit for sexual assault incidents that include consideration of state and local jurisdictions. Coordinate with local CID office when implementing regulatory guidance and protocols for evidence collection kit.

(2) Provide guidance to MTF commanders on what medical treatment information may be provided to the SARC to assist in the monitoring of cases and the SARB process.

(3) Ensure the training of appropriate medical personnel in handling the medical, medical-legal, and psychological aspects of assisting sexual assault victims (see appendix I).

(4) Initiate or develop, where appropriate, memoranda of understanding/memoranda of agreement (MOUs/MOAs) with non-military medical treatment and medical support activities to ensure adequate response and treatment in the areas of counseling, care for victims, practical training for medical examiners, medical or health care professionals in

order to maintain optimal readiness and to ensure the same level of care is provided in CONUS, OCONUS, and remote environments.

(5) Monitor the effectiveness of MOUs/MOAs.

(6) Ensure that the availability of victim advocacy services is explained to victims presenting for care.

(7) Maintain the confidentiality of victims' medical information, in accordance with DOD 6025.18–R, DoD Health Information Privacy Regulation.

(8) Ensure that healthcare providers and personnel receive training on dealing with victims of sexual assault—to include options for confidential reporting (see appendix I).

(9) Convey to the command any possible adverse duty impact related to the individuals medical condition or prognosis in accordance with the policy on confidentiality, in accordance with the Health Insurance Portability and Accountability Act (HIPAA).

(10) Support the submission of sexual assault data into the Sexual Assault Data Management System (SADMS), in accordance with HIPAA.

(11) Be responsible for overall evaluation and assessment of victim support services provided by medical treatment facilities (MTFs).

(12) Provide a representative with appropriate experience and level of expertise to serve on the SARB.

f. Office of the Chaplain. The Chief of Chaplains will—

(1) Train unit ministry teams (UMT) in sensitivity to sexual assault victims, dynamics of sexual assault, and basic community information and referral (see appendix I).

(2) Provide pastoral and spiritual support to victims of sexual assault as requested by the victim.

(3) Explain the availability of victim advocacy services.

(4) Encourage the victim to seek medical attention regardless of whether the victim requires emergency or non-emergency care.

(5) Encourage the victim to seek appropriate assistance and counseling. With the consent of the victim, refer the victim to a qualified individual or an organization that specializes in assisting victims of sexual assault.

(6) Encourage the victim to inform the appropriate law enforcement agency of the incident. Appendix H contains specific information regarding confidentiality and privileged communications.

(7) Maintain confidentiality and privileged communication at the request of the victim.

(8) Report incidents of sexual assault to the SARC when the victim consents. If the assault occurs after normal duty hours, incidents will be reported to the on-call IVA with the victim's consent.

g. Office of the Staff Judge Advocate. The Staff Judge Advocate or those personnel under the supervisory authority of the installation staff judge advocate will—

(1) Ensure the training of legal personnel comply with the standards as prescribed in appendix I.

(2) Explain the availability of victim advocacy services to victims and notify the SARC.

(3) Notify law enforcement of an officially reported sexual assault if they have not been previously notified.

(4) Implement the local Victim Witness Liaison (VWL) Program and immediately refer the victim to the VWL for services as prescribed in AR 27–10.

(5) Minimize events that could bring the victim and the subject(s) into contact with each other (for example, avoid scheduling pre-trial appointments for the victim and subject(s) at the same or adjacent times, and avoid placing the subject(s) and victim in the same court waiting room).

(6) Ensure that victims are informed about the status of the case's legal actions and other pertinent details including courtroom procedures in accordance with Victim Witness Liaison procedures in chapter 18 of AR 27–10.

(7) Advise the victim that his or her testimony and/or participation may be requested in proceedings other than a court-martial or civil trial (for example, pre-trial appointments).

(8) Support the submission of sexual assault data into SADMS.

(9) Provide a representative with appropriate experience and level of expertise to serve on the SARB.

h. The Inspector General. The Inspector General will—

(1) Periodically inspect sexual assault prevention, response, and reporting procedures as directed by the directing authority.

(2) Identify noncompliance, analyze significant indicators of deficiencies, and identify responsibility for corrective action.

(3) Report all findings to the directing authority; hand off potential criminal violations to the appropriate agency.

i. Chief, National Guard Bureau (NGB), and Chief, U.S. Army Reserve (OCAR). The NGB and OCAR will—

(1) Develop, implement, and monitor Sexual Assault Prevention and Response Program policies and programs in their respective components. The programs may be modified to meet the information management and reporting requirements of respective components. Programs will include assessments to determine the progress made toward the goals of the Sexual Assault Prevention and Response Program.

(2) Establish policy and procedural guidelines that comply with the policy on confidentiality.

(3) Ensure policy and procedures are in place for all first responders to contact the SARC at the time the victim comes forward.

(4) Establish requisite staff positions within the organizations and make resources available to adequately implement Sexual Assault Prevention and Response Program requirements.

(5) In a deployed environment, ensure that deployable SARCs and UVAs are designated in writing and trained to provide assistance.

(6) Establish sexual assault prevention training in units and professional military education consistent with HQDA policy and command needs.

(7) Select Army Reserve and National Guard personnel to attend SARC and UVA training.

(8) Ensure Soldiers receive pre-mobilization, mobilization, and post deployment mobilization training related to the prevention and response to sexual assault.

(9) Support the submission of sexual assault data into SADMS.

j. Commanding General, U.S. Army Training and Doctrine Command (CG, TRADOC). The CG, TRADOC, will—

(1) Develop training for prevention of and response to sexual assault in close coordination with HQDA, Army G–1, OTJAG, ACSIM, and OTSG.

(2) Develop instruction and associated training materials on prevention of and response to sexual assault for use in the accession/initial-entry-training base, professional military education (PME) courses throughout the Army, proponent schools/functional courses, and units. The preferred method of training should be interactive, small-group oriented, and testable. Interesting, sequential human relations training will be imbedded in all levels of PME.

(3) Ensure that sexual assault prevention and response training programs promote awareness of policy, prevention, roles and responsibilities, service providers, identification of confidential sources, victim advocacy services, reporting, and follow-up.

(4) Develop instruction and associated training materials to ensure military police and CID agents receive initial first responder training during their basic courses and refresher training during subsequent professional development courses taught at the U.S. Army Military Police School.

(5) Develop instruction and associated training materials to ensure CID agents receive advanced sexual assault investigation and sensitivity training in their basic course and refresher training during subsequent professional development courses taught at the U.S. Army Military Police School.

(6) Provide assistance and instructional materials to schools not under the jurisdiction of TRADOC, such as the Army Medical Department Center and School and the Inspector General Course.

(7) Conduct required prevention of and response to sexual assault education and training in TRADOC service schools and training centers.

(8) Evaluate the effectiveness of sexual assault prevention and response training conducted in TRADOC service schools and training centers.

k. Commanders of major Army commands. MACOM commanders will—

(1) Ensure sexual assault prevention and response training is conducted annually in accordance with procedures as outlined in this policy.

(2) Develop policy guidance on prevention of sexual assault and treatment of victims.

(3) Monitor the execution of the Sexual Assault Prevention and Response Program in all commands, agencies, and activities (including Army Reserve and Army National Guard units when activated) under their jurisdiction.

(4) Designate a Sexual Assault Prevention and Response Program proponent to oversee the MACOM program, reporting, assessments, statistics, trend analyses, and so forth and to coordinate staff proponents.

(5) Provide personnel and other resources to implement the Sexual Assault Prevention and Response Program.

(6) Ensure two UVAs are appointed at Battalion level and equivalent units.

(7) Ensure deployable SARCs are appointed at brigade/unit of action and higher level units.

(8) Ensure deployable SARCs (brigade and higher) and UVAs have received required training prior to performing duties.

(9) Ensure deployable SARCs and battalion UVAs deploy with assigned units.

(10) Ensure sexual assault prevention and response training (for example, risk factors of sexual assault, use of the buddy system) is integrated into predeployment and post-deployment briefings.

(11) Monitor required sexual assault prevention and response training at units.

(12) Inspect and assess sexual assault prevention and response programs under their respective major command.

(13) Conduct periodic assessments of program effectiveness on mission units and identify improvements.

(14) Comply with AR 600–8–8, The Total Army Sponsorship Program, and appoint same-gender sponsors for first-term Soldiers.

l. Assistant Chief of Staff for Installation Management. The Assistant Chief of Staff for Installation Management (ACSIM), through the Installation Management Agency (IMA) and Community and Family Support Center (CFSC), will—

(1) Design, implement, and manage the SARC and victim advocacy program.

(2) Develop and implement training for SARCs and victim advocates (see appendix I).

(3) Establish and publish an integrated resource directory for the Sexual Assault Prevention and Response Program that systemically incorporates medical, legal, chaplaincy, and investigative resources, including civilian resources, as well as installation and community-specific information available to assist victims of sexual assault. The ACSIM will also provide materials (for example, handouts, posters) to identify resources to whom sexual assault may be reported (for example, medical facility, chain of command, chaplain, CID, military police, mental health services, victim advocate, and staff judge advocate).

(4) Ensure service members have access to a well-coordinated, highly responsive victim advocacy program.

(5) Identify resource requirements and prepare budget requests to train installation SARCs, deployable SARCs, installation victim advocates, and UVAs.

(6) Develop installation SARC, deployable SARC, installation victim advocate, and UVA training guides that contain protocols and procedures that include appropriate levels of assistance.

(7) Provide sexual assault prevention and response education training to company and higher-level commanders within 45 days of assuming their respective leadership roles.

(8) Provide commanders with information to manage Sexual Assault Prevention and Response Programs.

(9) Support the submission of sexual assault data from installation SARCs, deployable SARCs, victim advocates and UVAs in the SADMS.

(10) Develop same-gender sponsorship guidelines for first-term Soldiers and include in AR 600–8–8.

m. Installation commanders (senior mission commanders, regional readiness commander, or state joint forces headquarters level commanders). Installation commanders will—

(1) Ensure that a sexual assault response capability is available 24 hours per day/7 days per week.

(2) Provide UVAs and SARCs as needed for those Army units smaller than a battalion that are stationed on/near the installations, such as Army explosive ordinance detachments, Army counterintelligence (MI) units, Corps of Engineers elements, and so forth.

(3) Coordinate with the Family Advocacy Program manager to ensure that MOUs/MOAs are in place if civilian agencies or other military services are used as a victim services resource and that the SARC has authority and support to coordinate with appropriate agencies.

(4) Establish an active SARB consistent with appendix F of this regulation. The installation commander or his/her designated representative, at a minimum, will chair the SARB. Other committee members may be appointed depending on the nature of their responsibilities as they pertain to sexual assault prevention and response. Installation commanders are responsible for maintaining a written summary of the discussions and decisions of each meeting.

(5) Establish written procedures for reporting sexual assaults throughout the chain of command. These procedures must be written in a way so as not to be interpreted by subordinate commanders to mean that allegations must be disposed of in a particular manner that predetermined types or amounts of punishments are appropriate or that adverse action is required in all cases or in a particular case. Authority to dispose of cases that resulted from allegations of sexual assault is withheld to the Battalion commander level and above. A commander authorized to dispose of cases involving an allegation of sexual assault may do so only after receiving the advice of the servicing judge advocate. As with any case, any disposition decision involving an allegation of sexual assault is subject to review by higher level commanders as appropriate.

(6) Ensure service members have access to a well-coordinated, highly responsive victim advocacy program.

(7) Provide the safest possible physical and emotional environment on post for all Soldiers, family members, and other installation residents.

(8) Integrate sexual assault awareness into installation newcomer orientation briefings and provide contact information for all installation level response agencies.

(9) In coordination with Family Advocacy Program manager and the Public Affairs Office, conduct media campaigns to ensure Soldiers are aware of the Sexual Assault Prevention and Response Program and publicize on- and off-post/non-Army agencies that are available to assist victims.

(10) Publicize installation level information to provide leaders and Soldiers with contact information for all installation level response agencies, to include law enforcement, legal, medical, social services, and others.

(11) Ensure all installation agencies and units comply with the rules of confidentiality (that is, restricted and unrestricted reporting) for Soldiers as stated in appendix H. However, no criminal investigation will be initiated unless originated from another source or the victim elects to come forward via unrestricted reporting.

(12) In accordance with mission requirements, ensure Sexual Assault Prevention and Response Program initiatives do not impose artificial restrictions on a selected subgroup of personnel assigned (for example, curfews for women only).

(13) Provide temporary living accommodations for Soldier victims at the victim's request.

(14) Identify sexual assault incident trends and take appropriate measures (that is, increased security patrols, enhanced education and training, enhanced environmental and safety measures) to prevent further sexual assaults.

(15) Comply with AR 600–8–8 and appoint same-gender sponsors for first-term Soldiers.

(16) Provide sexual assault response services for sister service units that are stationed on/near the installation.

n. Installation provost marshals. The installation provost marshal will—

(1) Respond to all incidents of sexual assault reported to law enforcement.

(2) Ensure that law enforcement personnel responding to a sexual assault incident are trained in sensitivity to victims of sexual assault, victim assistance and resources, confidentiality, and related law enforcement investigative responses.

(3) Immediately report incidents of sexual assault to the SARC and escort victims from the crime scene when requested by the victim, their chain of command, or the CID.

(4) Ensure that victims and witnesses are notified of their rights through a completed DD Form 2701 (Victims and Witnesses of Crime). When the installation provost marshal retains investigative authority and responsibility of a sexual assault incident, the victim and witness will be informed on the status of the investigative activity to the extent that such actions will not jeopardize an ongoing investigation.

(5) Follow the procedures of AR 195–5 and AR 190–45 in documenting and reporting all reports of criminal activity.

(6) Support data collection responsibilities of the installation SARCs for sexual assaults to the extent that such actions will not jeopardize an ongoing investigation or the rights of a potential subject in an ongoing investigation.

(7) Seek to establish formal memoranda of understanding (MOU) with civilian law enforcement agencies to establish or improve the flow of information between their agencies. MOUs can be used to clarify jurisdictional issues for the investigation of incidents, to define the mechanism whereby local law enforcement reports involving active duty service members will be forwarded to the appropriate law enforcement office, and to foster cooperation and collaboration between the installation law enforcement agency and local civilian agencies.

(8) Ensure that disposition reports by commanders are entered into the Centralized Operations Police Suite (COPS) and forwarded to the Director, U.S. Army Crime Records Center.

(9) Provide a representative with appropriate experience and level of expertise to serve on the SARB.

(10) Support the submission of sexual assault data into SADMS.

o. Unit commanders. Unit commanders will—

(1) Take immediate steps to ensure the victim's physical safety, emotional security and medical treatment needs are met and that the SARC and appropriate law enforcement/criminal investigative service are notified. See appendix G for additional guidance for commanders responding to a reported sexual assault.

(2) Ensure that the victim or his/her representative consent in writing to the release of information to nonofficial parties about the incident and that the victim's status and privacy are protected by limiting information to "need to know" personnel.

(3) Ensure that victims of sexual assault receive sensitive care and support and are not re-victimized as a result of reporting the incident.

(4) Collaborate closely with the SARC, legal, medical, and chaplain offices and other service providers to provide timely, coordinated, and appropriate responses to sexual assault issues and concerns.

(5) Encourage the victim to get a medical examination no matter when the incident occurred.

(6) Report all incidents of sexual assault to CID in accordance with AR 195–1, Army Criminal Investigation Program, paragraph 6.

(7) Report sexual assaults to the SARC to ensure victims have access to appropriate assistance and care from the initial time of report to completion of all required treatment.

(8) Report all incidents of sexual assault to the office of the staff judge advocate within 24 hours.

(9) Notify the chaplain if the victim desires pastoral counseling or assistance.

(10) Appoint on orders two UVAs per battalion level and equivalent units. Commanders will select qualified officers (CW2/1LT or higher), NCOs (SSG or higher), or DA civilian (GS–9 or higher) for duty as UVAs (see para 8–6 for UVA selection criteria). The first colonel in the chain of command may approve appointing only one UVA for battalions whose small population may not warrant two UVAs. Commanders at all levels may appoint more than the prescribed number of UVAs if this is necessary for very large battalions or units whose geographical dispersion warrants the appointment of more UVAs. Appointment of DA civilian/GS employees to UVA positions may require management to consult with their unions pursuant to their collective bargaining agreement.

(11) Appoint on orders one deployable SARC at each brigade/unit of action level and higher echelon (for example, division, corps, and Army component command). Since installation SARCs are civilians/contractors and do not deploy, the deployable SARC will perform all SARC duties in theater. Commanders will select qualified officers (MAJ/CW3 or higher), NCOs (SFC or higher), or DA civilians (GS–11 or higher) for duty as deployable SARC (see para 8–6 for SARC selection criteria). Appointment of DA civilian/GS employees to SARC positions may require management to consult with their unions pursuant to their collective bargaining agreement.

(12) Ensure deployable SARCs (brigade and higher) and UVAs have received required training prior to performing duties.

(13) Ensure deployable SARCs and UVAs deploy with assigned units.

(14) Ensure unit level Sexual Assault Prevention and Response Program training is conducted annually and documented on unit training schedules.

(15) Publish contact information of SARCs, installation victim advocates, and UVAs, and provide take-away information such as telephone numbers for unit and installation points of contact, booklets, and information on available victim services.

(16) Advertise the Sexual Assault Prevention and Response Program through local means to ensure that Soldiers, Army civilians, family members, and leaders are aware of the program.

(17) Post written sexual assault policy statements and victim services resource chart on the unit bulletin boards. Statements must include an overview of the command's commitment to the Sexual Assault Prevention and Response Program; victim's rights; the definition of sexual assault; available resources to support victims; and specific statements that sexual assault is punishable under the UCMJ and other federal and local civilian laws and that sexual assault is incompatible with Army values.

(18) Ensure Soldiers receive predeployment and post deployment training related to the prevention and response to sexual assault.

(19) Include emphasis on sexual assault risks, prevention, and response at all holiday safety briefings.

(20) Ensure victims have been offered the services of the SJA's victim witness liaison, advise victims of their rights in accordance with AR 27–10, chapter 18 (Victim/Witness Assistance), and make them aware of and encourage them to exercise their options during each phase of the medical, investigative, and legal processes.

(21) When appropriate, consult with the victim on pretrial and charging decisions (as specified in AR 27–10, paragraph 18–15).

(22) As appropriate, refer the victim's family to available resources (that is, counseling, resources, information, and medical care).

(23) Follow written procedures established by installation commanders for reporting sexual assault through the chain of command.

(24) Determine, in a timely manner, how to best dispose of alleged victim collateral misconduct, to include making the decision to defer the disciplinary actions regarding such misconduct until after the final disposition of the sexual assault case. Commanders and supervisors should take into account the trauma to the victim and respond appropriately so as to encourage reporting of sexual assault and the continued cooperation of the victim.

(25) Determine if an administrative separation of the victim is in the best interests of either the Army or the victim, or both. Regardless of the reason for initiating the separation action, the victim is entitled to a full and fair consideration of her or his military service and particular situation. It is vital that all such separation actions and all determinations be consistent and appropriate, and be viewed as such. Separation actions are in accordance with AR 600–8–24, Officer Transfers and Discharges, for officers, AR 635–200, Active Duty Enlisted Administrative Separations, for enlisted, and appropriate Reserve Component regulations.

(26) Ensure all appropriate copies of DA Form 4833 (Commander's Report of Disciplinary Or Administrative Action) are provided to the installation provost marshal and U.S. Army Criminal Investigation Command (CID) within established timelines.

(27) Determine the best course of action for separating victims from the subject(s) during the investigation of sexual assault cases. Commanders should ensure that re-victimization does not occur. Commanders should consider the victim's preferences and all relevant facts and circumstances of the case to determine the appropriate course of action to avoid re-victimization. Commanders may consider transferring the victim to another unit, but they should also be aware of and consider the fact that there may be a perception that the victim's transfer from the unit is a result of reporting the incident. Commanders may consider using DD Form 2873 (Military Protective Order (MPO)), referred to as "no contact orders." MPOs are an effective tool for commanders to maintain the safety of the victims and witnesses. If the victim lives off-post, he or she may obtain a restraining order from the civilian courts.

(28) Ensure feedback on case status is provided to victims of a sexual assault. The battalion commander will update the victim 14 calendar days after the initial report. Thereafter, battalion commanders will ensure, at a minimum, a monthly update is provided to the victim (if report is unrestricted) on the current status of any ongoing investigative, medical, legal, or command proceedings regarding the assault. Monthly updates will continue until the final disposition of the reported assault (that is, the conclusion of any judicial, non-judicial, and administrative actions (including separation) taken in response to the offense, whichever is later in time). Additionally, the battalion commander will follow up with the victim within 45 days after disposition of the case to ensure the victim's needs have been addressed.

(29) Consider the option of convalescent leave in accordance with AR 600–8–10, Leaves and Passes, based on the recommendation of the victim's healthcare provider.

(30) Flag (suspend favorable personnel actions) any Soldier under charges, restraint, or investigation for sexual assault in accordance with AR 600–8–2, Suspension of Favorable Actions, and suspend the Soldier's security clearance in accordance with AR 380–67, The Department of the Army Personnel Security Program. Flags are not removed until disposition of offenses to include completion of punishment.

(31) Add a reminder to rating officials that their comprehensive evaluation includes documenting incidents of

misconduct, to include those being found guilty of sexual assault. This may include an appropriate annotation in the narrative and/or the values section of the Officer Evaluation Report/Noncommissioned Officer Evaluation Report.

(32) Ensure that Soldiers convicted of sexual assault in foreign, civilian, or military courts are processed for administrative separation. This provision does not apply to Soldiers who have a court-martial sentence that includes a dishonorable discharge, bad conduct discharge, or a dismissal.

(33) Continually assess the command climate through various methods (for example, focus groups, surveys, talking with Soldiers).

(34) Conduct periodic assessments of the Sexual Assault Prevention and Response Program for program improvement.

(35) Comply with AR 600–8–8, The Total Army Sponsorship Program, and appoint same-gender sponsors for first-term Soldiers.

p. Sexual assault response coordinators (SARCs). The installation SARC is a DA or contract civilian employee who works for the family advocacy program manager (FAPM) and reports directly to the installation commander for matters concerning incidents of sexual assault. SARCs will—

(1) Serve as the designated program manager of victim support services who coordinates and oversees local implementation and execution of the Sexual Assault Prevention and Response Program.

(2) Ensure overall local management of sexual assault awareness, prevention, training, and victim advocacy.

(3) Oversee installation victim advocates and unit victim advocates in the performance of their duties providing victim services.

(4) Ensure victims are properly advised of their options for restricted and unrestricted reporting. Ensure victim acknowledges in writing his/her preference for restricted or unrestricted reporting as stated in appendix H. If the victim chooses the restricted reporting option, the victim must acknowledge in writing that they understand restricted reporting may limit the ability of the Army to prosecute the assailant and an understanding of why Army policy favors unrestricted reporting.

(a) If the victim chooses the restricted reporting option, ensure the victim is taken to a healthcare provider in lieu of reporting the incident to law enforcement or command.

(b) If the victim chooses the unrestricted reporting option, SARC will immediately notify law enforcement and the healthcare provider.

(c) For the purposes of public safety and command responsibility, the SARC will report information concerning sexual assault incidents, without information that could reasonably lead to personal identification of the victim, to the installation commander within 24 hours of the incident.

(5) With the victim's consent, assign an IVA and/or UVA to assist the victim immediately upon notification of the incident.

(6) Ensure victims of sexual assault receive guidance and emotional support during administrative, medical, investigative, and legal procedures, and that victims understand the processes involved. Data will be collected, reported, and maintained on cases involving victims, subjects, and installation victim advocates and/or UVAs assigned to the case.

(7) Ensure all unrestricted reported incidents of sexual assault are reported to the first lieutenant colonel in the chain of command, CID, MPs, and the installation provost marshal within 24 hours of receipt.

(8) Ensure that non-identifying personal information/details related to a restricted report of a sexual assault is provided to the installation commander within 24 hours of occurrence. This information may include: rank, gender, age, race, service component, status, and time and/or location. Ensure that information is disclosed in a manner that preserves a victim's anonymity. Careful consideration of which details to include is of particular significance at installations or other locations where there are a limited number of minority females or female officers assigned.

(9) Work with the local installation public affairs officer to ensure that the installation is informed on programs and services.

(10) Maintain liaison with the Provost Marshal/CID, medical and legal services, and commanders to facilitate immediate response and accurate reporting of sexual assault incidents.

(11) Track, at a minimum, what subordinate units require UVAs and deployable SARCs, a roster of those UVAs and deployable SARCs, status of their training, and rotation dates (that is, PCS and ETS).

(12) Publish a monthly on-call roster for all Victim advocates assigned to the installation. On-call roster will be provided the month prior to the month of on-call duty.

(13) Ensure that sexual assault prevention, education, and victim advocacy services are available for all service members both on and off post by providing essential coordination.

(14) Conduct senior leader training at installation level to increase awareness of sexual assault issues, high-risk behavior, and victim assistance programs (for example, off post rape crisis centers).

(15) Provide take-away information such as booklets and telephone numbers for installation points of contact (for example, SARC, victim advocate, and UVA).

(16) Receive annual training on sexual assault subjects (for example, crisis intervention and response to sexual assault) focused on enhancing the installation's Sexual Assault Prevention and Response Program.

(17) Ensure that SARB participants receive appropriate case management training consistent with DOD requirements.

(18) Assist commanders in meeting annual sexual assault prevention and response training requirements, including newcomer and orientation briefings.

(19) Train UVAs and deployable SARCs, ensuring training is conducted using military and civilian subject matter experts and material as appropriate. Deployable SARCs are Soldiers assigned at brigade/unit of action and higher levels of command that will assume the duties of the SARC during deployments.

(20) Ensure that data on sexual assault incidents is received from the responding agencies (that is, SJA, healthcare providers, MP/CID) and reported in SADMS.

(21) Collect, record, and maintain data and statistics as directed by the Director, Sexual Assault Prevention and Response Program. Ensure that all sexual assault information (for example, program information, disposition status of cases) is reported to the Director, Sexual Assault Prevention and Response Program.

(22) Maintain case file for 5 years.

(23) Track services provided to victims of sexual assault from initial report of sexual assault through disposition and resolution of the victim's health and well-being.

(24) Evaluate the effectiveness of prevention programs and advocacy services (for example, how the response team functions, how the victim feels about the system response and treatment received, and risk factor identification).

(25) Serve as a permanent member on the installation SARB.

q. Deployable SARCs. Deployable SARCs are Soldiers appointed on orders assigned at brigade/unit of action and higher levels of command who are designated and trained to assume the duties of the SARC during deployments. The deployable SARC will be an NCO (SFC or higher), officer (MAJ/CW3 or higher), or civilian (GS–11 or above) and should be prepared to assume the executive agent role for coordinating sexual assault response at a level commensurate with the level of command to which they are assigned (that is, brigade/unit of action through theater of operation). The deployable SARC will—

(1) Ensure overall management of sexual assault awareness, prevention, training, and victim advocacy.

(2) Serve as the designated program manager of victim support services who coordinates and oversees implementation and execution of the Sexual Assault Prevention and Response Program.

(3) Be trained by the installation SARC prior to assuming duty. Brigade or higher SARC must maintain a liaison with the installation SARC in garrison so that they understand the installation's process and procedure for providing services.

(4) Advise the victim on their options for restricted and unrestricted reporting. Ensure victim acknowledges in writing his/her preference for restricted or unrestricted reporting. If the victim chooses the restricted reporting option, the victim must acknowledge in writing that they understand restricted reporting may limit the ability of the Army to prosecute the assailant and an understanding of why Army policy favors unrestricted reporting.

(a) If the victim chooses the restricted reported option, ensure the victim is taken to a healthcare provider in lieu of reporting the incident to law enforcement or chain of command.

(b) If the victim chooses the unrestricted reporting option, SARC will immediately notify law enforcement and the healthcare provider.

(c) For the purposes of public safety and command responsibility, the SARC will report information concerning sexual assault incidents, without information that could reasonably lead to personal identification of the victim, to the senior mission commander within 24 hours of the incident.

(5) Assign a UVA to assist the victim immediately upon notification of the incident.

(6) Oversee Unit Victim Advocates in the performance of their UVA duties.

(7) Ensure victims of sexual assault receive guidance and emotional support during administrative, medical, investigative, and legal procedures, and that victims understand the processes involved.

(8) Maintain liaison with the Provost Marshal/CID, medical and legal services, and commanders to facilitate immediate response and accurate reporting of sexual assault incidents.

(9) Ensure all unrestricted reported incidents of sexual assault are reported to the first LTC in the chain of command, CID, MPs and the installation Provost Marshal within 24 hours of receipt.

(10) Ensure all sexual assault information (for example, program information, case disposition status) is reported to the theater of operations senior mission commander or designated representative.

(11) Conduct senior leader training to increase awareness of sexual assault issues and high-risk behavior.

(12) Track and maintain a roster of what subordinate units require UVAs and deployable SARCs, status of their training, and rotation dates (that is, PCS and ETS).

(13) Publish and maintain an on-call roster of trained UVAs available to assist victims of sexual assault.

(14) Ensure that data on sexual assault incidents is received from the responding agencies (that is, SJA, healthcare providers, MP/CID, and UVAs) and reported in SADMS.

(15) Turn over case files to installation SARC upon redeployment.

(16) Track services provided to victims of sexual assault from initial report of sexual assault through disposition and resolution of the victim's health and well-being.

(17) Maintain case management information on incidents of sexual assault and ensure a smooth transition, with the installation SARC, of all cases not completed prior to redeployment.

(18) Train UVAs in a deployed environment.

(19) Serve as a permanent member on the SARB.

r. Installation victim advocates. The installation victim advocates (IVAs) are DA civilian or contract employees trained to provide advocacy services to victims of sexual assault. The IVA reports directly to the Sexual Assault Response Coordinator (SARC) for sexual assault cases. At locations where the Family Advocacy Program Manager (FAPM) performs SARC duties, the IVA will report directly to the FAPM. The IVA will—

(1) Establish contact with each victim who alleges that an act of sexual assault occurred, if the victim is receptive to such contact.

(2) Advise the victim on their options for restricted and unrestricted reporting when assigned a sexual assault case by the SARC; ensure victim acknowledges in writing his/her preference for restricted or unrestricted reporting. (If the victim chooses the restricted reporting option, the victim must acknowledge in writing that they understand restricted reporting may limit the ability of the Army to prosecute the assailant and an understanding of why Army policy favors unrestricted reporting.)

(a) If the victim chooses the restricted reporting option, the IVA will ensure the victim is taken to a healthcare provider in lieu of reporting the incident to law enforcement or command.

(b) If the victim chooses the unrestricted reporting option, the IVA will immediately notify law enforcement and the healthcare provider.

(c) For the purposes of public safety and command responsibility, the IVA will provide information to the SARC, who will in turn report the sexual assault, without information that could reasonably lead to personal identification of the victim, to the installation commander within 24 hours of the incident.

(3) Be knowledgeable about services available to sexual assault victims on the installation as well as in the surrounding community. The IVA will maintain contact with agencies that provide such services, being knowledgeable of the location, telephone number, confidentiality policies and procedures for accessing service at these agencies.

(4) Provide crisis intervention, referral, and ongoing emotional support to the sexual assault victims. Services will be non-clinical in nature. The victim has the right to independently determine whether to accept the offer of IVA services. The IVA must be sensitive to the needs of each victim and tailor services to meet those needs.

(5) Provide initial information to victims on their rights, to include the right to refuse services and explain the scope and limitations of IVAs role as an advocate.

(6) Accompany the victim during investigative interviews and medical examinations, unless the victim chooses not to use the IVAs services. The IVA will not make decisions for the victim, speak for the victim or interfere with the legitimate operations of medical, investigative and judicial processes.

(7) Coordinate activities with the SARC and as needed, with the Unit Victim Advocate, on a need-to-know basis, to ensure the best services are provided to victims and to avoid duplication of services.

(8) Provide information on sexual assault issues and victims status to the SARC at an interval determined by the SARC or more frequently if the situation warrants.

(9) Provide on-call services after normal duty hours to victims of sexual assault as needed. The SARC must be fully informed within 2 hours of the start of the next day of all activities that occurred during the on-call duty period.

(10) Provide education and training on the subject of sexual assault to Unit Victim Advocates and other Soldiers as required.

(11) Complete required reports on incidents of sexual assault, to include referrals to victim services. Provide sexual assault reports to the SARC for submission into SADMS.

(12) Safeguard documents in their possession and all information pertaining to victims of sexual assault always being mindful of the victims' right to confidentiality.

(13) Attend ongoing training as required or recommended by the SARC.

(14) Assist the UVA on performance of their duties as directed by the SARC.

s. Unit victim advocates. The unit victim advocate (UVA) is one of two Soldiers/civilians who is appointed on orders by each battalion-level commander and trained to perform collateral duties in support of victims of sexual assault, particularly in deployed environments. UVAs are supervised in the performance of their duties by the SARC. The UVA will be an NCO (SSG or higher), officer (1LT/CW2 or higher), or civilian (GS–9 or higher). UVAs will—

(1) When assigned by the SARC, provide crisis intervention, referral, and ongoing non-clinical support to the sexual assault victim. In the case of multiple victims, each victim should have a victim advocate (IVA or UVA). The victim alone will decide whether to accept the offer of victim advocacy services.

(2) Report to and coordinate directly with the SARC or designated IVA when assigned to assist a victim of sexual assault.

(3) Meet standards for selection and attend annual and ongoing training.

(4) Inform victims of their options for restricted and unrestricted reporting, and explain the scope and limitations of the UVA's role as an advocate. If the victim chooses the restricted reporting option, the victim must acknowledge in writing that they understand restricted reporting may limit the ability of the Army to prosecute the assailant and an understanding of why Army policy favors unrestricted reporting.

(a) If the victim chooses the restricted reporting option, ensure the victim is taken to a healthcare provider in lieu of reporting the incident to law enforcement or chain of command.

(b) If the victim chooses the unrestricted reporting option, UVA will immediately notify law enforcement and the healthcare provider.

(c) For the purposes of public safety and command responsibility, the UVA will provide information to the SARC/deployable SARC who will in turn report the sexual assault, without information that could reasonably lead to personal identification of the victim, to the installation commander/senior mission commander within 24 hours of the incident.

(5) Inform victims of the options to use service providers (for example, medical, legal, and chaplain) and resources available to victims.

(6) Provide support to the victim throughout the medical, investigative, and judicial process; however, a victim may opt to seek assistance without the presence or assistance of the UVA. The UVA will exercise sensitivity with regard to the victim at all times, but will not counsel the victim. The UVA will accompany the victim, at the victim's request, during investigative interviews and medical examinations. The UVA's mission is to support, assist and guide the victim through the process. The UVA is not to make decisions for the victim, speak for the victim, or interfere with the legitimate operations of medical, investigative, and judicial processes.

(7) Safeguard documents in their possession pertaining to sexual assault incidents and protect information that is case related.

(8) Complete a report on sexual assault as prescribed by the SARC.

(9) UVAs assigned to CID elements will not be detailed to perform victim advocate support outside of CID units.

(10) UVAs assigned to military police units and Department of Defense police assigned to the installation provost marshals office will not be detailed to perform victim advocate support outside of military police units.

8–6. Deployable SARC and UVA selection criteria

Because of the sensitivity and complexity of working with sexual assault victims, the deployable SARC and UVA must be carefully selected. These Soldiers are likely to become involved in highly charged, emotionally stressful situations in assisting victims of sexual assault. As a result, all candidates must be properly screened and complete training in responding appropriately to victims of sexual assault. Deployable SARCs and UVAs will be selected in accordance with the following requirements—

a. Be recommended by the chain of command. The first LTC or battalion level equivalent or higher commander will approve the recommendation and sign the appointment orders.

b. Be deployable.

c. Be able to respond to a sexual assault incident at anytime when on call.

d. Have outstanding duty performance, as evidenced by a review of the individual's evaluation reports.

e. Demonstrate stability in personal affairs. Soldier will not have a history of domestic violence or severe personal problems, including significant indebtedness, excessive use of alcohol, or any use of illegal drugs.

f. Be required to obtain a waiver from HQDA in instances where individuals have withdrawn from the Human Reliability or Personal Reliability Program during the 2 years preceding the nomination.

g. Must not have been punished under the provisions of the UCMJ during the 5 years preceding the nomination.

h. Must be deployable with a minimum of 1 year retainability in the unit (for short tour areas, UVA must have a minimum of 6 months retainability in the unit). This requirement is non-waiverable.

i. The deployable SARC will be an NCO (SFC or higher), officer (MAJ/CW3 or higher), or civilian (GS–11 or higher).

j. The UVA will be an NCO (SSG or higher), officer (1LT/CW2 or higher), or civilian (GS–9 or higher).

k. Must be appointed on orders to the collateral duty of UVA\deployable SARC.

l. Must be available to attend the SARB as required.

m. Must complete continuing education requirements on an annual basis. Following selection, UVAs/deployable SARCs must successfully complete required training as a UVA/deployable SARC prior to assuming responsibility within the unit.

8–7. Training

The objective of Sexual Assault Prevention and Response training is to eliminate incidents of sexual assault through a comprehensive program that focuses on awareness and prevention, education, victim advocacy, reporting, response, and follow up. There are four categories of training for the Sexual Assault Prevention and Response Program. This includes professional military education (PME) training, unit level training, predeployment training, and responder training.

a. Professional military education. PME training is progressive and sequential and includes the following areas:

(1) Initial entry training

(2) Pre-commissioning/basic officer leadership instruction-I (BOLC I) to include ROTC and Junior ROTC

(3) BOLC II, Warrant Officer Basic Course, Primary Leadership Development Course

(4) Captain's Career Course (CCC), Warrant Officer Advanced Course (WOAC), and Basic Non-commissioned Officer Course BNCOC)

(5) General officer training, Army War College (AWC), Pre-command Course (PCC), Warrant Officer Senior Course (WOSC), Sergeants Major Course (SMC), and First Sergeant Course (1SG)

(6) Drill sergeant and recruiter training

b. Unit level training. All Soldiers will attend and participate in unit level Sexual Assault Prevention and Response training annually. Training will be scenario based, using real life situations to demonstrate the entire cycle of reporting, response, and accountability procedures. Training should be inclusive of audience and group participation.

(1) The commander will incorporate sexual assault prevention training into the overall unit training plan. Commanders should annotate sexual assault prevention training on the unit training schedule. The training will be based on Army values to promote respect and dignity and to reinforce the Army's commitment to the Warrior Ethos. The chain of command and other leaders (commander, command sergeant major, sergeant major, first sergeant, civilian supervisors, and others) will be present and participate in unit sexual assault sessions.

(2) Sexual Assault Prevention and Response Program training is not an extension of sexual harassment training. Trainers should clarify the differences between harassment and assault and identify those dynamics that are unique to sexual assault.

(3) Persons conducting training must use formal training packages on the Sexual Assault Prevention and Response Program. Critical points to stress during unit training include—

(a) The Army's policy on sexual assault.

(b) Definitions and examples of sexual assault (use definitions in paragraph 8–4 of this document)

(c) Resources to assist victims of sexual assault.

(d) Sexual assault prevention and the appropriate responses.

(e) Chain of command responsibilities for enforcing the Army's policy on sexual assault.

(f) Risk factors and issues in the unit setting including deployed environments.

(g) Timely reporting of sexual assault.

(h) Privileged and confidential communications (restricted and unrestricted reporting).

(i) Victim rights.

(j) Potential first responder points of contact to initiate victim assistance include reporting a sexual assault incident to the following (asterisk indicates agencies with whom victims can initiate a restricted report).

1. Medical services.*

2. Law enforcement.

3. Chaplains.*

4. Chain of command.

5. Legal services.

6. Family Advocacy Program.

7. EO advisor/program manager.

8. Sexual Assault Response Coordinator (SARC).*

9. Installation or unit victim advocate.*

c. Predeployment training. Predeployment training will incorporate information on sexual assault prevention and response. As part of predeployment training, Soldiers will be presented with information to increase awareness of the customs of the host country and any coalition partners, in an effort to help prevent further sexual assaults outside of CONUS. This presentation will—

(1) Ensure that Soldiers who deploy to locations outside the United States are cognizant of sexual assault issues, as well as DOD and specific Army policies about sexual assault prevention, prosecution of offenders, and the care of victims. This training will include risk reduction factors that are tailored to the specific deployment locations.

(2) Focus on the specific foreign countries or areas anticipated for deployment. It will include customs, mores and religious practices, and a brief history of the foreign countries or areas. The cultural customs and mores of coalition partners will also be addressed.

(3) Address procedures for reporting a sexual assault to ensure that service members are aware of the full range of options available and have knowledge of location and contact information for response agencies in the deployed theater.

(4) Identify support systems that will be available during the deployment, to include chain of command, UVAs, deployable SARCs, healthcare providers, CID/MP, SJA, and chaplains.

d. Post-deployment training. Commanders will ensure service members receive sexual assault prevention and response unit refresher training during reintegration activities.

e. Responder training. Primary responders to sexual assault incidents will receive the same baseline training throughout the DOD, to ensure that any Service member who is assaulted will receive the same level of response regardless of Service component. Training should emphasize coordinating victim support services is a team effort and to be effective all the team members must be allowed to do their job and must understand the role of the others on the team. Each responsible first responder agency listed below will implement DOD's baseline training standards (see appendix I for minimum baseline training standards):

(1) Healthcare (responsible agency MEDCOM).

(2) Law enforcement and criminal investigators (responsible agency TRADOC).

(3) Judge advocate general (JAG) officers (responsible agency OTJAG).

(4) Chaplains (responsible agency OCCH).

(5) SARCs (responsible agency ACSIM/CFSC).

(6) Installation and unit victim advocates (responsible agency ACSIM/CFSC).