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To: AL ALARACT(UC), ALARACT	

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THIS MESSAGE HAS BEEN TRANSMITTED BY USAITA ON BEHALF OF DA WASHINGTON DC//ASA(M&RA)/DCS G-1//

SUBJECT: HQDA EXORD 161-13 SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION PROGRAM ARMY STAND-DOWN.

(U) REFERENCES:

REF/A/ DEPARTMENT OF DEFENSE MEMORANDUM SEXUAL ASSAULT PREVENTION AND RESPONSE STAND-DOWN, 17 MAY 2013//

REF/B/ (SEC)RETARY OF THE ARMY (SECARMY) MEMORANDUM ENSURING THE QUALITY OF SEXUAL ASSAULT RESPONSE COORDINATORS, SEXUAL ASSAULT PREVENTION AND RESPONSE VICTIM ADVOCATES AND OTHERS IN IDENTIFIED POSITIONS OF SIGNIFICANT TRUST AND AUTHORITY, 28 MAY 2013//

REF/C/ARMY REGULATION 600-20 ARMY COMMAND POLICY, 18 MAR 2008 (*RAR 9/20/2012)//

REF/D/ DEPARTMENT OF DEFENSE INSTRUCTION 1402.5 CRIMINAL HISTORY BACKGROUND CHECKS ON INDIVIDUALS IN CHILD CARE SERVICES, 19 JAN 1993.

REF/E/ PERSONNEL SUITABILITY SCREENING POLICY, 2008//

REF/F/ (SEC)RETARY OF THE ARMY MEMORANDUM ARMY SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION STAND-DOWN PLAN

REF/G/ ARMY REGULATION 614-200, ENLISTED ASSIGNMENTS AND UTILIZATION MANAGEMENT, 11 OCT 2011//

REF/H/ ARMY REGULATION 614-100, OFFICER ASSIGNMENT POLICIES, DETAILS, AND TRANSFERS, 10 JAN 2006//

REF/I/ ARMY REGULATION 601-1, 10/12/2007, ASSIGNMENT OF ENLISTED PERSONNEL TO THE U.S. ARMY RECRUITING COMMAND (*RAR 002, 09/06/2011//

REF/J/HQDA EXORD 221-12, 2012 SEXUAL HARASSMENT ASSAULT RESPONSE AND PREVENTION PROGRAM SYNCHRONIZATION ORDER, 25 JUN 2012//

REF/K/ARMY REGULATION 340-21, THE ARMY PRIVACY PROGRAM, 5 JULY 1985//

1. (U) SITUATION.

1.A. ON 17 MAY 2013, THE (SEC)RETARY OF DEFENSE (SECDEF) SIGNED

A MEMORANDUM DIRECTING THE ARMY TO IMPLEMENT A SEXUAL ASSAULT PREVENTION AND RESPONSE STAND-DOWN. THE DIRECTIVE CONTAINS THREE MAJOR REQUIREMENTS FOR THE STAND-DOWN.

1.B. IN ADDITION, ON 28 MAY 2013, THE SECARMY SIGNED A MEMORANDUM PROVIDING ADDITIONAL GUIDANCE ON THE IMPLEMENTATION OF SCREENING FOR THE SEXUAL ASSAULT RESPONSE COORDINATORS (SARC), SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION (SHARP) VICTIM ADVOCATES (VA), RECRUITERS, DRILL SERGEANTS AND ADVANCED INDIVIDUAL TRAINING (AIT) PLATOON SERGEANTS.

2. (U) MISSION. NLT 01 JUL 2013 FOR THE ACTIVE COMPONENT AND 01 SEP 2013 FOR THE RESERVE COMPONENT, THE ARMY WILL CONDUCT LEADER ENGAGEMENTS, REFRESHER SHARP TRAINING, AND AN ACTIVE REVIEW OF QUALIFICATIONS FOR CURRENT MILITARY SARCS, SHARP VAS, RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS. THE ARMY WILL IMPLEMENT BROADENED SCREENING CRITERIA IN ACCORDANCE WITH (SEC)RETARY OF THE ARMY 28 MAY 2013 MEMORANDUM NLT 15 OCT 13, IN ORDER TO ENSURE THE BEST QUALIFIED ARE ASSIGNED TO THESE SPECIAL POSITIONS OF TRUST.

3. (U) EXECUTION.

3.A. INTENT. THIS ORDER INCORPORATES BOTH THE SECDEF AND SECARMY GUIDANCE. THE INTENT IS THREEFOLD. (1) TO PROVIDE GUIDANCE ON THE IMMEDIATE RECORDS REVIEW OF EXISTING SARC, SHARP VA, RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS AND THE IMPLEMENTATION OF BROADENED SCREENING REQUIREMENTS; (2) PROVIDE GUIDANCE ON THE REFRESHER TRAINING FOR SARCS, SHARP VAS, RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS AND THE LEADER ENGAGEMENT FOR THE TOTAL FORCE; (3) PROVIDE GUIDANCE ON INITIAL ACTIONS TO INSTITUTIONALIZE SCREENING PROCESSES, POLICIES AND PROCEDURES FOR POSITIONS OF TRUST AND AUTHORITY.

3.B. CONCEPT OF OPERATION. THE ARMY WILL IMPLEMENT THESE REQUIREMENTS IN THREE PHASES. THIS ORDER WILL ONLY COVER THE SCREENING OF MILITARY PERSONNEL IN PHASE I. FUTURE FRAGOS WILL PROVIDE GUIDANCE ON PHASES II AND III.

3.B.1. PHASE I BEGINS UPON RECEIPT OF THIS ORDER.

3.B.1.A. IN PHASE I, THE ARMY WILL CONDUCT A REVIEW OF QUALIFICATIONS OF MILITARY SARCS AND SHARP VAS IN THE ACTIVE COMPONENT, NATIONAL GUARD AND ARMY RESERVE (BOTH COLLATERAL AND FULL-TIME). RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS IN THE ACTIVE COMPONENT AND UNITED STATES ARMY RESERVE WILL NOT REQUIRE ANY NEW OR ADDITIONAL SCREENINGS, BUT RATHER A VALIDATION THAT ALL REQUIRED CHECKS WERE ACCOMPLISHED AND QUALIFICATIONS WERE MET BASED ON CURRENT CRITERIA AND

QUALIFICATIONS. ADDITIONALLY, FOR FULL-TIME SARCS AND VAS, THE ARMY WILL IMPLEMENT BROADENED SCREENING CRITERIA. NATIONAL GUARD SCREENING FOR RECRUITERS AND BROADENED SCREENING FOR RESERVE COMPONENT FULL-TIME SARCS AND VAS WILL BE ADDRESSED IN A FOLLOW-ON FRAGO. CIVILIAN EMPLOYEES AND MILTECHS IN THESE POSITIONS WILL BE ADDRESSED IN A FOLLOW-ON FRAGO.

3.B.1.B. ALL ARMY ORGANIZATIONS WILL CONDUCT REFRESHER SHARP TRAINING FOR SARCS, SHARP VAS, RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS IN ALL COMPOS (MILITARY AND CIVILIAN). TRAINING WILL BE COMMANDER/CIVILIAN SUPERVISOR LED AND DISCUSSION BASED. ALL ARMY ORGANIZATIONS WILL CONDUCT LEADER ENGAGEMENT WITH ALL SOLDIERS AND CIVILIANS ON SPECIFIC SHARP RELATED TOPICS. ENGAGEMENTS WILL BE SMALL GROUP DISCUSSION VERSUS LARGE ONE-WAY FORUMS. PHASE I WILL END ON OR ABOUT 1 SEP 13.

3.B.1.C. PHASE II, WHICH WILL EXPAND BROADENED SCREENING AND IMPLEMENT BEHAVIORAL HEALTH INTERVIEWS FOR ALL SARCS, SHARP VAS, RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS, WILL BE COVERED IN A FOLLOW-ON FRAGO.

3.B.1.D. PHASE III, WHICH WILL UPDATE POLICY, ESTABLISH DEPARTMENT-WIDE WORKGROUPS AND LESSONS LEARNED ANALYSIS, AND PROVIDE GUIDANCE TO THE FIELD ON FREQUENCY OF RESCREENING REQUIREMENTS, WILL BE COVERED IN A FOLLOW-ON FRAGO.

3.C. TASKS TO ARMY STAFF AND SUBORDINATE ORGANIZATIONS.

3.C.1. HQDA G-1.

3.C.1.A. IN COORDINATION WITH DA FOIA AND PRIVACY OFFICE, DEVELOP A CENTRAL REPORTING MECHANISM THAT IS IN COMPLIANCE WITH THE PRIVACY ACT AND THE ARMY PRIVACY PROGRAM AS ESTABLISHED IN REF K, THAT CONSOLIDATES ALL RESULTS OF THIS, AND FUTURE, RECORDS REVIEWS ON AN INSTALLATION-BY-INSTALLATION BASIS, AND ENSURE THAT THE RESULTS INCLUDE A BY-NAME CONFIRMATION THAT THE RECORDS REVIEW HAS BEEN COMPLETED, A LISTING OF THE RECORDS REVIEWED, AND THE RESULTING SUITABILITY DETERMINATION. REPORTING MECHANISM SHALL INCLUDE THE BEHAVIORAL HEALTH INTERVIEW PROCESS. DEVELOP A LONG TERM SOLUTION NLT 1 OCT 13.

3.C.1.B. PROVIDE RECOMMENDATIONS ON THE ROLES, RESPONSIBILITIES, AND QUALIFICATIONS OF THE SARC AND SHARP VA THROUGH THE ASSISTANT (SEC)RETARY OF THE ARMY MANPOWER AND RESERVE AFFAIRS (ASA(M&RA)) TO THE (SEC)RETARY OF THE ARMY NLT 1 JUL 13.

3.C.1.C. DEVELOP AND STAFF A RAPID ACTION REVISION OF AR 600-20 ARMY COMMAND POLICY TO INCLUDE UPDATED QUALIFICATION AND SCREENING CRITERIA FOR SARC AND SHARP VA POSITIONS.

3.C.1.D. UPDATE PERSONNEL SUITABILITY SCREENING POLICY TO INCLUDE BROADENED SCREENING CRITERIA FOR RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS AND ADDITIONALLY ADD SARCS

AND SHARP VAS TO THIS POLICY.

3.C.1.E. DEVELOP AND STAFF RAPID ACTION REVISIONS OF AR 614-200, ENLISTED ASSIGNMENTS AND UTILIZATION MANAGEMENT; AR 614-100, OFFICER ASSIGNMENT POLICIES, DETAILS, AND TRANSFERS; AND AR 601-1, ASSIGNMENT OF ENLISTED PERSONNEL TO THE U.S. ARMY RECRUITING COMMAND TO REFLECT THE CHANGES IN SCREENING REQUIREMENTS.

3.C.1.F. IN CONJUNCTION WITH HQDA G-2, ASSESS WHETHER THE DEPARTMENT OF DEFENSE CONSOLIDATED ADJUDICATION FACILITY (DODCAF) MAY SUPPORT HUMAN RESOURCES COMMAND CENTRALIZED BROADENED SCREENING BY CONDUCTING ADDITIONAL PERSONNEL SECURITY FILE SCREENINGS FOR SARC AND SHARP VAS. IF SUPPORT IS POSSIBLE, UPDATE APPLICABLE MEMORANDA OF AGREEMENT WITH DODCAF.

3.C.2. HQDA G-2.

3.C.2.A. ASSIST HQDA G-1 IN THEIR ASSESSMENT OF DODCAF ABILITY TO SUPPORT HRC AND, IF POSSIBLE, ASSIST IN UPDATING APPLICABLE MEMORANDA OF AGREEMENT WITH DODCAF.

3.C.3. HUMAN RESOURCES COMMAND.

3.C.3.A. INSPECT AVAILABLE RECORDS TO VALIDATE THAT PROPER BACKGROUND SCREENINGS WERE COMPLETED PRIOR TO APPOINTMENT FOR ALL ACTIVE DUTY AND ARMY RESERVE RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS (PHASE I). DO NOT RESCREEN, BUT RATHER INSPECT RECORDS TO ENSURE ALL PROPER SCREENING WAS COMPLETE. WHERE THERE IS NO RECORD OF A VALID AND COMPLETE BACKGROUND SCREENING, INITIATE A NEW BACKGROUND SCREENING AND CORRECT ANY SHORTCOMINGS. COMPLETE REVIEW OF SCREENING NLT 25 JUN 13.

3.C.3.B. PROVIDE A CONSOLIDATED COMPLETE REPORT ON RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS TO HQDA G-1 NLT 28 JUN 13. REPORT FORMAT IS AT [HTTPS://WWW.US.ARMY.MIL/SUITE/FILES/35558988](https://www.us.army.mil/suite/files/35558988).

3.C.3.C. CONDUCT CENTRALIZED BACKGROUND SCREENING USING THE CHECKLIST AT ANNEX A (PART 3) FOR ACTIVE COMPONENT BRIGADE FULL TIME SARC AND SHARP VAS. COMPLETE SCREENING AND PROVIDE FINDINGS TO THE GENERAL OFFICER APPOINTING/REMOVAL AUTHORITY FOR ADJUDICATION NLT 25 JUN 13.

3.C.4. THE INSPECTOR GENERAL.

3.C.4.A. ON ORDER, AFTER COMPLETION OF PHASE I, CONDUCT REVIEW OF COMMAND COMPLIANCE WITH THE TASK TO CONDUCT REFRESHER TRAINER AND LEADER ENGAGEMENT. THIS WILL INCLUDE BOTH A QUALITATIVE AND QUANTITATIVE REVIEW OF THE REFRESHER TRAINING AND LEADER ENGAGEMENTS. THIS IS A PHASE II TASK.

3.C.4.B. SUPPORT THE HRC, USAR AND NGB BROADENED SUITABILITY SCREENS FOR CURRENT AND NOMINATED FULL-TIME MILITARY SARCS AND FULL-TIME/PART-TIME SHARP VAS. THE ARMY IG WILL RELEASE SUMMARIES OF SUBSTANTIATED ALLEGATIONS AGAINST ACTIVE DUTY

PERSONNEL TO HRC. HRC MAY IN TURN RELEASE THESE SUMMARIES TO THE ACTIVE DUTY SARC/VA APPOINTING AUTHORITIES, WHO MAY USE THESE ONLY TO DETERMINE SUITABILITY FOR SARC/VA DUTY AND NOT TO SUPPORT ADVERSE ACTION OR FOR ANY OTHER PURPOSE. THE ARMY IG WILL RELEASE SUMMARIES OF SUBSTANTIATED ALLEGATIONS AGAINST USAR/ARNG PERSONNEL TO THE USAR/NGB G1. THE USAR/NGB G1 MAY IN TURN RELEASE THESE SUMMARIES TO THE USAR/ARNG SARC/VA APPOINTING AUTHORITIES, WHO MAY USE THESE ONLY TO DETERMINE SUITABILITY FOR SARC/VA DUTY AND NOT TO SUPPORT ADVERSE ACTION OR FOR ANY OTHER PURPOSE.

3.C.5. CHIEF, NATIONAL GUARD BUREAU.

3.C.5.A. USE THE CHECKLIST AT ANNEX A (PART ONE ONLY) TO REVIEW THE SCREENING OF ALL MILITARY SARCS AND SHARP VAS (BOTH FULL TIME AND COLLATERAL DUTY)(PHASE I). ENSURE PREVIOUS SCREENINGS USED FOR RECRUITERS ARE REVIEWED. THE INTENT IS NOT TO RESCREEN, BUT RATHER INSPECT RECORDS TO ENSURE ALL PROPER SCREENING WAS COMPLETE AND THEN IDENTIFY AND CORRECT ANY SHORTCOMINGS. SEE COORDINATING INSTRUCTIONS ON STANDARDS FOR LOCAL POLICE CHECKS. FOR SARCS AND SHARP VAS, CURRENT SCREENING STANDARDS ARE OUTLINED IN REFERENCE I. COMPLETE REVIEW OF SCREENING NLT 26 AUG 13.

3.C.5.B. PROVIDE A COMPLETE REPORT TO HQDA G-1 NLT 28 AUG 13. REPORT FORMAT IS AT [HTTPS://WWW.US.ARMY.MIL/SUITE/FILES/35558988](https://www.us.army.mil/suite/files/35558988).

3.C.5.C. CONDUCT REFRESHER TRAINING FOR ALL SARCS, SHARP VAS, AND RECRUITERS (PHASE I). COMMANDERS WILL LEAD THE TRAINING. SEE COORDINATING INSTRUCTIONS FOR A LIST OF REQUIRED TRAINING. A LIST OF TRAINING REFERENCES CAN BE FOUND AT ANNEX B.

3.C.5.D. REFRESHER TRAINING MUST BE COMPLETE NLT 26 AUG 2013. PROVIDE A MEMORANDUM SIGNED BY A GENERAL OFFICER OR EQUIVALENT CERTIFYING COMPLETION OF THE TRAINING NLT 28 AUG 2013 TO HQDA G-1.

3.C.5.E. CONDUCT LEADER ENGAGEMENT ACROSS THE TOTAL FORCE WITH ALL SOLDIERS AND CIVILIANS. COMMANDERS AND SUPERVISORS WILL CONDUCT THESE ENGAGEMENTS IN SMALL GROUPS. SEE COORDINATING INSTRUCTIONS FOR A LIST OF REQUIRED LEADER ENGAGEMENT TOPICS. REFERENCES FOR THESE ENGAGEMENTS CAN BE FOUND IN ANNEX C. SEE 3.D.20. FOR LABOR UNION CONSIDERATIONS.

3.C.5.F. LEADER ENGAGEMENT MUST BE COMPLETE NLT 26 AUG 2013. PROVIDE A MEMORANDUM SIGNED BY A GENERAL OFFICER OR EQUIVALENT CERTIFYING COMPLETION OF THE ENGAGEMENTS TO ALL SOLDIERS AND CIVILIAN EMPLOYEES NLT 28 AUG 2013 TO HQDA G-1.

3.C.6. COMMANDING GENERALS, ARMY COMMANDS (ACOM), COMMANDERS, ARMY SERVICE COMPONENT COMMANDS (ASCC), AND COMMANDERS, DIRECT REPORTING UNITS (DRU).

3.C.6.A. CONDUCT REVIEW (PHASE I). USE THE CHECKLIST AT ANNEX A (PART ONE) TO REVIEW THE SCREENING OF ALL SARCS AND SHARP VAS (BOTH FULL TIME AND COLLATERAL DUTY). THE INTENT IS NOT TO RESCREEN, BUT RATHER INSPECT RECORDS TO ENSURE ALL PROPER SCREENING WAS COMPLETE AND THEN IDENTIFY AND CORRECT ANY SHORTCOMINGS. SEE COORDINATING INSTRUCTIONS ON STANDARDS FOR LOCAL POLICE CHECKS. FOR SARCS AND SHARP VAS, CURRENT SCREENING STANDARDS ARE OUTLINED IN REFERENCE J. COMPLETE ACTIVE DUTY REVIEW OF SCREENING NLT 25 JUN 13 AND THE RESERVE COMPONENT REVIEW NLT 26 AUG 13.

3.C.6.B. CONDUCT PHASE I LOCAL BROADENED SCREENING, FOR ACTIVE, FULL-TIME BRIGADE SARC AND SHARP VAS, (USE PART 2 OF ANNEX A). BROADENED SCREENING INCLUDES: ARMY SUBSTANCE ABUSE PROGRAM (ASAP) FILES AND FAMILY ADVOCACY/THE ARMY CENTRAL REGISTRY. FOR ACTIVE DUTY FULL-TIME SARC AND SHARP VAS, COMPLETE THE LOCAL BROADENED SCREENING NLT 25 JUN 13. GUIDANCE ON THE RESERVE COMPONENT BROADENED SCREENING WILL BE COVERED IN FUTURE FRAGOS.

3.C.6.C. GO/SES APPOINTING/REMOVAL OFFICIALS FOR SARCS AND FIRST GO/SES IN CHAIN OF COMMAND FOR VAS MUST REVIEW THE SCREENING RESULTS FOR ALL SARCS AND VAS. SEE COORDINATING INSTRUCTIONS FOR ACTIONS REQUIRED IF DEROGATORY INFORMATION IS FOUND.

3.C.6.D. GO/SES APPOINTING/REMOVAL OFFICIALS FOR FULL-TIME BRIGADE SARCS AND FIRST GO/SES IN CHAIN OF COMMAND FOR FULL-TIME BRIGADE SHARP VAS MUST REVIEW INPUT FROM HUMAN RESOURCES COMMAND CENTRALIZED BACKGROUND SCREENING, BROADENED LOCAL SCREENING AND REVIEW OF PREVIOUS LOCAL SCREENING (USE CHECKLIST AT ANNEX A). SEE COORDINATING INSTRUCTION FOR ACTIONS REQUIRED IF DEROGATORY INFORMATION IS FOUND.

3.C.6.E. PROVIDE A CONSOLIDATED COMPLETE REPORT TO HQDA G-1 NLT 28 JUN 13. REPORT FORMAT IS AT [HTTPS://WWW.US.ARMY.MIL/SUITE/FILES/35558988](https://www.us.army.mil/suite/files/35558988).

3.C.6.F. CONDUCT PHASE I REFRESHER TRAINING FOR ALL SARCS AND SHARP VAS. COMMANDERS/CIVILIAN SUPERVISOR WILL LEAD THE TRAINING. SEE COORDINATING INSTRUCTIONS FOR A LIST OF REQUIRED TRAINING TOPICS. TRAINING REFERENCES FOR THIS TRAINING CAN BE FOUND IN ANNEX B.

3.C.6.G. COMPLETE REFRESHER TRAINING NLT 26 JUN 2013 FOR THE ACTIVE COMPONENT (AC) AND 26 AUG 2013 FOR THE RESERVE COMPONENT (RC). PROVIDE A MEMORANDUM SIGNED BY A GENERAL OFFICER OR EQUIVALENT CERTIFYING COMPLETION OF THE TRAINING NLT 28 JUN 2013 FOR THE AC AND 28 AUG 2013 FOR THE RC TO HQDA G-1.

3.C.6.H. CONDUCT LEADER ENGAGEMENT ACROSS THE TOTAL FORCE WITH ALL SOLDIERS AND CIVILIANS. COMMANDERS AND SUPERVISORS WILL CONDUCT THESE ENGAGEMENTS IN SMALL GROUPS. SEE COORDINATING INSTRUCTIONS FOR A LIST OF REQUIRED LEADER ENGAGEMENT TOPICS. REFERENCES FOR THESE ENGAGEMENTS CAN BE FOUND IN ANNEX C. SEE 3.D.20. FOR LABOR UNION CONSIDERATIONS.

3.C.6.I. LEADER ENGAGEMENT MUST BE COMPLETE NLT 26 JUN 2013 FOR THE AC AND 26 AUG 2013 FOR THE RC. PROVIDE A MEMORANDUM SIGNED BY A GENERAL OFFICER OR EQUIVALENT CERTIFYING COMPLETION OF THE ENGAGEMENTS TO ALL SOLDIERS AND CIVILIAN EMPLOYEES NLT 28 JUN 2013 FOR THE AC AND 28 AUG 2013 FOR THE RC TO HQDA G-1.

3.C.7. COMMANDER, TRAINING AND DOCTRINE COMMAND.

3.C.7.A. IN PHASE I, CONDUCT REFRESHER TRAINING FOR ALL RECRUITERS (ACTIVE AND RESERVE), DRILL SERGEANTS AND AIT PLATOON SERGEANTS. COMMANDERS WILL LEAD THE TRAINING. SEE COORDINATING INSTRUCTIONS FOR A LIST OF REQUIRED TRAINING TOPICS. TRAINING REFERENCES FOR REFRESHER TRAINING CAN BE FOUND IN ANNEX B.

3.C.7.B. REFRESHER TRAINING MUST BE COMPLETE NLT 26 JUN 2013. PROVIDE A MEMORANDUM SIGNED BY A GENERAL OFFICER OR EQUIVALENT CERTIFYING COMPLETION OF THE TRAINING FOR AC RECRUITERS NLT 28 JUN 2013 AND RESERVE RECRUITERS NLT 28 AUG 13 TO HQDA G-1. THIS CERTIFICATION MEMORANDUM CAN BE COMBINED WITH OTHER REFRESHER TRAINING REQUIREMENTS IN THE COMMAND.

3.D. COORDINATING INSTRUCTIONS.

3.D.1. REPORTS WILL BE SUBMITTED UTILIZING THE ARMY'S SAFE ACCESS FILE EXCHANGE (SAFE) WEB APPLICATION [HTTPS://SAFE.AMRDEC.ARMY.MIL/SAFE](https://safe.amrdec.army.mil/safe). EMAIL WILL NOT BE USED FOR TRANSMITTING PERSONALLY IDENTIFIABLE INFORMATION. THE RECIPIENT LIST IN THE SAFE WEB APPLICATION SHOULD INCLUDE SARAH.A.BERCAW.CIV@MAIL.MIL (SARAH BERCAW, 703-693-3727) AND ALLISON.L.STEWART2.MIL@MAIL.MIL (LTC ALLISON STEWART, 703-571-5345). PLEASE PROVIDE A CONTACT PHONE NUMBER IN THE DESCRIPTION AND SELECT "REQUIRE CAC FOR PICKUP". ONCE THE FILE IS UPLOADED, THE SAFE WEB APPLICATION WILL NOTIFY THE RECIPIENTS.

3.D.2. FUTURE FRAGOS WILL COVER PHASE II AND III REQUIREMENTS TO ENSURE ALL SECARMY AND SECDEF REQUIREMENTS ARE MET. LONG TERM SCREENING PROCEDURES WILL BE INCORPORATED INTO REVISIONS OF APPLICABLE ARMY REGULATIONS.

3.D.3. THIS INITIAL ORDER ONLY COVERS THE SCREENING OF SOLDIERS IN SARC AND VA POSITIONS. CIVILIAN SCREENING WILL BE COVERED IN FUTURE FRAGOS.

3.D.4. HRC WILL OVERSEE ALL CENTRALIZED SCREENING. FOR ISSUES REGARDING CENTRALIZED SCREENING, CONTACT HRC AT USARMY.KNOX.HRC.MBX.EPMD-EBSS@MAIL.MIL, PHONE 502-613-5859. A FUTURE FRAGO WILL OUTLINE HOW THE CENTRALIZED SCREENING IS CONDUCTED FOR THE RESERVE COMPONENT.

3.D.5. AUTHORITY TO APPOINT OR REMOVE SARCS IS WITH THE FIRST GENERAL OFFICER OR MEMBER OF THE SENIOR EXECUTIVE SERVICE IN THE SARC POSITION'S CHAIN OF COMMAND. AUTHORITY TO APPOINT A SHARP VA IS THE BRIGADE COMMANDER, OR HIS OR HER EQUIVALENT-LEVEL

COMMANDER OR CIVILIAN SUPERVISOR (SERVING IN A GRADE NO LOWER THAN COLONEL OR GS-15), WITH COGNIZANCE OVER THE POSITION; HOWEVER, REMOVAL AUTHORITY FOR SHARP VAS (AND WAIVER AUTHORITY FOR DEROGATORY INFORMATION) IS WITH THE FIRST GENERAL OFFICER OR SES IN THE CHAIN OF COMMAND/RESPONSIBILITY. DESIGNATION AS AN APPOINTING AUTHORITY MAY NOT BE TRANSFERRED OR DELEGATED. SEE ANNEX F FOR MATRIX SUMMARIZING THESE AUTHORITIES.

3.D.6. FOR THE RESERVE COMPONENT, DEROGATORY INFORMATION WILL BE RELEASED TO THE NATIONAL GUARD BUREAU G-1 AND TO THE USARC G-1. THE USAR/NGB G1 MAY IN TURN RELEASE THESE SUMMARIES TO THE USAR/ARNG SARC/VA APPOINTING AUTHORITIES, WHO MAY USE THESE ONLY TO DETERMINE SUITABILITY FOR SARC/VA DUTY AND NOT TO SUPPORT ADVERSE ACTION OR FOR ANY OTHER PURPOSE.

3.D.7. CG, HRC IS THE APPOINTMENT AUTHORITY AND WAIVER AUTHORITY FOR ALL RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS. THE REMOVAL AUTHORITY FOR DRILL SERGEANTS AND AIT PLATOON SERGEANTS IS CG, TRADOC AND FOR RECRUITERS IS CG, USAREC.

3.D.8. DCS G-1 IS THE WAIVER AUTHORITY FOR RANK REQUIREMENTS FOR SARC AND VAS.

3.D.9. WAIVERABLE AND NON-WAIVERABLE OFFENSES ARE LISTED IN ANNEX D TYPE I / TYPE II OFFENSES.

3.D.10. IF, UPON COMPLETION OF BROADENED LOCAL OR CENTRALIZED BACKGROUND SCREENING, A TYPE I, OR NON-WAIVERABLE, OFFENSE IS DISCOVERED, PERSONNEL CONDUCTING THE SCREENING MUST INFORM THE GENERAL OFFICER REMOVAL AUTHORITY. REMOVAL AUTHORITY MUST IMMEDIATELY REMOVE THE SARC, SHARP VA, RECRUITER, DRILL SERGEANT OR AIT PLATOON SERGEANT FROM THEIR DUTIES. FOR THOSE NOT IN THE POSITION YET, FURTHER SCREENING WILL CEASE AND THE APPOINTING OFFICIAL SHOULD NOMINATE A REPLACEMENT.

3.D.11. IF A SCREENING ITEM IS MISSING DURING THE INITIAL RECORDS REVIEW, THE SCREENING MUST BE DONE IMMEDIATELY. IF THE MISSING SCREENING ITEM CANNOT BE COMPLETED IMMEDIATELY, THE APPOINTING AUTHORITY WILL DETERMINE WHETHER TO TEMPORARILY SUSPEND THE INDIVIDUAL UNTIL THE SCREENING IS COMPLETE.

3.D.12. IF A TYPE II OR WAIVERABLE OFFENSE IS FOUND, THE REMOVAL AUTHORITY WILL DETERMINE WHETHER TO WAIVE THE DEROGATORY INFORMATION. IF A WAIVER IS NOT GRANTED, THE REMOVAL AUTHORITY MUST IMMEDIATELY REMOVE THE SARC, SHARP VA, RECRUITER, DRILL SERGEANT OR AIT PLATOON SERGEANT FROM THEIR DUTIES. FOR THOSE NOT IN THE POSITION YET, FURTHER SCREENING WILL CEASE AND THE APPOINTING OFFICIAL SHOULD NOMINATE A REPLACEMENT. IF A WAIVER IS GRANTED, THE REMOVAL AUTHORITY WILL SIGN A MEMORANDUM FOR RECORD ARTICULATING THE RATIONALE FOR THE WAIVER AND WHY THE INDIVIDUAL IS STILL THE BEST SUITED TO SERVE IN THAT POSITION.

3.D.13. ANY COMMANDER OR SUPERVISOR CONTEMPLATING ADVERSE ACTION AS THE RESULT OF COMPLIANCE WITH THIS ORDER WILL CONSULT WITH HIS/HER SERVICING LEGAL ADVISOR BEFORE TAKING ACTION.

3.D.14. IF A GAP IN SARC OR VA SERVICES IS CREATED BY A SUSPENSION OF A SARC OR SHARP VA, THE COMMAND SHOULD WORK TO DEVELOP A MITIGATION STRATEGY IN CONJUNCTION WITH DCS G-1 TO ENSURE VICTIM CARE IS NOT DEGRADED.

3.D.15. A BY-PHASE MATRIX OF ALL CENTRALIZED BACKGROUND SCREENING AND BROADENED LOCAL SCREENING REQUIREMENTS IS PROVIDED IN ANNEX F.

3.D.16. FUTURE FRAGOS WILL ADDRESS BEHAVIORAL HEALTH REQUIREMENTS. COMMANDS SHOULD AWAIT GUIDANCE BEFORE TAKING ANY ACTION ON THESE INTERVIEWS.

3.D.17. DEPARTMENT OF JUSTICE SEX OFFENDER REGISTRY CAN BE CHECKED AT [HTTP://WWW.NSOPW.GOV](http://www.nsopw.gov).

3.D.18. FOR INITIAL SCREENING ONLY, REFERENCE B AND THIS EXORD WILL SERVE AS AUTHORITY TO RELEASE ADVERSE INFORMATION ON SARCS AND SHARP VA CANDIDATES TO ARMY HUMAN RESOURCES COMMAND, UNITED STATES ARMY RESERVE G-1 AND THE ARMY NATIONAL GUARD G-1. AUTHORITY FOR FUTURE SCREENING WILL BE INCORPORATED INTO APPLICABLE REGULATIONS.

3.D.19. LOCAL POLICE CHECKS IN THE PAST HAVE BEEN ACCOMPLISHED IN MULTIPLE WAYS. TO CONDUCT LOCAL POLICE CHECKS IN A STANDARD MANNER, THE INSTALLATION PROVOST MARSHAL (PM)/DEPARTMENT OF EMERGENCY SERVICES (DES), MUST CHECK THE NAME OF THE SARC AND SHARP VA AGAINST THE STATE LAW ENFORCEMENT DATABASES TO DETERMINE IF THEY HAVE RECORDS OF CRIMINAL OFFENSES AND/OR MOVING VIOLATIONS. THE PM/DES MUST QUERY THEIR AVAILABLE STATE POLICE DATABASES WHERE THE APPLICANT RESIDED DURING THE 2 YEARS PRECEDING THE DATE OF THE SCREENING. IF THE APPLICANT RESIDED IN MORE THAN ONE STATE DURING THE PREVIOUS 2 YEARS, A STATE POLICE RECORD CHECK MUST BE CONDUCTED FOR EACH STATE WHERE PERMITTED BY STATE LAW AND ACCESS IS AVAILABLE TO THE PM/DES.

3.D.20. ACTIVITIES SHOULD COORDINATE WITH THEIR SERVICING CIVILIAN PERSONNEL ADVISORY CENTER (CPAC) TO DETERMINE ASSOCIATED LABOR RELATIONS OBLIGATIONS WITH THIS EFFORT PRIOR TO SCHEDULING OR IMPLEMENTATION.

3.D.21. COMMANDER/CIVILIAN SUPERVISOR LEAD REFRESHER TRAINING WILL INCLUDE, AT A MINIMUM: LEADERSHIP, PROFESSIONAL ETHICS AND THE WARRIOR ETHOS; THE APPLICATION OF ARMY VALUES AND HOW THEY RELATE TO THE PREVENTION AND RESPONSE TO SEXUAL HARASSMENT AND SEXUAL ASSAULT; PRIVACY AND SENSITIVITY WITH VICTIM REPORTS; TRUST AND AUTHORITY INHERENT TO DUTY POSITION; AND EXAMPLES OF HOW SEXUAL HARASSMENT AND ASSAULT DEGRADE ARMY READINESS AND COHESION. THE INTENDED OUTCOME OF THIS TRAINING CAN BE FOUND IN REFERENCE A.

3.D.22. REFRESHER TRAINING IS INTENDED TO BE INTERACTIVE DISCUSSION-BASED RATHER THAN POWERPOINT DRIVEN. COMMANDERS/CIVILIAN SUPERVISORS ARE EXPECTED TO TAKE PROVIDED TRAINING REFERENCES AND DEVELOP A TRAINING PLAN THAT IS

MEANINGFUL TO THEIR PERSONNEL. THERE IS NO TIME REQUIREMENTS ASSOCIATED WITH THIS TRAINING; HOWEVER, COMMANDERS/CIVILIAN SUPERVISORS MUST COVER THE REQUIRED TOPICS LISTED ABOVE.

3.D.23. LEADER ENGAGEMENT, AT A MINIMUM, WILL ADDRESS THE FOCUS AND OPERATION OF THE ARMY SHARP PROGRAM AND I. A.M. (INTERVENE, ACT, MOTIVATE) STRONG SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION CAMPAIGN; INDIVIDUAL RESPONSIBILITY AND ACCOUNTABILITY FOR MAINTAINING A CLIMATE OF DIGNITY AND RESPECT; IMPORTANCE OF INCULCATING ARMY VALUES IN DAILY OPERATIONS AND HOW THOSE VALUES RELATE TO THE PREVENTION AND RESPONSE TO SEXUAL HARASSMENT AND SEXUAL ASSAULT; POTENTIAL CONSEQUENCES FOR SEXUALLY BASED OFFENSES AND EXAMPLES OF HOW SEXUAL HARASSMENT AND SEXUAL ASSAULT ADVERSELY IMPACT OUR ARMY. THE INTENDED OUTCOME OF THIS ENGAGEMENT CAN BE FOUND IN REFERENCE A.

3.D.24. DURING DISCUSSION OF POTENTIAL CONSEQUENCES FOR SEXUALLY BASED OFFENSES, COMMANDER/SUPERVISORS MUST TAKE CARE TO AVOID POTENTIAL UNLAWFUL COMMAND INFLUENCE. CONSULT SERVICING LEGAL ADVISOR IF NECESSARY.

3.D.25. LEADER ENGAGEMENTS ARE INTENDED TO BE COMMANDER OR SUPERVISOR-LED AND SMALL GROUP DISCUSSION-BASED RATHER THAN LARGE GROUP BRIEFINGS RELYING ON ONE-WAY COMMUNICATION. COMMANDERS/CIVILIAN SUPERVISORS SHOULD WORK WITH THEIR SARC, EQUAL OPPORTUNITY ADVISORS, SHARP PROGRAM MANAGERS, AND STAFF JUDGE ADVOCATES TO PREPARE FOR THEIR ENGAGEMENTS.

3.D.26. ACTIVITIES ARE REMINDED THAT DA CIVILIANS MAY BE EXCUSED FROM REFRESHER TRAINING IF THEY BELIEVE THE TRAINING IS OFFENSIVE OR MAY BE EMOTIONALLY OR PSYCHOLOGICALLY STRESSFUL TO THEM. MANAGERS AND SUPERVISORS WHO EXCUSE DA CIVILIANS FROM THE TRAINING WILL OFFER THOSE EMPLOYEES ALTERNATIVES TO THE TRAINING SUCH AS WRITTEN MATERIALS.

3.D.27. OVERSEAS AND DEPLOYED COMMANDS WILL COORDINATE LEADER ENGAGEMENT AND REFRESHER TRAINING FOR ALL UNITS IN THE FOOTPRINT OR AREA OF RESPONSIBILITY (ALL COMPONENTS).

3.D.28. OFFICE OF THE ADMINISTRATIVE ASSISTANT (OAA), IN CONJUNCTION WITH THE DIRECTOR OF THE ARMY STAFF WILL COORDINATE THE ARMY STAFF'S INPUT.

3.D.29. A SMALL GROUP FOR THIS ORDER IS APPROXIMATELY 25 PEOPLE OR LESS.

3.D.30. PRIOR TO APPOINTMENT OF ANY FULL-TIME BRIGADE SARC OR SHARP VA AFTER THE PUBLICATION OF THIS ORDER, NOMINEES MUST UNDERGO BOTH CENTRALIZED BACKGROUND SCREENING AND THE BROADENED LOCAL SCREENING OUTLINED IN ANNEX A. COMPLETE PROCEDURES WILL BE ADDRESSED IN A SUBSEQUENT FRAGO.

3.D.31. ALL SUSPENSE DATES ARE OUTLINED IN ANNEX G.

4. (U) SUSTAINMENT. NOT USED.

5. (U) COMMAND AND SIGNAL. THE POINT OF CONTACT FOR THIS ORDER IS MS. SARAH BERCAW, 703-693-3727, SARAH.A.BERCAW.CIV@MAIL.MIL.

6. (U) EXPIRATION DATE OF THIS MESSAGE CANNOT BE DETERMINED.

ANNEX A: FULL TIME BDE-LEVEL SARC/VA SCREENING WORKSHEET

LAST NAME, FIRST NAME	
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IF ANY NON-WAIVERABLE OFFENSES ARE FOUND, THE SCREENING SHOULD CEASE AND THE RESPONSIBLE AUTHORITY SHOULD BE NOTIFIED THAT THE SOLDIER IS NOT QUALIFIED AND MUST BE REMOVED.

NOTES SHOULD BE USED TO TRACK ISSUES FOUND.

PART 1: REVIEW TO ENSURE REQUIRED CHECKS COMPLETE (COMPL NLT 25 JUN 13 FOR AC/26 AUG FOR RC)

	UNIT REQUIREMENTS	YES	NO	PENDING (ADD DATE)
1	APPOINTMENT ORDERS			
2	DEPLOYABLE			
3	TRAINING (80 HOURS)			
4	NOVA CREDENTIALING			
NOTES:				

	UNIT/INSTALLATION CHECKS	NO ISSUE	WAIVERABLE	NON-WAIVERABLE
1	RANK: SARC: SFC OR HIGHER, MAJ/CW3 OR HIGHER, OR GS-11 OR HIGHER. THE SHARP VA WILL BE A SSG OR HIGHER 1LT/CW2 OR HIGHER OR GS-9 OR HIGHER.			
2	DEPARTMENT OF JUSTICE NATIONAL SEX OFFENDER REGISTRY (SEE NOTE 1)			
3	LOCAL POLICE RECORD CHECK (SEE NOTE 2)			
NOTES:				

NOTE 1: [HTTP://WWW.NSOPW.GOV](http://www.nsopw.gov)

NOTE 2: SEE 3.D.19. FOR STANDARD FOR LOCAL POLICE CHECK.

PART 2: CONDUCT BROADENED LOCAL SCREENING AT UNIT/ INSTALLATION LEVEL (COMPLETE NLT 25 JUN 13 FOR AC/26 AUG 13 FOR RC)

	UNIT/INSTALLATION CHECKS	NO ISSUE	WAIVERABLE	NON-WAIVERABLE
1	ASAP			
2	FAMILY ADVOCACY (ARMY CENTRAL REGISTRY)			
NOTES:				

REVIEWER: _____ SIGNATURE: _____

SUPERVISOR: _____ SIGNATURE: _____

PART 3: CONDUCT CENTRALIZED BACKGROUND SCREENING COORDINATED THROUGH HRC (COMPLETE NLT 25 JUN 13 FOR AC/26 AUG 13 FOR RC)

	CENTRALIZED BACKGROUND SCREENING	NO ISSUE	WAIVERABLE	NON- WAIVERABLE
1	OMPF / R-FICHE REVIEW			
2	IG FILES			
3	CID/CRC DATABASES			
4	FAMILY ADVOCACY (ARMY CENTRAL REGISTRY)			
5	DEPARTMENT OF DEFENSE CENTRAL ADJUDICATION FILES			
6	PERSONNEL DATABASE OF RECORD			
NOTES:				

REVIEWER: _____ SIGNATURE: _____

SUPERVISOR: _____ SIGNATURE: _____

PART 4: BEHAVIORAL HEALTH SCREENING (DUE 15 OCT 13)

	CENTRALIZED CHECK	NO ISSUE	WAIVERABLE	NON- WAIVERABLE
1	BEHAVIORAL HEALTH FILE REVIEW			
2	FACE-TO-FACE BH INTERVIEW			
NOTES:				

REVIEWER: _____ SIGNATURE: _____

SUPERVISOR: _____ SIGNATURE: _____

ANNEX A: COLLATERAL SHARP VA SCREENING CHECKLIST

LAST NAME, FIRST NAME	
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IF ANY NON-WAIVERABLE OFFENSES ARE FOUND, THE SCREENING SHOULD CEASE AND THE RESPONSIBLE AUTHORITY SHOULD BE NOTIFIED THAT THE SOLDIER IS NOT QUALIFIED AND MUST BE REMOVED.

NOTES SHOULD BE USED TO TRACK ISSUES FOUND.

PART 1: REVIEW TO ENSURE REQUIRED CHECKS COMPLETE (COMPLETE 25 JUN 13 FOR AC/26 AUG 13FOR RC)

	UNIT REQUIREMENTS	YES	NO	PENDING (ADD DATE)
1	APPOINTMENT ORDERS			
2	DEPLOYABLE			
3	TRAINING (80 HOURS)			
4	NOVA CREDENTIALING			
NOTES:				

	UNIT/INSTALLATION CHECKS	NO ISSUE	WAIVERABLE	NON- WAIVERABLE
1	RANK: SARC: SFC OR HIGHER, MAJ/CW3 OR HIGHER, OR GS-11 OR HIGHER. THE SHARP VA WILL BE A SSG OR HIGHER 1LT/CW2 OR HIGHER OR GS-9 OR HIGHER.			
2	DEPARTMENT OF JUSTICE NATIONAL SEX OFFENDER REGISTRY (SEE NOTE 1)			
3	LOCAL POLICE RECORD CHECK (SEE NOTE 2)			
NOTES:				

NOTE 1: [HTTP://WWW.NSOPW.GOV](http://www.nsopw.gov)

NOTE 2: SEE 3.D.19. FOR STANDARD FOR LOCAL POLICE CHECK.

PART 2: CONDUCT BROADENED LOCAL SCREENING AT UNIT/ INSTALLATION LEVEL (COMPL ETE NLT 10 OCT 13 FOR AC/10 OCT 13FOR RC)

	UNIT/INSTALLATION CHECKS	NO ISSUE	WAIVERABLE	NON- WAIVERABLE
1	ASAP			
3	FAMILY ADVOCACY (ARMY CENTRAL REGISTRY)			
NOTES:				

REVIEWER: _____ SIGNATURE: _____

SUPERVISOR: _____ SIGNATURE: _____

PART 3: CONDUCT CENTRALIZED BACKGROUND SCREENING COORDINATED THROUGH HRC (COMPLETE NLT 10 OCT 13 FOR AC/10 OCT 13FOR RC)

	CENTRALIZED CHECK	NO ISSUE	WAIVERABLE	NON- WAIVERABLE
1	OMPF / R-FICHE REVIEW			
2	IG FILES			
3	CID/CRC DATABASES			
4	FAMILY ADVOCACY (ARMY CENTRAL REGISTRY))			
5	DEPARTMENT OF DEFENSE CENTRAL ADJUDICATION FACILITY			
6	PERSONNEL DATABASE OF RECORD			
NOTES:				

REVIEWER: _____ SIGNATURE: _____

SUPERVISOR: _____ SIGNATURE: _____

PART 4: BEHAVIORAL HEALTH SCREENING (DUE 15 OCT 13)

	CENTRALIZED CHECK	NO ISSUE	WAIVERABLE	NON- WAIVERABLE
1	BEHAVIORAL HEALTH FILE REVIEW			
2	FACE-TO-FACE BH INTERVIEW			
NOTES:				

REVIEWER: _____ SIGNATURE: _____

SUPERVISOR: _____ SIGNATURE: _____

ANNEX B: TRAINING REFERENCES FOR COMMANDER-LED REFRESHER TRAINING

IAW Paragraph 3.D.21. COMMANDERS/CIVILIAN SUPERVISORS ARE REQUIRED TO LEAD REFRESHER TRAINING THAT INCLUDES AS A MINIMUM A DISCUSSION OF LEADERSHIP, PROFESSIONAL ETHICS, THE WARRIOR ETHOS, APPLICATION OF ARMY VALUES TO PREVENTION AND RESPONSE TO SEXUAL HARASSMENT AND ASSAULT, PRIVACY AND SENSITIVITY WITH VICTIM REPORTS, TRUST AND AUTHORITY INHERENT TO DUTY POSITION, AND EXAMPLES OF HOW SEXUAL ASSAULT AND HARASSMENT DEGRADE ARMY READINESS AND COHESION.

MATERIALS PROVIDED TO ENABLE THIS LEADER EXECUTED TASK CAN BE LOCATED AT:

ARMY AKO SITE FOR SHARP REFRESHER TRAINING: <https://www.us.army.mil/suite/files/40380764>

- RECRUITERS: <https://www.us.army.mil/suite/files/40380961>
- DRILL SERGEANTS: <https://www.us.army.mil/suite/files/40380927>
- AIT PLATOON SERGEANTS : <https://www.us.army.mil/suite/files/40380908>
- TRAINING VIDEOS: <https://www.us.army.mil/suite/files/40380954>

SHARP: <http://www.sexualassault.army.mil/>

SHARP REFRESHER TRAINING (FOR SARCS/VAS)

COMMANDER'S CHECKLIST FOR UN(RES)TRICTED REPORTS

SAPR STANDOWN BRIEFING

TRAINING SUPPORT PACKAGES

ARMY VALUES/WARRIOR ETHOS: <http://www.army.mil/values/#>
<http://www.army.mil/values/warrior.html>

AMERICA'S ARMY OUR PROFESSION: <http://cape.army.mil/AAOP/AAOP%20Overview/overview.php>

ARMY ETHICS: <https://www.jagcnet2.army.mil/85257488005852E3/frmlogin?openform>

ANNEX C: TRAINING REFERENCES FOR LEADER ENGAGEMENTS

IAW Paragraph 3.D.23. LEADERS ENGAGEMENTS WILL, AT A MINIMUM, ADDRESS THE FOCUS AND OPERATION OF THE ARMY SHARP PROGRAM AND I. A.M. (INTERVENE,ACT, MOTIVATE) STRONG SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION CAMPAIGN; INDIVIDUAL RESPONSIBILITY AND ACCOUNTABILITY FOR MAINTAINING A COMMAND CLIMATE OF DIGNITY AND RESPECT; IMPORTANCE OF INCULCATING ARMY VALUES IN DAILY OPERATIONS AND HOW THOSE VALUES RELATE TO THE PREVENTION AND RESPONSE TO SEXUAL HARASSMENT AND SEXUAL ASSAULT; POTENTIAL CONSEQUENCES FOR SEXUALLY BASED OFFENSES AND EXAMPLE OF HOW SEXUAL HARASSMENT AND ASSAULT ADVERSELY IMPACT OUT ARMY.

MATERIALS PROVIDED TO ENABLE THIS LEADER EXECUTED TASK CAN BE LOCATED AT:

ARMY AKO SITE: <https://www.us.army.mil/suite/files/40380764>

TRAINING VIDEOS: <https://www.us.army.mil/suite/files/40380954>

SHARP: <http://www.sexualassault.army.mil/>

SHARP REFRESHER TRAINING

COMMANDER'S CHECKLIST FOR UN(RES)TRICTED REPORTS

SAPR STANDOWN BRIEFING

ARMY VALUES: <http://www.army.mil/values/#>

<http://www.army.mil/values/warrior.html>

AMERICA'S ARMY OUR PROFESSION - <http://cape.army.mil/AAOP/AAOP%20Overview/overview.php>

ANNEX D: TYPE I AND TYPE II REPORTS OF UNFAVORABLE INFORMATION OR OFFENSES

****THESE CRITERIA APPLY TO MILITARY ONLY****

TYPE I REPORTS: REPORTS OF UNFAVORABLE INFORMATION, OFFENSES, OR DISQUALIFYING CONDITIONS RESULTING IN MANDATORY PERMANENT DISQUALIFICATION FOR APPOINTMENT OR RETENTION AS A SARC, SHARP VA, RECRUITER, DRILL SERGEANT OR AIT PLATOON SERGEANT.

1. ANY CREDIBLE EVIDENCE OF CRIMINAL ACTIVITY INVOLVING A SEXUAL HARASSMENT; SEXUAL ASSAULT (ARTICLE 80, 120, AND 125); FAMILY MEMBER OR CHILD ABUSE; PANDERING; PROSTITUTION; ANY CRIMINAL OFFENSE RELATED TO PORNOGRAPHY (EXCEPT ARTICLE 92 VIOLATIONS) INCEST, BESTIALITY, ADULTERY, SEXUAL ACTIVITY WITH A SUBORDINATE OR FRATERNIZATION, STALKING.
2. CREDIBLE EVIDENCE OF CRIMINAL ACTIVITY INVOLVING DRUG ABUSE (USE, POSSESSION, DISTRIBUTION, MANUFACTURING), TO INCLUDE PRESCRIPTION MEDICATION AND SYNTHETIC DRUGS
3. ADVERSELY ADJUDICATED ACTION INVOLVING LARCENY/THEFT/FRAUD
4. ANY COURT-MARTIAL CONVICTION IN A SOLDIER'S CAREER
5. CONDUCT IN VIOLATION OF ARMY'S POLICY REGARDING PARTICIPATION IN EXTREMIST ORGANIZATIONS OR ACTIVITIES
6. ANY RELIEF FOR CAUSE NCOER OR OER
7. PREVIOUS SEPARATION FROM ANY SERVICE FOR ANY TYPE I OFFENSE OR MULTIPLE TYPE II OFFENSES
8. CURRENTLY FLAGGED, BARRED TO REENLISTMENT, OR CODED WITH ANY INFORMATION INDICATING LEGAL INVESTIGATION IS UNDERWAY
9. REPEAT OFFENDER (OR COMBINATION OF) TYPE TWO OFFENSES
10. PENDING MEB/PEB/MAR2.

TYPE II REPORTS: REPORTS OF UNFAVORABLE INFORMATION OR OFFENSES THAT HAVE OCCURRED IN THE LAST 5 YEARS, OR OTHER DISQUALIFYING CONDITIONS. THESE MAY BE WAIVED BY RESPONSIBLE APPOINTMENT AUTHORITY. AS EXPLAINED IN PARAGRAPH 3.D.12, IF WAIVER IS APPROVED THE REMOVAL AUTHORITY WILL PREPARE AND SIGN A MEMORANDUM FOR RECORD ARTICULATING THE RATIONALE FOR THE WAIVER AND WHY THE INDIVIDUAL IS STILL THE BEST SUITED TO SERVE IN THAT POSITION.

1. ANY SUBSTANTIATED ALCOHOL RELATED INCIDENT TO INCLUDE BUT NOT LIMITED TO OPERATING A MOTOR VEHICLE UNDER THE INFLUENCE OR WHILE ABILITY IS IMPAIRED
2. LARCENY/THEFT BELOW \$100 LEVEL
3. MINOR ASSAULT NOT LISTED IN TYPE I ABOVE.
4. SINGULAR DRUG USE OFFENSE BEYOND FIVE YEARS.
5. MISDEMEANOR LEVEL TRAFFIC OFFENSES (E.G., RECKLESS DRIVING)
6. INITIAL ENLISTMENT WAIVERS FOR DEROGATORY INFORMATION (NOT RELATED TO AN OFFENSE LISTED IN TYPE I)

7. LETTERS OR MEMORANDA OF REPRIMAND FOR OFFENSES OTHER THAN THOSE OFFENSES LISTED ABOVE IN TYPE I.
8. GOOD CONDUCT MEDAL DISQUALIFICATION MEMORANDUMS
9. PREVIOUS REDUCTION IN RANK OR REMOVAL FROM PROMOTION LIST
10. A NO ON ANY ARMY VALUES BLOCK ON NCOER OR OER
11. LINE OF DUTY OR MISCONDUCT REPORTS OF INVESTIGATION FOR OFFENSES OTHER THAN THOSE OFFENSES LISTED ABOVE IN TIER ONE.
12. APFT FAILURE OR NON-COMPLIANCE WITH BODY FAT STANDARDS OF AR 600 WITHIN PAST THREE YEARS
13. REVOKED, DENIED OR SUSPENDED SECURITY CLEARANCE.
14. OTHER UNFAVORABLE INFORMATION: ANY RECORD OF UNFAVORABLE INFORMATION OTHER THAN THE ABOVE IN THE PAST 3 YEARS.

ANNEX E: SCREENING MATRIX

- ALL CURRENT SCREENING WILL BE REVIEWED NLT 1 JUL FOR AC AND 1 SEP 13 FOR RC.
- PHASE 1 ADDED SCREENING WILL BE COMPLETE NLT 1 JUL FOR AC PHASE 2 ADDED SCREENINGS WILL BE COMPLETE NLT 15 OCT 13.
- ARNG BROADENED SCREENING WILL BE COVERED IN FOLLOW-ON FRAGO.

SCREENING CRITERIA	RESP AGENCY	SHARP PM	FULL-TIME SARC/SHARP VA	COLLATERAL DUTY SHARP VA	RECRUITERS	DRILL SERGEANTS	AIT PLATOON SERGEANTS
RANK	UNIT	N/A	CURRENT	CURRENT	N/A	N/A	N/A
DEPLOYABLE	UNIT	N/A	CURRENT	CURRENT	N/A	N/A	N/A
LETTER OF REC	UNIT	N/A	CURRENT	CURRENT	N/A	N/A	N/A
LOCAL POLICE CHECK	UNIT	ADD PHASE 2	CURRENT	CURRENT	ADD PHASE 2	ADD PHASE 2	ADD PHASE 2
ASAP	UNIT	ADD PHASE 2	ADD PHASE 1	ADD PHASE 2	ADD PHASE 2	ADD PHASE 2	ADD PHASE 2
DOJ NATIONAL SEX OFFENDER REGISTRY	UNIT	ADD PHASE 2	CURRENT	CURRENT	ADD PHASE 2	ADD PHASE 2	ADD PHASE 2
BEHAVIORAL HEALTH INTERVIEW	UNIT	ADD PHASE 2	ADD PHASE 2	ADD PHASE 2	CURRENT-AC/USAR ADD PHASE 2 ARNG	CURRENT-AC/USAR ADD PHASE 2 ARNG	ADD PHASE 2
FAMILY ADVOCACY (ARMY CENTRAL REGISTRY)	UNIT & HRC	ADD PHASE 2 (HRC)	CURRENT-UNIT LONG-TERM BY HRC (AC/USAR)	CURRENT-UNIT LONG-TERM BY HRC (AC/USAR)	CURRENT HRC (AC/USAR)	CURRENT HRC (AC/USAR)	CURRENT HRC (AC/USAR)
OMPF INCL R-FICHE REVIEW	HRC	ADD PHASE 2	ADD PHASE 1 (AC) PHASE 2 (USAR)	ADD PHASE 2	CURRENT (AC/USAR)	CURRENT (AC/USAR)	CURRENT (AC/USAR)
IG FILES	HRC	ADD PHASE 2	ADD PHASE 1 (AC) PHASE 2 (USAR)	ADD PHASE 2	CURRENT (AC/USAR) ADD PHASE II (ARNG)	CURRENT (AC/USAR) ADD PHASE II (ARNG)	CURRENT (AC/USAR)

SCREENING CRITERIA	RESP AGENCY	SHARP PM	FULL-TIME SARC/SHARP VA	COLLATERAL DUTY SHARP VA	RECRUITERS	DRILL SERGEANTS	AIT PLATOON SERGEANTS
CID/CRC DATABASES	HRC	ADD PHASE 2	ADD PHASE 1 (AC) PHASE 2 (RC)	ADD PHASE 2	CURRENT (AC/USAR)	CURRENT (AC/USAR)	CURRENT (AC/USAR)
DEPT OF DEF CENTRAL ADJ FAC (DoDCAF)	HRC	ADD PHASE 2	ADD PHASE 2	ADD PHASE 2	CURRENT	CURRENT	CURRENT

ANNEX F: AUTHORITY MATRIX

	APPOINTING	WAIVER	REMOVAL
SHARP PM (ALL COMPOS)	GENERAL OFFICER	GENERAL OFFICER	GENERAL OFFICER
SARC (AC)	GENERAL OFFICER	GENERAL OFFICER	GENERAL OFFICER
SARC (ARNG/USAR)	GENERAL OFFICER	NGB/USAR G-1 AND GENERAL OFFICER	GENERAL OFFICER
VA (AC)	O-6 COMMANDER OR GS-15 EQUIVALENT	1 ST GENERAL OFFICER IN CHAIN OF COMMAND	1 ST GENERAL OFFICER IN CHAIN OF COMMAND
VA (ARNG/USAR)	O-6 COMMANDER OR GS-15 EQUIVALENT	NGB/USAR G-1 AND 1 ST GENERAL OFFICER IN CHAIN OF COMMAND	1 ST GENERAL OFFICER IN CHAIN OF COMMAND
RECRUITERS (AC AND USAR)	HRC	HRC	USAREC
DRILL SERGEANTS (AC AND USAR)	HRC	HRC	TRADOC/USARC
RECRUITERS (NG)	TBD	TBD	TBD

ANNEX G: SUSPENSE DATE MATRIX

	ACTIVE UNITS	ARNG	USAR	G-1	HRC
REFRESHER TRAINING COMPLETE	26 JUN 13	26 AUG 13	28 AUG 13	N/A	N/A
LEADER ENGAGEMENT COMPLETE	26 JUN 13	26 AUG 13	28 AUG 13	N/A	N/A
REFRESHER TRAINING MEMORANDUM TO G-1	28 JUN 13	28 AUG 13	28 AUG 13	N/A	N/A
LEADER ENGAGEMENT MEMORANDUM TO G-1	28 JUN 13	28 AUG 13	28 AUG 13	N/A	N/A
REVIEW OF EXISTING SCREENING	25 JUN 13	28 AUG 13	28 AUG 13	N/A	N/A
BROADENED SCREENING COMPLETE (FULL TIME SARCS/SHARP VAS)	25 JUN 13	FRAGO	FRAGO	N/A	25 JUN 13
BY NAME REPORT OF PHASE ONE SCREENING TO G-1	28 JUN 13	28 AUG 13	28 AUG 13	N/A	28 AUG 13
REPORT TO SECDEF ON AC REF A REQUIREMENTS	N/A	N/A	N/A	1 JUL 13	N/A
REPORT TO SECDEF ON RC REF A REQUIREMENTS	N/A	N/A	N/A	1 SEP 13	N/A
RECOMMENDATIONS ON THE ROLE OF THE SARC AND SHARP VA	N/A	N/A	N/A	1 JUL 13	N/A
CENTRAL REPORTING MECHANISM	N/A	N/A	N/A	1 OCT 13	N/A
UPDATE PSSP				TBD	

	ACTIVE UNITS	ARNG	USAR	G-1	HRC
REGULATION UPDATE AR 600-20				TBD	
REGULATION UPDATE AR 600-20, AR 614-100, AR 614-200, AR 601-1				TBD	
DCAF MOA				TBD	