



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT JACKSON  
2400 JACKSON BOULEVARD  
FORT JACKSON SC 29207-5015

IMFJ-MWR-A

3 February 2016

MEMORANDUM FOR All Personnel, United States Army Garrison, Fort Jackson, SC

SUBJECT: Garrison Commander's Sexual Harassment/Assault Response and Prevention Program (SHARP) Policy Memorandum

1. REFERENCES:

- a. AR 600-20, Army Command Policy, Chapter 7 & Chapter 8, dated 06 November 2014
- b. ALARACT 007/2012 SHARP Program Implementation Guidance, dated 12 January 2012
- c. HQDA EXORD 221-12 SHARP Program Synchronization Order, dated 23 June 2012
- d. ALARACT 123-2011, Mandatory Unit SHARP Training, dated 04 April 2011

2. I am committed to providing a work environment that ensures all personnel are treated with dignity and respect. I expect your commitment and personal support to establish a command climate of mutual respect, trust and safety. Sexual harassment/assault is contrary to our Army Values, an assault on the Army way of life, and will not be tolerated. I am committed to fostering a culture that eliminates both from our ranks.

3. Sexual assault is punishable under the Uniform Code of Military Justice (UCMJ) and other federal and local civilian law. Sexual assault is defined as intentional sexual contact, characterized by the use of force, threat, abuse of authority, or when the victim does not or cannot consent.

a. **Restricted Reporting** allows a Soldier or Family member (age 18 or older) who is a sexual assault victim to confidentially disclose the details of the assault to designated personnel, receive medical treatment and counseling, without triggering the official investigative process. Sexual Assault Response Coordinators (SARC), Victim Advocates (VA), chaplains, and healthcare providers are considered designated personnel.

b. **Unrestricted Reporting** allows a Soldier or Family member (age 18 or older) who is a victim of sexual assault to receive medical treatment, counseling, and triggers an official investigation into the sexual assault. Victims may make an unrestricted report to a SARC, VA, chaplain, healthcare provider, law enforcement or the chain of command. Details regarding the incident will be limited to only those personnel who have a legitimate need to know.

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4. All federal crime victims have the following rights: The right to be treated with fairness and with respect for your dignity and privacy; the right to be reasonably protected from the accused offender; the right to be notified of court proceedings; the right to be present at all public court proceedings related to the offense, unless the court determines that your testimony would be materially affected if you as the victim heard other testimony at trial; the right to confer with the attorney for the government in the case; the right to available restitution; and the right to information about the conviction, sentencing, imprisonment, and release of the offender.

5. When commanders and directors are informed by victims of a sexual assault or when they receive information from a source not covered under restricted reporting, they will immediately contact the Criminal Investigation Division to initiate an investigation. Commanders and directors will also notify the Garrison SARC and the servicing Staff Judge Advocate to ensure the widest range of protection for victims, to include protection of their rights. Sexual assault services are available 24/7 at 803-543-3085 and 877-995-5247.

6. Sexual harassment is a form of gender discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Soldier and Civilian employees who believe that they are being sexually harassed are encouraged to:

- a. Identify the offensive behavior to the harasser and request that it stop.
- b. Discuss the situation with a supervisor, the Garrison SARC/VA, or the chain of command.

7. The Garrison SARC/VA will assist with informal complaints of sexual harassment. All formal complaints of sexual harassment reported by a service member will be taken by the Garrison SARC who can be reached at 751-6861. All formal complaints of sexual harassment reported by a civilian employee will be taken by the Equal Employment Opportunity Office at 751-5443, or alternate sexual harassment installation reporting agencies.

8. The chain of command will deal promptly with sexual harassment complaints. Unit commanders will investigate all cases, ensuring the complainant(s) are protected from any acts of threats or reprisal.

9. Leaders have a responsibility to ensure our Soldiers and Civilians do not become either victims or perpetrators of sexual harassment/assault. The primary means for reducing the potential for sexual harassment/assault are education, training, and active vigilance. Commanders/Directors will:

- a. Ensure Soldiers and Civilians for whom they are responsible are trained on SHARP annually. All military and civilians will attend annual SHARP refresher training and complete the online Standing Strong self-study.

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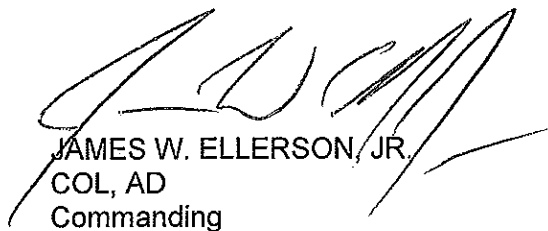
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b. Ensure that SHARP training is fully integrated into newcomer's briefs, training courses, and holiday and weekend safety briefings.

c. Monitor and assess the execution of the SHARP Program and policies at all levels.

d. Ensure prompt and appropriate action is taken to resolve allegations of sexual harassment by Soldiers, their Family members, and Civilian employees.

10. Together we can make a difference by committing ourselves to the elimination of sexual harassment/assault and supporting this policy in a spirit that promotes Fort Jackson as an exemplary place to train, work, and live.



JAMES W. ELLERSON, JR.  
COL, AD  
Commanding