

45. (ALL) Please provide the DoD and Service policies concerning DSAIDs, including data entry procedures used to maintain accurate and current information, including:

DoD	<p>DoD Policies applicable to DSAID:</p> <p>DoD Directive 6495.01, “Sexual Assault Prevention and Response (SAPR) Program”, January 23, 2012; <a href="http://www.sapr.mil/public/docs/directives/649501p.pdf">http://www.sapr.mil/public/docs/directives/649501p.pdf</a></p> <ul style="list-style-type: none"> <li>• (p6) Information Collection Requirements</li> <li>• (p9) ENCLOSURE 2, SAPRO is responsible for overseeing the creation, implementation, maintenance, and function of the DSAID.</li> <li>• (p11). ENCLOSURE 2, Service Secretaries are responsibilities to provide data connectivity, or other means, to authorized users to ensure all sexual assaults reported in theater and other joint environments are incorporated into the DSAID.</li> <li>• (p11) ENCLOSURE 2, Service Secretaries are responsibilities to ensure that Service data systems used to report case-level sexual assault information into the DSAID are compliant with DoD data reporting requirements.</li> </ul> <p>DoD Instruction (DoDI) 6495.02, “Sexual Assault Prevention and Response (SAPR) Program Procedures”, March 28, 2013; <a href="http://www.sapr.mil/public/docs/directives/649502p.pdf">http://www.sapr.mil/public/docs/directives/649502p.pdf</a></p> <ul style="list-style-type: none"> <li>• (p4-5) - Para 4(1)(a). The SARC will enter the Unrestricted Report DD Form 2910, “Victim Reporting Preference Statement,” into DSAID as an electronic record, where it will be retained for 50 years from the date the victim signed the DD Form 2910.</li> <li>• (p5-6) – 7(a). DSAID has been assigned Office of Management and Budget control number 0704-0482.</li> <li>• (p13) - ENCLOSURE 2. Directs the creation, implementation, and maintenance of DSAID.</li> <li>• (p17) - ENCLOSURE 2. Service Secretaries shall establish guidance to direct that all Unrestricted Reports of violations (to include attempts) of sexual assault and non-consensual sodomy, against adults are immediately reported to the MCIO, regardless of the severity of the potential punishment authorized by the UCMJ once the investigation is completed, MCIOs shall submit case disposition data that satisfies the reporting requirements for DSAID.</li> <li>• (p19) ENCLOSURE 2. Service Secretaries shall require that reports of sexual assault be entered into DSAID by direct data entry by SARCs. Only SARCs who have, at a minimum, a favorable NAC, and are DoD Sexual Assault Advocate Certification Program (D-SAACP) certified are permitted access to enter sexual assault reports into DSAID.</li> <li>• (p23) ENCLOSURE 3. SAPRO shall oversee the development, implementation, maintenance, and function of the DSAID to meet congressional reporting requirements, support Military Service SAPR program management, and conduct DoD SAPRO oversight activities.</li> <li>• (p34) ENCLOSURE 5. Each Commander shall ensure that the final disposition of a sexual assault shall immediately be reported by the commander to the assigned MCIO. Dispositions on cases referred by MCIOs to other DoD law enforcement</li> </ul>
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agencies shall be immediately reported to the MCIOs upon their final disposition. MCIOs shall request dispositions on referred cases from civilian law enforcement agencies and, if received, those dispositions shall be immediately reported by the MCIO in DSAID in order to meet the congressional annual reporting requirements. When requested by MCIOs and other DoD law enforcement, commanders shall provide final disposition of sexual assault cases. Final case disposition is required to be inputted into DSAID.

- (p35) ENCLOSURE 5. Each Commander shall require that sexual assault reports be entered into DSAID by direct data entry by authorized personnel.
- (p45) ENCLOSURE 6. The SARC shall inform the victim that the DD Form 2910 will be uploaded to DSAID and maintained for 50 years in Unrestricted Reports for the purpose of providing the victim access to document their sexual assault victimization with the VA for care and benefits.
- (p48) ENCLOSURE 6. The SARC shall enter information into DSAID within 48 hours of the report of sexual assault. In deployed locations that have internet connectivity issues, the time frame is extended to 96 hours. SARCs will maintain in DSAID an account of the services referred to and requested by the victim for all reported sexual assault incidents, from medical treatment through counseling, and from the time of the initial report of a sexual assault through the final case disposition or until the victim no longer desires services. Note: for Restricted Reports - no personally identifiable information (PII) is included in DSAID.
- (p58) ENCLOSURE 9. The Case Management Group Chair shall ensure that commander(s) of the Service member(s), who is a subject of a sexual assault allegation, provide in writing all disposition data, to include any administrative or judicial action taken, stemming from the sexual assault investigation to the MCIO. Information provided by commanders is used to meet the Department's requirements for the submission of criminal history data to the Criminal Justice Information System, Federal Bureau of Investigation; and to record the disposition of offenders into DSAID. Require that case dispositions are communicated to the sexual assault victim within 2 business days of the final disposition decision. The CMG chair will require that the appropriate paperwork (pursuant to Service regulation) is submitted for each case disposition within 24 hours, which shall be inputted into DSAID or a DSAID Service interface system by the designated officials.
- (p58) ENCLOSURE 9. The Case Management Group Co-Chair shall confirm that all reported sexual assaults are entered into DSAID within 48 hours of the report of sexual assault. In deployed locations that have internet connectivity issues, the time frame is extended to 96 hours. Confirm that only the SARC is inputting information into DSAID. Note: for Restricted Reports - no PII is included in DSAID.
- (p68) ENCLOSURE 10. The SARC training shall provide training on entering reports of sexual assault into DSAID by direct data entry. Provide training on potential discovery obligations regarding any notes entered in DSAID.
- (p77). ENCLOSURE 11. Details DSAID purpose.
- (p77) ENCLOSURE 11. Details DSAID procedures.
- (p77-78) ENCLOSURE 11. Details DSAID notification procedure and record access procedures.
- (p81) APPENDIX TO ENCLOSURE 12. Substantiated Report Disposition

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	<p>Descriptions for each offender, any court-martial sentence and non-judicial punishment administered by commanders pursuant to Article 15 of the UCMJ is reported annually to the DoD in the case synopses or via DSAID.</p> <p>DoDI 5505.18, “ Investigation of Adult Sexual Assault in the Department of Defense”, January 25, 2013;  <a href="http://www.dtic.mil/whs/directives/corres/pdf/550518p.pdf">http://www.dtic.mil/whs/directives/corres/pdf/550518p.pdf</a></p> <ul style="list-style-type: none"> <li>• (p18) ENCLOSURE 2. All Military Criminal Investigators will make available unrestricted sexual assault data elements, including the investigative case number, for incorporation into DSAID.</li> </ul> <p>(DOD IG): DoD Instruction 5505.18, “Investigation of Adult Sexual Assault in the Department of Defense” dated January 25, 2013, incorporating Change 1, May 1, 2013, Enclosure 2, paragraph 12, requires the MCIOs to make available unrestricted sexual assault data elements from their investigative databases for incorporation into the Defense Sexual Assault Incident Database (DSAID).</p>
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45a. Who is responsible for entering data into DSAID; and

DoD	<p>Data from Restricted and Unrestricted Reports is entered into DSAID through an interface with a Military Service data system or by direct data entry by a Sexual Assault Response Coordinator (SARCs). Only SARCs who have, at a minimum, a favorable NAC, and are D-SAACP certified are permitted access to enter sexual assault reports into DSAID. Note: for Restricted Reports - no PII is included in DSAID.</p> <ul style="list-style-type: none"> <li>• Reference: DoDI 6495.02, “Sexual Assault Prevention and Response (SAPR) Program Procedures”, March 28, 2013; (p19). ENCLOSURE 2. RESPONSIBILITIES. - Section (2) w. (1) and (2).  <a href="http://www.sapr.mil/public/docs/directives/649502p.pdf">http://www.sapr.mil/public/docs/directives/649502p.pdf</a></li> </ul>
USA	<p>The policies concerning DSAID are contained in DODI 6495.01 (Sexual Assault Prevention and Response (SAPR) Program) and DODI 6495.02 (Sexual Assault Prevention and Response (SAPR) Program Procedures).</p> <p>a. The SARC is responsible for entering information into DSAID. Only SARCs who have, at a minimum, a favorable NAC shall be permitted access to enter sexual assault reports into DSAID.</p>
USAF	<p>DSAID is the system of record for the entire Department of Defense. Each installation will have the capability and responsibility of entering information into the system. The lead Sexual Assault Response Coordinator (SARC) will track the status of sexual assault cases within their designated area of responsibility utilizing DSAIDs as the database. Only SARCs who, at a minimum, have a favorable NAC and are credentialed through National Organization of Victim Assistance (NOVA) shall be permitted access to enter sexual assault reports into DSAID.</p>
USN	<p>SECNAVINST 1752.4B directs the use of DSAID as the primary system of recording reported incidents of sexual assaults for the Navy and can be found at the following location:</p>

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	<p><a href="http://doni.daps.dla.mil/Directives/01000%20Military%20Personnel%20Support/01-700%20Morale,%20Community%20and%20Religious%20Services/1752.4B.pdf">http://doni.daps.dla.mil/Directives/01000%20Military%20Personnel%20Support/01-700%20Morale,%20Community%20and%20Religious%20Services/1752.4B.pdf</a></p> <p>SARCs must enter information related to reported sexual assaults into DSAID within 48 hours of the initial report. In deployed locations that have internet connectivity issues, the time frame is extended to 96 hours. Only SARCs who have, at a minimum, a favorable National Agency Check (NAC) are permitted access to enter sexual assault reports into DSAID.</p> <p>SARCs must also maintain in DSAID, or the DSAID-interfaced Military Service data system, an account of the services referred to and requested by the victim for all reported sexual assault incidents, from medical treatment through counseling, and from the time of the initial report of a sexual assault through the final case disposition or until the victim no longer desires services.</p> <p>Finally, Commanders are required to provide reports of disposition of sexual assault cases to NCIS, who enters the information into DSAID.</p>
USMC	SARCs are responsible for entering data into DSAID.
USCG	In January 2014, the SARCs will begin to enter new data into DSAID (prior closed cases will not be entered), using the metrics that DoD SAPRO has populated into DSAID. The DSAID metrics match the Congressional requirements for data collection.

45b. When information must be entered following a report of sexual assault.

DoD	<p>The SARC must enter Restricted and Unrestricted Report information into DSAID within 48 hours of the report of sexual assault. In deployed locations that have internet connectivity issues, the time frame is extended to 96 hours. Note: for Restricted Reports - no PII is included in DSAID.</p> <ul style="list-style-type: none"> <li>Reference: DoDI 6495.02, "Sexual Assault Prevention and Response (SAPR) Program Procedures", March 28, 2013; (p48). ENCLOSURE 6. SARC AND SAPR VA PROCEDURES. - Section (22). (a) and (b).</li> </ul> <p><a href="http://www.sapr.mil/public/docs/directives/649502p.pdf">http://www.sapr.mil/public/docs/directives/649502p.pdf</a></p>
USA	<p>b. Information will be entered into DSAID within 48 hours of the report of sexual assault. In deployed locations that have internet connectivity issues, the time frame is extended to 96 hours. The minimum standard to open a case is controlled by DoD/DSAID. In DSAID, there are two options to open a case: a normal option and a "with limited data" option. Closing a report requires that you provide information in all of the mandatory DSAID fields. The information within the DD Form 2910 will be uploaded to DSAID and maintained for 50 years in Unrestricted Reports and retained in hard copy for 5 years in Restricted Reports, for the purpose of providing the victim access to document their sexual assault victimization with the VA for care and benefits. However, at the request of a Service member who files a Restricted Report on an incident of sexual assault, the DD Forms 2910 and 2911 filed in connection with the Restricted Report shall be retained for 50 years.</p>
USAF	Within 48 hours of the report of sexual assault.

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USN	See consolidated answer in 45a.
USMC	Information is entered into DSAID within 48 hours of the report of sexual assault. In deployed locations that have internet connectivity issues, the time frame is extended to 96 hours.
USCG	See 45a.

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