



US ARMY RECRUITING COMMAND CG COMMAND POLICY



Number: 09-13

Originating Office: USAREC G1
Telephone: 1-800-223-3735, ext 0158

Date: 15 AUG 2013

SUBJECT: Sexual Harassment/Assault Response and Prevention Program

1. REFERENCES:

- a. AR 600-20, Army Command Policy, 18 Mar 08 / RAR 20 Sep 12
- b. DoD Directive 6495.01, Sexual Assault Prevention and Response (SAPR) Program, 23 Jan 12, Incorporating Change 1, 30 Apr 13
- c. DoD Instruction 6495.02, Sexual Assault Prevention and Response Program Procedures, 28 Mar 13
- d. H.R. 4310, National Defense Authorization Act for Fiscal Year 2013, 2 Jan 13
- e. ALARACT 007/2012 - Sexual Harassment/Assault Response and Prevention (SHARP) Program Implementation Guidance, 12 Jan 12
- f. HQDA EXORD 221-12 2012 Sexual Harassment Assault Response and Prevention (SHARP) Program Synchronization Order, 23 Jun 12; FRAGO 1 dated 5 Dec 12; FRAGO 2 dated 27 Dec 12; FRAGO 3 dated 17 Jan 13
- g. ALARACT 147/2013, HQDA EXORD 161-13 - Sexual Harassment Assault Response and Prevention Program Army Stand-Down, 10 Jun 13

2. POLICY: The USAREC Sexual Harassment/Assault Response and Prevention (SHARP) Program is established to prevent sexual harassment/assault and to ensure personnel are trained to properly intervene and report sexual harassment/assault. To fulfill this policy, the USAREC SHARP Program will:

- a. Promote awareness and prevention of sexual harassment/assault within the recruiting community and coordinate professional intervention at all levels within military and civilian communities.
- b. Strive to break the cycle of sexual harassment/assault by reporting sexual harassment/assault as early as possible, providing intervention, and coordinating treatment for the victim, offender and affected Family members.

3. OBJECTIVES: Encourage the reporting of all suspected or known instances of sexual harassment/assault. Ensure the prompt assessment and investigation of all harassment/sexual assault incidents. Protect victims of sexual harassment/assault. Arrange for treatment of all Soldiers and Family members (victims and offenders) affected by or involved in sexual harassment/assault.

4. RESPONSIBILITIES:

- a. The HQ USAREC SHARP Program Manager will:

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(1) Coordinate the administration, prevention, training, and evaluation efforts of the SHARP Program throughout USAREC to ensure compliance with regulatory guidance.

(2) Serve as the subject matter expert (SME) at HQ USAREC for all aspects of the SHARP Program regarding incidents of sexual assault. Incidents of sexual harassment will be reported to the USAREC Equal Opportunity Advisors (EOA) and respective brigade EOA for processing.

(3) Ensure all SHARP personnel [Sexual Assault Response Coordinators (SARCs) & Victim Advocates (VAs)] attend the 80-hour DA MTT SHARP Training and have DoD/NOVA credentials.

(4) Conduct monthly verification of all Brigade SARCs and Brigade VAs to ensure 24/7 response capability telephone numbers for incidents of sexual assault.

b. Unit commanders and senior enlisted advisors will:

(1) Coordinate with Brigade SARC to attend the Leaders' SHARP Program briefing within 45 days of assumption of command or position.

(2) Appoint on collateral duty orders as Victim Advocate/SHARP a minimum of two qualified persons (at least one should be military personnel) at each battalion.

(a) VA/SHARP personnel must attend the 80-hour DA MTT SHARP Training and have DoD/NOVA credentials.

(b) VA/SHARP personnel will have a government cell phone to ensure 24/7 response to incidents of sexual assault.

(3) Schedule time annually for all military and Department of the Army Civilian personnel to attend mandatory SHARP training.

(4) Submit all reports of sexual harassment to the brigade SARC and brigade EOA for processing IAW AR 600-20, Chapter 7.

(5) Submit all unrestricted reports of sexual assaults to HQ USAREC COC and to the brigade Sexual Assault Response Coordinator/SHARP (SARC) within 24 hours. All restricted reports of sexual assault will be processed IAW approved SHARP procedures.

(6) Ensure Soldiers involved in a sexual assault complete all recommended treatment programs.

(7) Recognize that incidents of sexual assault constitute violations of the law and take disciplinary or administrative action in such cases.

c. The Brigade Sexual Assault Response Coordinator (SARC) will:

(1) Coordinate the administration, prevention, training, and evaluation efforts of the SHARP Program throughout the brigade to ensure compliance with regulatory guidance.

(2) Serve as the SME at the brigade for all aspects of the SHARP Program and sexual assault.

(3) Assist battalion VA/SHARPs with any issues regarding the implementation of the SHARP program in

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(4) Submit reports monthly to the USAREC POC for inclusion in the DA Incident Case Reporting System (ICRS).

(5) Serve as a liaison between the command and servicing installation staff until the case is closed.

(6) Notify unit commanders and USAREC SHARP Program Manager regarding any changes in the status of sexual assault cases.

(7) Brief unit commanders, executive officers, senior enlisted advisors, and battalion Soldier and Family Assistance Program Managers regarding the SHARP Program within 45 days of assumption of position.

(8) Conduct a staff assistance visit in conjunction with the Brigade VA/SHARP to each battalion.

d. The Brigade Victim Advocate/SHARP (VA/SHARP) will:

(1) Assist the Brigade SARC with the implementation of the SHARP Program throughout the brigade.

(2) Coordinate with the Brigade EOA regarding all reports of sexual harassment.

(3) Assist subordinate units in identifying helping agencies for referral regarding sexual assault/harassment.

(4) Ensure that all reported incidents of sexual assault are reported to the nearest servicing military installation SHARP staff for review and follow-up.

(5) Conduct monthly verification of all Battalion VAs to ensure 24/7 response capability telephone numbers for incidents of sexual assault.

(6) Conduct a staff assistance visit in conjunction with the Brigade SARC to each battalion.

e. The Battalion Victim Advocate/SHARP (VA/SHARP) will:

(1) Assist the Brigade SARC and Brigade VA/SHARP with the implementation of the SHARP Program.

(2) Ensure all victims of sexual assault and/or harassment receive proper guidance regarding reporting the incident and prompt assistance in accordance with their reporting choice (restricted or unrestricted).

(3) Identify helping agencies throughout the battalion for referral regarding sexual assault/harassment.

f. The Battalion Soldier and Family Assistance Program Managers will:

(1) Assist the command and Battalion VA/SHARP staff with unrestricted reports to ensure victim safety and referral to servicing military installation and helping agencies.

(2) Attend SHARP Program briefing within 45 days of assumption of position.

5. Together, we can make a difference in the well-being of our command. Teamwork does not just occur on the battlefield - it is also critical in our efforts to build a stronger community and protect our Soldiers and Families throughout this command.

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6. Intervene to stop incidents of sexual assault/harassment!
Act to prevent to sexual assault/harassment at lowest levels!
Motivate others to take a stand against sexual assault/harassment!
I. A.M. Strong!

A handwritten signature in black ink, appearing to read 'A W Batschelet', written in a cursive style.

ALLEN W. BATSCHELET
Major General, USA
Commanding