



DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY TRAINING CENTER AND FORT JACKSON  
2400 JACKSON BOULEVARD  
FORT JACKSON SC 29207-5015

ATZJ-CG (600-600A)

MEMORANDUM FOR

Commanders, All Units Reporting Directly to this Headquarters  
Commanders, Fort Jackson Partners in Excellence  
Directors and Chiefs, Staff Offices/Department, this Headquarters

SUBJECT: Fort Jackson Policy Memorandum #30- Sexual Harassment/Assault Response and Prevention (SHARP) Training and Department of Defense Sexual Assault Advocate Credentialing Program (D-SAACP) Certification

1. References:

- a. Department of Defense Instruction (DoDI) 6495.03 Defense Sexual Assault Advocate Certification Program (D-SAACP).
- b. Army Regulation 600-20 (Army Command Policy).
- c. Secretary of the Army memorandum (Army Directive 2018-16 (Suitability Criteria for Military Personnel in Specified Positions)), 8 November 2018.

2. Purpose: To ensure Fort Jackson SHARP professionals are trained and certified.

3. Army Policy: All SHARP professionals must be D-SAACP certified. All Soldiers and civilians who attend and complete the 80-hour SHARP Foundation Course will apply for the D-SAACP credentialing through the National Organization for Victim Advocate (NOVA) following completion of the training. All Soldiers and Army Civilians credentialed through NOVA will ensure they maintain credentialing by reapplying as required to prevent a gap in screening. Soldiers having attend the SHARP Foundation Course at other locations, who subsequently transfer to Fort Jackson, will maintain their credentialing without a gap.

a. Commanders' responsibilities:

(1) Commanders will ensure that all Soldiers and Army Civilians performing SHARP duties and have contact with victims of sexual assault, possesses an active D-SAACP certification and cleared background screening.

(2) Commanders will counsel Soldiers upon selection to attend the SHARP Foundation Course, upon completion, or when a Soldier has completed the course, but



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has not applied for D-SAACP credentialing. The counseling will include:

(a) An order to submit a completed D-SAACP credentialing application within 30 days after the counseling or completion of the SHARP Foundation Course (whichever comes later).

(b) An explanation that a recommendation to remove the 1B or 1H ASI may be forwarded to U.S. Army Human Resources Command for processing if their D-SAACP credentialing or re-credentialing certification is not obtained within the specified timeframe.

(c) An explanation for receiving D-SAACP credentialing through NOVA.

(d) Point of contact (POC) for the Soldier's respective consulting BN SARC, as well as the BDE SARC office POC information, for assistance with preparing and submitting the credentialing packet.

(e) Notices of NOVA credentialing board and application suspense dates.

(f) A copy of DoDI 6495.03, enclosure 1.


b. Soldiers' responsibilities: All Soldiers will credential through D-SAACP and NOVA and maintain credentialing during the following instances:

(1) Soldier will credential during the first subsequent D-SAACP credentialing board upon completion of the 80-hour SHARP Foundation Course.

(2) Soldier will re-credentialing prior to expiration as long as the Soldier holds the 1B or 1H ASI.

4. POC for this policy memorandum is the installation SHARP office at 751-6861.

Encl  
as

  
JASON E. KELLY  
Brigadier General, USA  
Commanding

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