



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, REDSTONE  
4488 MARTIN ROAD  
REDSTONE ARSENAL, ALABAMA 35898-5000

REPLY TO  
ATTENTION OF

05 OCT 2018

IMRE-MWA

MEMORANDUM FOR All United States Army Garrison (USAG) Redstone Arsenal  
Directorates and Employees

SUBJECT: USAG, RSA Sexual Harassment/Assault Response and Prevention  
Program (SHARP), Policy 600-3

1. **APPLICABILITY:** This policy is established to assign responsibility and set local procedures to implement the SHARP Program throughout USAG, Redstone Arsenal. Victim service procedures contained in this Policy apply to all military and their Family members 18 years of age and older and Department of Defense (DoD) Civilians.

2. REFERENCES.

a. AARACT 007/2012. Sexual Harassment/Assault Response and Prevention Program Implementation Guidance, January 2012.

b. EXORD 221-12, 2012 Sexual Harassment/Assault Response and Prevention Program Synchronization Order, June 2012.

c. Army Regulation 600-20, Army Command Policy, Chapters 7 and 8, 6 November 2014.

d. Department of Defense Instruction 6425.02, Sexual Harassment/Assault Prevention and Response Program Procedures, 7 July 2015.

3. The SHARP Program reinforces the Army's commitment to eliminate incidents of sexual harassment and sexual assault through a comprehensive policy centering on awareness, prevention, training, education, victim advocacy, response, reporting, and accountability. Sexual assault is a criminal offense which degrades mission readiness by devastating the Army's ability to work effectively as a team. It is a violation of Army core values and standards. Army and Garrison policies promote sensitive care and confidential reporting for victims of sexual assault and accountability for those who commit these crimes. Leaders will take an active role in eradicating sexual assault in the Army and create a positive climate encouraging victims of sexual harassment/assault to come forward.

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#### 4. DISCUSSION.

a. Civilians willing to report sexual harassment allegations should contact their chain of command or local Equal Employment Opportunity (EEO) office for assistance. Commanders and or/the local EEO office will advise victims of their rights, and protect individuals who file complaints from the presence or perception of intimidation, reprisal, or retaliation. Civilians willing to report sexual assault allegations should contact a SHARP Sexual Assault Response Coordinator (SARC) or Victim Advocate (VA), Crisis Services of North Alabama (CSNA), their healthcare provider, or law enforcement for resources and referrals.

b. Soldiers and their Family members, ages 18 and older, willing to report sexual harassment and/or assault allegations should contact their chain of command or a SHARP SARC or VA. Commanders will advise victims of their rights, and protect individuals who file complaints from the presence or perception of intimidation, reprisal, or retaliation. Commanders/Directors receiving a report of a sexual assault will call the local Criminal Investigation Command immediately. If a Soldier wishes to keep the report restricted, they must report the assault to a SHARP SARC or VA or medical personnel. The Family Advocacy Program will assist in cases of sexual assault for Soldier's Family members under the age of 18. There is no restricted option for those under the age of 18.

c. All USAG Redstone Arsenal organizations will publish and post written SHARP Program command policy statements and display the contact information for victim services. Victims of sexual assault can contact the Redstone Arsenal SHARP Hotline number, 256-924-0795 or the DoD Safe Helpline, 877-955-5247 and are available 24 hours a day, 7 days a week.

#### 5. RESPONSIBILITY:

a. All personnel must understand the Army and Garrison Policy on sexual harassment and sexual assault. Every Garrison employee will complete Annual SHARP Training, Parts 1 and 2. It is each supervisor's responsibility to ensure this training occurs to reinforce the Army's policies to all personnel.

b. Garrison organizations must comply with mandated reporting procedures. Commanders/Directors will report incidents of sexual assault involving a military member, DA Civilian, Contractor, or anyone engaged or employed in any activities managed by this Command to SHARP personnel.

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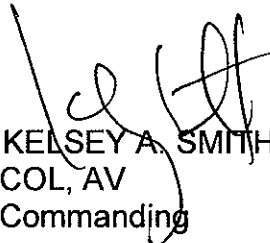
For the purposes of public safety and my responsibility, the SARC will report information concerning sexual assault incidents, without information that could reasonably lead to personal identification of the victim in cases of restricted reporting, to me within 24 hours of the incident.

c. When notified of a sexual assault, Commanders/Directors will limit the knowledge of the incident to only those who have a legitimate need to know to ensure the victim's privacy is maintained. I am committed to ensuring reported cases receive thorough, expeditious, and unbiased investigations.

d. Prevention of sexual harassment and sexual assault is the responsibility of every Soldier, DA Civilian, Contractor, and Family Member. We all are charged with treating one another with mutual dignity and respect. It is incumbent upon leaders to set an example and create an environment conducive to good order and discipline.

6. My points of contact are Garrison SHARP SARC, 256-876-1105 or VA, 256-842-8375.

7. This policy supersedes all previous USAG RSA SHARP Standard of Operations and Policies.



KELSEY A. SMITH  
COL, AV  
Commanding