DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON FORT GREELY
P. O. BOX 31269
FORT GREELY, ALASKA 99731-1269

AMIM-AKG-ZA 27 Jun 2023

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Sexual Assault Reporting and Prevention (USAG Greely Policy #6)

1. References:

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

b. DoDI 6495.02 (Sexual Assault Prevention and Response (SAPR) Program Procedures), March 28, 2013, Encl 5 [Change 4, 11 September 2020].

c. AR 350-1 (Army Training and Leader Development, Table F-1, Mandatory Training Requirements for all Personnel), 10 December 2017.

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

e. AR 690-600 (Equal Employment Opportunity Discrimination Complaints), 9 February 2004.

f. Army Directive 2018-23 (Improving Essentials Programs), 8 November 2018.

g. ALARACT 135-2013- HODA EXOR□149-13 (Sexual Harassment/Assault Response and Prevention Army Workplace Inspections), 21 May 2013.

h. OPORD 20-115 (U.S. Army Material Command Sexual Harassment/Assault Response and Prevention (SHARP) Program Requirements), 8 November 2019.

2. Applicability. This policy applies to all Soldiers, Civilians, Family members, contractors, and other personnel who work on, reside on or visit any US Army installations, or facilities within the Installation Management Command areas of operation.

3. Purpose. Preventing sexual harassment and sexual assault is everyone's responsibility. Reference 1.d. establishes Army command policy for the Sexual Harassment/Assault Response and Prevention (SHARP) program. The Army has zero tolerance for sexual harassments and sexual assaults. This policy is designed to reinforce the Army's leadership commitment to eliminate incidents of sexual harassment or sexual assault through a comprehensive program centering on

awareness, prevention, training, education, victim advocacy, response, reporting, and accountability. Leaders at every level must be committed to creating and maintaining an environment promoting dignity and respect. These unacceptable actions erode trust, destroy teamwork, and negatively affect Army readiness. I strongly encourage bystander intervention as a call to action. Three common ways to intervene are to be direct, distract the situation and persons involved, or delegate someone to intervene. If you see something, say something.

4. Definitions.

a. Sexual harassment is conduct that involves unwelcomed sexual advances, requests for sexual favors, and deliberate or repeated offensive comments of a general nature.

b. 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. A Civilian employee who has been sexually assaulted should report the abuser to law enforcement, the Equal Employment Opportunity (EEO) office (if there is a connection to the workplace), or ask the SHARP office for a referral to civilian resource off the installation. Children under the age of 18 should report to their installation Family Advocacy Program and they do not have restricted reporting options. Military members and active duty eligible Family members (18 years old or older) who have been sexually assaulted have two distinct reporting options:

(1) Restricted Reporting. Restricted reporting allows a military member 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. Military members 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.

(2) Unrestricted Reporting. Unrestricted reporting allows Military members and active duty eligible Family members who are sexually assaulted and desire medical treatment, counseling, and an official investigation of their allegation to use current reporting channels (the chain of command or law enforcement), or their local SARC or the on-call VA.

c. Retaliation is when any person subject to the UCMJ or Federal law who wrongfully takes or threatens to take an adverse personnel action, or wrongfully

withholds or threatens to withhold a favorable personnel action with the intent to discourage or retaliate against any person for reporting or planning to report a criminal offense, or making, or planning to make a protected communication. Every Civilian employee and military member have the right to report criminal offenses with a protected communication. All reports of retaliation will be investigated by the Inspector General (IG). This command will not tolerate retaliation or reprisal (any act of retaliation) against an individual who reports a protected SHARP-related communication.

5. Reporting Procedures. This command will treat all victims of sexual assault and sexual harassment with dignity, fairness, privacy and respect. I expect leaders to swiftly (within 24 hours) address allegations of sexual harassment, sexual assault and retaliation. For Civilian employees who are experiencing sexual harassment, procedures and courses of action are available through their local EEO Office. We will treat every reported sexual assault, sexual harassment, and retaliation incident seriously and follow the Army guidelines listed below:

a. As soon as commanders or supervisors are notified of an allegation of sexual assault against uniformed personnel and their eligible Family members, they will immediately contact their local SARC for guidance. Leaders will account for the rights of both the survivor and the accused. SHARP personnel will provide victim's rights using DD Form 2701 (Initial Information for Victims and Witnesses of a Crime).

b. Commanders will submit a Sexual Assault Incident Response Oversight Report (SAIRO) within eight calendar days of the incident report.

c. Hold offenders accountable, provide compassionate care for victims, and protect the rights and privacy of survivors. Commanders will thoroughly and professionally investigate allegations of sexual assault, sexual harassment, and retaliation by coordinating with their local Criminal Investigate Division (CID) office. Sexual harassment and sexual assault are punishable under the Uniform Code of Military Justice for the military and other federal and local laws for Civilians.

d. Create a culture of trust in which everyone can thrive and achieve their full potential. Commanders, directors and leaders must support annual Sexual Assault Awareness Prevention Month (SAAPM) events in April and the Army SHARP campaign lines of effort.

e. Supervisors must take action once a Soldier or civilian reports a case of sexual harassment or sexual assault. First call should be to the local SARC or VA. Confidentiality is critical to supporting all survivors.

6. Training. My goal is to have 90% trained by 1 August and 100% trained by 30 September annually. Training will be offered monthly and will be good for one year.

a. Per reference 1.d., all commanders, senior enlisted advisors and First Sergeants will meet with the SARC within 30 days of taking command or change of responsibility for one-on-one SHARP briefing. The training will include a trends brief for the unit and area of responsibility, the confidentiality and "official need-to-know" requirements for both unrestricted and restricted reporting, and the requirements of the SAIRO report. Commanders will also use the Defense Equal Opportunity Climate Survey (DEOCS) to identify SHARP issues and take immediate action on items identified as yellow or red. Commanders, directors and leaders will ensure that all Soldiers and Civilians are trained annually IAW references 1.c. and 1.d. and will document their attendance in the IMCOM G3-5-7 Mandatory Training Data Call SharePoint web page. Commanders will also participate in their local monthly Sexual Assault Review Board (SARB) meetings held by their installation mission commanders and use it as a tool to support their SHARP programs.

b. Per reference 1.f., commanders will determine the duration, location, and means for conducting SHARP annual refresher training. Leaders will lead annual training with the assistance of credentialed SHARP professionals. Leaders will facilitate the discussion as directed, not just participate in training. A leader can be anyone who is in a supervisory position. Contractors and local nationals are optional (but highly encourage to attend) and not required to be reported as mandatory training. Military Family members ages 18 and over will also be offered this training along with all full-time NAF personnel.

7. Workplace Inspections. In references 1.g. and 1.h., the Army and the Army Material Command have directed that workplace inspections be completed annually to promote an environment of dignity and respect. All IMCOM workplaces must be free of degrading materials that create an offensive work environment. All workplace inspections will be consolidated by garrison in one document and sent in to the IMCOM SHARP Program Manager upon completion NLT 30 September annually. A courtesy copy will also be provided to the mission commander's SHARP office.

8. Resources. The Department of Defense Sexual Assault Prevention and Response Office (SAPRO) has established a Safe Helpline so that members of the DoD community impacted by sexual assault can discuss their situation and concerns freely without worry that their information will be shared with the DoD or their chain of command. If you need immediate assistance, call your local SARC or VA. They can also call the Department of Defense Safe Helpline at 877-995-5247, call your installation 2417 SHARP hotline, and go online at www.safehelpline.org to get

confidential help, or download the DoD-approved Safe Helpline application on your phone for immediate anonymous and confidential support. Anonymous means that you can access Safe Helpline without needing to share any personal information about yourself. Confidentiality means that in most cases the individual can share information and it will be protected.

9. This policy supersedes USAG Greely Policy #6, subject: Sexual Assault Reporting and Prevention, dated 26 May 21.

10. POC for this policy is Mr. Adrian Camacho, USAG FWA Sexual Assault Response Coordinator, adrian.camacho.civ@mail.mil, 907-361-7776.

MARSHALL.KEITH.ALAN.1274218319
Digitally signed by MARSHALL.KEITH.ALAN.1274218319
Date: 2023.07.07 11:09:11 -08'00'

KEITH A. MARSHALL
LTC, AD
Commanding

DISTRIBUTION:
A (ALL)