



DEPARTMENT OF THE ARMY  
HEADQUARTERS, XVIII AIRBORNE CORPS AND FORT BRAGG  
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AFZA-CG

8 March 2018

MEMORANDUM FOR Soldiers and Civilians of XVIII Airborne Corps and Fort Bragg

SUBJECT: Commanding General's Policy Letter #3: Sexual Harassment and Assault Response and Prevention

1. This memorandum serves as my Commander's Intent for Sexual Harassment and Assault Response and Prevention (SHARP). It applies to all personnel assigned or attached to the XVIII Airborne Corps and Fort Bragg, on or off duty, and on or off post.

2. References.

a. AR 600-20 (Army Command Policy), 6 November 2014.

b. HQDA EXORD 193-14 Screening of Sexual Harassment/Assault Response and Prevention Program Personnel and Others Identified Positions of Significant Trust, 26 July 2014.

c. FRAGO 4 to HQDA EXORD 221-12 2012 SHARP Program Synchronization Order, 20 December 2013,

d. U.S. Army Forces Command Sexual Harassment/ Assault Response and Prevention (SHARP) Program Army Stand-Down Operations Order, 12 June 2013.

3. Supersession. This memorandum supersedes and replaces previous XVIII Airborne Corps Sexual Harassment/ Assault Response & Prevention (SHARP) Program Policies. Leaders should not interpret this guidance as unlawful command influence.

4. Trust, the foundation of teamwork and cohesion, is crucial for effective mission command and disciplined initiative in any organization. Our lives are frequently in the hands of our fellow Servicemembers even in training – trust is key. Our Servicemembers and Civilians live and soldier in accordance with the seven Army values and the Soldier's and Civilian's Creeds. We always treat others by the Golden Rule – as we expect to be treated - fairly and with dignity and respect. Trust, Teamwork and Cohesion are essential to our combat readiness. Our leaders will ensure that our leadership climate at all levels promotes and sustains these three important concepts.

5. Sexual harassment and assault (SH/SA) are not only serious crimes, they are intentional fratricide, destroying the climate of Trust, Teamwork and Cohesion necessary for effective units and organizations. They are incompatible with our Army Values and punishable under the Uniform Code of Military Justice and other federal and

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local civilian laws. They erode the combat readiness of our Corps to deploy, fight and win. Casualties of SH/SA may suffer mental and physical injuries. Like our disciplined response to roadside bombs, we must treat SH/SA like serious threats. We must get "left of the boom" by preventing sexual harassment and assaults before they happen and then respond much more effectively if they occur. Sexual harassment and assault are not tolerated in the Army.

6. The main obstacle to a Soldier reporting an incident of sexual assault or harassment is a lack of confidence in the chain of command to react swiftly, maintain confidentiality and investigate aggressively. This culture must be changed—and this responsibility lies with us, the members and leaders of XVIII Airborne Corps and Fort Bragg. It is our duty to defend against these attacks. Fight to change the perception leaders "don't care, and no action will be taken." Conduct battlefield circulation, command climate surveys, sensing sessions, workplace inspections, and conduct vignette-based SHARP training in small group discussions. Most importantly, look out for one another.

7. Commanders at all levels are responsible for establishing a climate of Trust, Teamwork and Cohesion and for leading their SHARP program. Leaders will protect the victim and the accused by immediately separating both parties involved, maintaining confidentiality and reporting the incident to the Brigade Commander or first COL (O-6) in the chain of command and CID who will investigate. The chain of command will take any allegations seriously and use all available tools to protect our Soldiers. I expect the same from everyone in this Command.

8. I want you to believe that sexual assault and sexual harassment are serious issues that we must address. A culture of "harmless pranks and sexual innuendo" is unacceptable. Protect your Soldiers through the proper unit climate, smart Sponsor and Battle Buddy assignments and the application of solid and engaged leadership.

9. Sexual assault is defined as intentional sexual contact characterized by use of force, threats, intimidation, or abuse of authority or when the victim does not or cannot consent. Sexual assault includes rape, forcible sodomy (oral or anal sex), and other unwanted sexual contact that is aggravated, abusive, or wrongful (including unwanted and inappropriate sexual contact) or attempts to commit these acts.

10. Sexual harassment is defined as a form of gender discrimination that involves unwelcomed sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature between the same or opposite genders when:

a. Submission to, or rejection of, such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, career;

b. Submission to, or rejection of, such conduct by a person is used as a basis for career or employment decisions affecting that person;

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c. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

d. Any person in a supervisory or command position who uses or condones implicit or explicit sexual behavior to control, influence, or affect the career, pay, or job of a Soldier or civilian employee is engaging in sexual harassment. Similarly, any Soldier or civilian employee who makes deliberate or repeated unwelcome verbal comments, gestures, or physical contact of a sexual nature is engaging in sexual harassment.

e. Personnel have the right to present their complaints to the command without fear of intimidation, reprisal, or harassment. Every member of the chain of command will ensure complainants are protected from reprisal and retaliation.

11. Victims of sexual violence have specific rights enforced by Department of Defense Directives which include:

a. The right to be treated with fairness and respect for your dignity and privacy;

b. The right to be reasonably protected from the accused offender;

c. The right to reasonable, accurate, and timely notice of public preliminary hearings, pretrial confinement hearings, court proceedings, and clemency and parole hearings, related to the offense;

d. The right to be present at all public proceedings relating to the offense unless the hearing officer or military judge determines that your testimony would be materially altered if you as the victim heard other testimony;

e. The right to reasonably confer with the prosecutor/Trial Counsel in the case;

f. The right to receive available restitution;

g. The right to be reasonably heard;

h. The right to submit a written statement for the consideration of the Convening Authority prior to taking action on findings and sentence;

i. The right to proceedings free from unreasonable delay;

j. The right to be provided information, if applicable, about the conviction, sentencing, imprisonment, Convening Authority's action, appellate review, and release of the offender.

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12. All Fort Bragg commanders will:

a. Identify and appoint one full-time SARC/SHARP Specialist and one full-time VA/SHARP Specialist at the brigade and brigade equivalent level. Personnel assigned to SARC/SHARP and VA/SHARP duties should not normally be dual-hatted as, or assume the simultaneous duties of, the Brigade Equal Opportunity Advisor.

b. Establish designated SHARP work area(s) that provides the ability to conduct private conversations and has standard logistical support items of similar staff offices (computers, office phone, email access, and secure, lockable file cabinets for case file storage in a room not accessible to others).

c. Ensure Brigade SHARP personnel have appropriate communication abilities (cell phone) and transportation (committed government vehicle) needed to accomplish advocacy tasks.

d. Ensure copies of all Sexual Assault and Sexual Harassment intake packets are inputted into the Integrated Case Reporting System (ICRS) / Defense Sexual Assault Incident Database (DSAID).

e. Publish brigade-level Sexual Harassment, Sexual Assault, and Equal Opportunity policy letters that separate the SHARP Program from the Equal Opportunity Program. Examples found at <https://airborne.bragg.army.mil/elibrary>.

f. Attend Sexual Assault Review Board (SARB) meetings as instructed. Be prepared to engage in case review of assigned SA victims and/or offenders.

g. Report status of trained SARC/SHARP and VA/SHARP at brigade, battalion, and company levels IAW reference c.

h. Document mandatory unit SHARP training in the Defense Training Management System (DTMS). Report status of SHARP training conducted for the unit IAW reference c.


i. Ensure Brigade SHARP personnel participate in Corps/Installation SHARP program activities, to include SARC training, planning, committee and sub-committee membership.

j. Ensure Brigade SHARP personnel comply with policies, procedures, and instructions regarding SHARP on-call system and sexual assault hotline usage and protocols. Ensure that no other unit duties take precedence over on-call SHARP duties.

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13. Point of contact is the Corps Sexual Harassment/Assault Prevention and Response  
Program Manager at DSN 239-3921 or 24/7 Hotline at (910) 584-4267.

  
PAUL J. LaCAMERA  
Lieutenant General, USA  
Commanding