



DEPARTMENT OF THE ARMY  
HEADQUARTERS, JOINT READINESS TRAINING CENTER AND FORT POLK  
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FORT POLK, LOUISIANA 71459-5339

AFZX-CG

JAN 12 2021

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Joint Readiness Training (JRTC) and Fort Polk Policy 5- Sexual Harassment/Assault Response Prevention (SHARP) Program

1. Reference: Army Regulation (AR) 600-20, Army Command Policy, 24 July 20:
2. JRTC and Fort Polk is committed to providing a safe environment for all members of the command free of sexual harassment (SH) and sexual assault (SA). This policy promotes a command climate that encourages victims to report incidents of SH and SA without fear of retaliation. SA, SH, and retaliatory behavior has **NO** place in the Army and is incompatible with Army Values. This command is fully committed to the Army's SHARP Program.
3. Sexual Harassment. Conduct that involves unwelcome sexual advances, requests for sexual favors, and deliberate or repeated offensive comments or gestures of a sexual nature when:
  - a. Submission to such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, or career; or
  - b. Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person; or
  - 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; and is so severe or pervasive that a reasonable person would perceive, and the victim does perceive, the environment as hostile or offensive.
  - d. Any use or condonation, by any person in a supervisory or command position, of any form of sexual behavior to control, influence, or affect the career, pay, or job of a member of the Armed Forces or a Civilian employee of the DoD.
  - e. Any deliberate or repeated unwelcome verbal comment or gesture of a sexual nature by any member of the Armed Forces or Civilian employee of the DoD.
  - f. Soldiers and Family members aged 18 and over may file a sexual harassment complaint with the Brigade Sexual Assault Response Coordinator (SARC) or through the chain of command.

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g. There are three ways Soldiers can submit a sexual harassment complaint:

- (1) Formally in writing on DA Form 7746.
- (2) Informally to a fulltime brigade level SARC.
- (3) Anonymously by any means from an unidentified complainant.

4. Sexual assault. Defined as a crime, punishable under the Uniform Code of Military Justice (UCMJ) and other Federal and local civilian laws. SA is intentional sexual contact characterized by use of force, threats, intimidation, or abuse of authority or when the victim does not or cannot consent. The term includes a broad category of sexual offenses consisting of the following UCMJ offenses: rape, sexual assault, aggravated sexual contact, abusive sexual contact, or attempts to commit these acts. There are two reporting options for sexual assault - unrestricted reporting and restricted reporting.

a. Unrestricted reporting. This reporting option triggers an investigation, command notification, and allows a person who reports SA to access healthcare and an optional forensic exam, assignment of a SARC and a SHARP Victim Advocate (VA), considerations for protection orders, and expedited transfers. A victim can disclose that they are the victim of a SA to a SARC or SHARP VA, Health Care Provider (HCP), command authorities, or others.

b. A commander who receives an unrestricted report of a SA will immediately refer the matter to USACIDC. If a supervisor of a Soldier becomes aware of a SA involving a Soldier, the supervisor is required to inform the Soldier's commander immediately.

c. Restricted reporting. Allows Soldiers and Family members age 18 and older who are SA victims to confidentially disclose the SA to a SARC, SHARP VA, or HCP without triggering an investigation. The Senior Commander (SC) is notified a SA has been reported, but is not given the victim's name or other personally identifiable information (PII). The victim will have access to healthcare, an optional forensic examination and the assignment of a SARC and SHARP VA.

5. Direct Reporting Units (DRU) and tenant organizations will submit Commander's Critical Information Requirement(s) (CCIR) for formal sexual harassment complaints and unrestricted reports of sexual assault IAW AR 600-20, Appendix J and JRTC and Fort Polk Policy Letter 2, Commander's Critical Information Requirements.


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6. Commanders will establish an environment free of sexual harassment and sexual assault through education, discipline, and enforcement of standards.

7. Proponent: The point of contact for this policy is the JRTC and Fort Polk SHARP Program Manager at (337) 531-3495.

8. This policy will remain in effect until superseded or rescinded.

  
DAVID S. DOYLE  
Brigadier General, USA  
Commanding

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