



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY FORCE MANAGEMENT SCHOOL
5500 21ST STREET, BUILDING 247, SUITE 1400
FORT BELVOIR, VIRGINIA 22060-5923

SEP 29 2015

DAMO-FMS

MEMORANDUM FOR Staff, Faculty and Students of the Army Force Management School (AFMS)

SUBJECT: AFMS Policy Letter #4 – Sexual Harassment/Assault Response and Prevention (SHARP)

1. Reference: AR 600-20, 6 Nov 14, Army Command Policy, Chapter 8.
2. Applicability. This policy applies to all United States Army personnel, Soldiers, Civilians, and contractors assigned, attached or employed by USAFMS.
3. Sexual harassment has been addressed in AFMS Policy Letter #5, Prevention of Sexual Harassment, dated 29 September 15.
4. Sexual assault is unacceptable conduct. Sexual assault is a crime under the Uniform Code of Military Justice (UCMJ), Federal, and State law and has no place in the Army or our communities. Sexual assault is inconsistent with Army Values as it degrades unit performance and cohesion, and is degrading to the dignity of the individual. This command will not tolerate sexual assault; one assault is too many. We must foster a climate of trust and respect that protects our Soldiers, Civilians, and Family members. SHARP is a commander's program, therefore, commanders must ensure leadership is engaged at all levels to prevent sexual harassment and assault. We will hold all offenders accountable.
5. Every member of this command who becomes aware of a sexual assault, or possessing probable cause of such an act, should report these allegations immediately (within 24 hours) to the appropriate authorities.
6. Sexual assault is defined as intentional sexual contact, characterized by use of force against a person, a threat of force, the abuse of authority, or in any circumstance in which the victim does not, or cannot consent. Sexual assault includes rape, nonconsensual sodomy (oral or anal), and indecent assault, as well as any attempts to commit such acts. Sexual assault can occur without regard to race, religion, national origin, color, gender, spousal relationship, or age of the victim.

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SUBJECT: AFMS Policy Letter #7 – Sexual Assault Prevention and Response

7. The goals of the SHARP program are to reduce sexual assaults and harassment by creating a climate that respects the dignity of every member of the Army Family, reduce stigma of reporting, increase prevention, investigation, and prosecution capability, increase training and resources, and refine and sustain response capability.

8. The SHARP policies provide two modes of reporting: Restricted and Unrestricted.

a. Restricted reporting allows a victim to confidentially disclose the details of the assault to specifically identified individuals and receive medical care and counseling without triggering an official investigation. Soldiers who are sexually assaulted and desire restricted reporting should report the assault to the SARC/SHARP specialist, VA/SHARP specialist, Chaplain, or Health Care Provider only.

b. Unrestricted reporting allows a victim desiring an official investigation into the allegation to use current reporting channels such as law enforcement and the chain of command. Victims desiring unrestricted reporting may still contact the SARC/SHARP specialist, VA/SHARP specialist, Chaplain, or Health Care Provider. Upon notification of a sexual assault, the brigade SARC/SHARP specialist will immediately contact the battalion VA/SHARP specialist. Details regarding the incident will be limited to those personnel who have a legitimate need to know the information, as well as those agencies which the UCMJ, policies, or applicable laws dictate, be notified of such a charge.

c. The chain of command will refrain from questioning victims as to the specifics of the alleged event. To do so in a sexual assault scenario may undermine the confidentiality of the restricted reporting option, as well as undermine a criminal investigation. Personnel will treat all victims of sexual assault with dignity, fairness, and respect. Appropriate respect will be given to the privacy of the victim as well as the accused.

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9. For all incidents regarding Sexual Assault the Fort Belvoir Sexual Assault Coordinator (SARC) on call is the initiating force. The number to contact is (703) 740-7029 to report a sexual assault through Fort Belvoir 24/7 Sexual Assault Hotline

10. Expiration. This command policy memorandum will remain in effect until superseded or rescinded.

A handwritten signature in black ink, appearing to read 'A. Notgrass', enclosed within a hand-drawn oval.

ALAN C. NOTGRASS
Colonel, U.S. Army
Commandant