



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON DAEGU
UNIT #15746
APO AP 96218-5746

IMDA-ZA

3 SEP 2013

MEMORANDUM FOR All Personnel Assigned or Attached to USAG Daegu

SUBJECT: US Army Garrison (USAG) Daegu Policy Letter #41, Sexual Harassment Assault Response and Prevention (SHARP)

1. This policy letter superseded all policy letters for Sexual Assault Prevention and Response. This policy letter remains in effect until rescinded or superseded.

References:

- a. HQDA EXORD 221-12 2012 Sexual Harassment/Assault Response and Prevention (SHARP) Program Synchronization Order
- b. Sections 581-586 National Defense Authorization Act (NDAA) for Fiscal Year 2012, 31 December 2011
- c. Department of Defense Directive (DODD) 6495.01, Sexual Assault Prevention and Response (SAPR) Program, 23 January 2012
- d. AR 600-20, Army Command Policy dated 18 March 2008/RAR 4 AUG 2011
- e. ALARACT 007-2012 SHARP Program Implementation Guidance, 12 January 2012
- f. 8A OPORD 135-12: Establishment of MSC Level Quarterly Reporting of Expedited Transfer of Reassignment of Victims of Sexual Assault
- g. USARPAC OPORD #12-07-038 2012 Sexual Harassment/Assault Response and Prevention (SHARP) Program Synchronization Order
- h. FRAGO 1 to HQDA EXORD 221-12 2012 Sexual Harassment/Assault Response and Prevention (SHARP) Program Synchronization Order
- i. FRAGO 1 to USARPAC OPORD #12-07-038 2012 Sexual Harassment/Assault Response and Prevention (SHARP) Program Synchronization Order
- j. 8A OPORD 341-12 (8A Sexual Harassment/Assault Response and Prevention (SHARP) Program Implementation Order)

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k. FRAGO 1 to 8A OPORD 341-12 (8A Sexual Harassment/Assault Response and Prevention (SHARP) Program Implementation Order)

2. Applicability: This policy applies to all military, civilian employees, invited contractors, technical representatives and their dependants.

3. Sexual assault will not be tolerated. Sexual assault is a crime that violates basic human dignity and standards of decency that we are sworn to uphold and protect.

4. Commanders are responsible for providing and maintaining a safe and healthy environment for those in their charge and must take action to prevent sexual assault, protect and support victims, and hold offenders accountable by taking the appropriate action based on the facts and circumstances. Barracks require special consideration; Commanders will ensure sufficient oversight to minimize opportunities for this crime to occur. All incidents of sexual assault will be reported immediately to a Sexual Harassment Assault Response and Prevention Representative or to the Chain of Command.

a. Sexual Harassment Assault Response and Prevention training will be provided to all USAG-Daegu personnel upon arrival to the command. Training will focus on prevention, education, trends, risk-factor awareness, reporting options and procedures, correlation between sexual assaults and alcohol use, and victim support. All assigned personnel will be given contact information for the Sexual Assault Response Coordinators (SARC) and Unit Victim Advocates (UVA).

b. All victims of sexual assault will be treated with fairness, dignity and respect. We must ensure that the needs of victims are compassionately met and that they are aware of their rights, options, and resources available for their support. Care will be taken to protect individual privacy and avoid instances of re-victimization during medical treatment, investigation and legal adjudication.

5. Service members who are victims of sexual assault have two reporting options from which to choose. These options are Restricted and Unrestricted Reporting.

a. The Restricted reporting option allows a victim to receive medical, counseling, legal and advocacy support services without triggering an investigation into the assault. To exercise this option a victim may only report the sexual assault to a SARC, UVA, Health Care Provider, or Chaplain.

b. The Unrestricted Reporting option allows a victim of sexual assault the same services as the restricted Reporting option, but will also include the Military Police (MP) and Criminal Investigation Department (CID) to complete a full investigation into the

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sexual assault. An Unrestricted Report can be made to the same personnel as a Restricted Report and may also include the Commander, MP, and CID.

c. Victims electing either reporting option will be assigned a SHARP UVA by the Area SARC upon their request. The UVA will be responsible for helping the victim navigate the care system and keeping the victim updated on all case matters.

6. Victims of Sexual Harassment in this unit have the right to present a complaint without fear of intimidation, reprisal, or harassment. Should you feel you have been sexually harassed you have the right to present this issue to the chain of command.

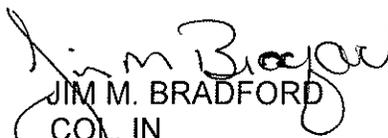
7. Complaints sexual harassment can be submitted in one of two ways: informally or formally.

a. An informal complaint is any complaint that the individual does not wish to file in writing. In resolving an informal complaint, the complaint will be taken seriously and handled with sensitivity. Also, informal complaints can resolve without the knowledge of the commander. There are no time lines for an informal complaint; however it must be handled as quickly and fairly as possible.

b. A formal complaint is one that is filed in writing and swears to the accuracy (sworn statement) of the information. Formal Sexual Harassment complaints require specific actions, are subject to timelines, and require documentation of the actions taken. A formal complaint will be filed using DA Form 7279-R (Equal Opportunity Complaint Form). Individuals have 60 days to file a formal Sexual Harassment complaint from the time that the incident happened or the commander can refuse to act on the complaint for being untimely.

8. All Sexual Harassment complaints should be handled at the lowest level and by the chain of command. There will be times however when an individual may not feel comfortable and submit the complaint directly to the Equal Opportunity Advisor or support agency.

9. The point of contact or question regarding this policy letter should be directed to the HHC, USAG-Daegu, SHARP SARC, SFC Kacie K. Dunn at 768-6727.


JIM M. BRADFORD
COL, IN
Commanding