



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
HEADQUARTERS, 69TH AIR DEFENSE ARTILLERY BRIGADE
65021 TEDESCO WAY
FORT HOOD, TEXAS 76544

AFVL-LBC

3 June 2015

MEMORANDUM FOR RECORD

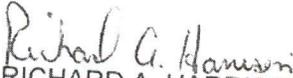
SUBJECT: 69th ADA Brigade Command Policy Letter #2, Sexual Harassment/ Assault Prevention Action Plan

1. We as Leaders must do everything we can within our command to prevent sexual assaults before they happen; properly address the crime if sexual assault should happen; and finally provide for recovery of the victim after the incident. We have established an action plan that addresses these three phases: **Prevention, Crisis, and Recovery.**
2. **PREVENTION:** Ensure that all Soldiers understand the destructiveness of sexual assaults and that there are serious consequences for both the offender and victim. Sexual assaults typically occur in unlocked barracks or government quarters on weekend nights, and most incidents involve alcohol. Tragically, victims usually know their attackers and this has a severe adverse effect on unit morale, discipline, and readiness. Leaders will brief Soldiers, as part of their periodic safety and force protection briefings, to avoid high risk situations that could lead to sexual assaults. Remind Soldiers to lock their room doors at all times, especially on weekend nights and other high-risk periods. There are several resources within our communities to assist commanders in giving preventive briefings or classes, to include the local Criminal Investigative Division (CID), Army Community Service (ACS) counselors, Chaplains, Unit SHARP Advocates, SARC and community medical professionals.
3. **CRISIS: If a sexual assault should occur, leaders must immediately notify SHARP then CID.** You cannot and will not wait for results of the investigation to determine whether an assault occurred and whether to support the victim. Support for the victim begins immediately upon report. Again ensure that the victim is placed in contact with SHARP Advocates, and then notify CID at once.
4. **RECOVERY:** I expect commanders take the lead on marshalling the assistance that victims will need to recover from this serious crime, to include: Chaplains, Victim Advocates, and Legal assistance. We must strive to offer victims of sexual assault the care and compassion they deserve as we thoroughly investigate their case.

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SUBJECT: 69th ADA Brigade Command Policy Letter 1, Sexual Harassment/ Assault Prevention

5. Every Soldier who is aware of a sexual assault should report the incident immediately to the SHARP Advocates or DoD Helpline (877)-995-5247. The installation Sexual Assault Hotline is open 24hrs hours a day, 7 days a week at (254) 28SHARP as well as victim services. **No retaliation or reprisal will be taken against any person who complains of or reports Sexual Assault.**
6. Finally, we must treat every Soldier in the command with proper dignity and respect. A Soldier accused of sexual assault is innocent until proven guilty. At the same time, throughout the investigation, we must immediately show compassion and support for the victim.
7. The more we as leaders demonstrate the Army Values, and demand those same values from our Soldiers, the less we will have to deal in Sexual Assault problems.
8. Commanders will ensure that all Soldiers assigned receive Sexual Harassment/ Assault prevention and awareness training on a quarterly basis and develop tracking mechanisms that ensure training has been conducted.
9. A copy of this letter will be posted on all unit bulletin boards.
10. Please feel free to contact the Brigade SARC/VA at 254-553-9346 or 254-220-6291 if you have any questions or concerns.


RICHARD A. HARRISON
COL, AD
Commanding