



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON, FORT CAVAZOS
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FORT CAVAZOS, TEXAS 76544-5002

AMIM-CAG-S (100)

08 AUG 2023

MEMORANDUM FOR Headquarters and Installation Service Directorates/Offices
Reporting Directly to USAG Fort Cavazos

SUBJECT: Sexual Harassment and Assault Response and Prevention (SHARP)

1. References:

a. DoDI 1020.03 Harassment Prevention and Response in the Armed Forces, Change 1, 29 December 2020.

b. DoDI 6495.02, Volume 1 Sexual Assault Prevention and Response (SAPR) Program Procedures, Change 5, 09 April 2021.

c. DoDI 6495.02, Volume 2 Sexual Assault Prevention and Response (SAPR) Education and Training, 09 April 2021.

d. AR 600-20 Army Command Policy, Chapter 7, 24 July 2020.

2. Applicability. This policy applies to all Soldiers, DA Civilians and Family members assigned to or attached to USAG Fort Cavazos. This policy also extends to on and off post, and during non-duty hours within the limits of the laws of localities, states, and host nations. This policy also applies to online conduct.

3. Policy.

a. The Army, AMC, IMCOM and US Army Garrison Fort Cavazos are committed to the Army's SHARP Program and to providing a safe living and working environment for our Soldiers, Civilian employees, and Family members. Sexual harassment and sexual assault are unacceptable and contradict the values of the Army and our organization. Leaders at all levels will ensure that our Garrison team understands we will not tolerate, condone, or ignore incidents of sexual harassment or sexual assault or associated retaliatory behaviors. Sexual harassment and sexual assault destroy teamwork and negatively affect combat readiness and are punishable under UCMJ and federal and civilian laws. We must treat everyone with dignity and respect; consider all allegations of inappropriate behavior with the utmost seriousness, protect the privacy of victims, motivate bystanders to intervene, and hold offenders accountable. Sexual assault, sexual harassment, and retaliation for reporting such incidents is unacceptable and will not be allowed.

b. This command will treat all victims of sexual assault and sexual harassment with dignity, fairness, and respect. We will treat every reported sexual assault, sexual harassment, and retaliation incident seriously and follow the guidelines listed below:

(1) Hold offenders accountable, provide compassionate care for victims and protect the rights and privacy of survivors. Thoroughly and professionally investigate allegations of sexual assault, sexual harassment, and retaliation.

(2) Create a culture of trust in which everyone can thrive and achieve their full potential.

(3) Hold everyone accountable for their behavior, actions, and inaction. I strongly encourage bystander intervention to support our culture of trust.

c. The command will not tolerate retaliation against an individual who reports a protected SHARP-related communication. If you see something, say something.

d. Garrison leaders are responsible and accountable for stopping sexual assault and sexual harassment in our ranks and for maintaining the trust of our Soldiers, Civilians and Families. Every garrison employee must have the personal courage to intervene, act decisively to protect their coworkers and be a force in the fight to eradicate sexual assault and sexual harassment. If you need immediate assistance, call the 2417 Fort Cavazos Sexual Assault SHARP HOTLINE at 254-319-4671 or the Department of Defense Safe Helpline at 877-995-5247.

4. Sexual harassment is conduct that involves unwelcomed sexual advances, requests for sexual favors, and deliberate or repeated offensive comments of a general nature. Preventing sexual harassment and sexual assault is everyone's responsibility. An employee who believes he or she has been subjected to sexual harassment or sexual assault should report incidents to the appropriate management official and Sexual Harassment/Assault Response and Prevention (SHARP) office. Sexual harassment and retaliatory behavior may be punishable under the UCMJ. We expect leaders to swiftly address allegations of sexual harassment, sexual assault, and retaliation.

5. Sexual assault is intentional physical sexual contact, characterized by use of force, threats, intimidation, or abuse of authority or when the victim does not or cannot consent. Sexual assault is a criminal offense that is punishable under the UCMJ and other Federal and local civilian laws. A civilian employee who has been sexually assaulted should report the abuser to law enforcement, the Equal Employment Opportunity office if there is a connection to the workplace or ask

the SHARP office for a referral to civilian resource. Children under the age of 18 should report to the Family Advocacy Program and they do not have restricted reporting options. A Soldier and active-duty eligible Family members over the age of 18 who have been sexually assaulted have two distinct reporting options:

a. Restricted reporting. Restricted reporting allows a Soldier and active-duty eligible Family members who are sexual assault victims, on a confidential basis, to disclose the details of their assault to specifically identified individuals and receive medical treatment and counseling, without triggering the official investigative process. Soldiers and active-duty eligible Family members who are sexually assaulted and desire restricted reporting should report the assault to their Sexual Assault Response Coordinator (SARC), Victim Advocate (VA) or a healthcare provider.

b. Unrestricted reporting. Unrestricted reporting allows a Soldier and active-duty eligible Family members who are sexually assaulted and desire medical treatment, counseling, and an official investigation of his/her allegation to use current reporting channels (the chain of command or law enforcement), or he/she may report the incident to the SARC or the on-call VA.

6. Proponent. The proponent for this policy letter is the USAG Fort Cavazos SHARP office.

a. The Garrison Sexual Assault Response Coordinator (SARC) is Mr. Mark A. Francis, mark.a.francis10.civ@army.mil, or Government Cell Phone: (254) 630-5180.

b. The Garrison Victim Advocate (VA) is Ms. Jeanine A. Lewis, jeanine.a.lewis.civ@army.mil, or Government Cell Phone: (254) 247-9039.



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Commanding