



SECRETARY OF THE ARMY  
WASHINGTON

24 MAY 2013

MEMORANDUM FOR SECRETARY OF DEFENSE

SUBJECT: Army Sexual Harassment/Assault Response and Prevention (SHARP) Stand-down Plan

1. In response to your May 17, 2013, memorandum, please find outlined below the Army's plan for implementing a Department-wide Sexual Assault Prevention and Response stand-down.
2. As the cornerstone of the Army's plan, I intend to mandate an Army-wide comprehensive review of all currently serving Sexual Assault Response Coordinators (SARCs), Sexual Assault Prevention and Response Victim Advocates (SAPR VAs), and recruiters. Likewise, given that they occupy positions requiring similar trust, I will expand the scope of the Army's review to include drill sergeants and Advanced Individual Training (AIT) platoon sergeants, as well. The Army will complete this review no later than August 1, 2013. This review will both apply current selection criteria applicable to each of these key positions and incorporate a standardized behavioral health interview, to be conducted by an Army behavioral health professional.
3. Additionally, although the Army's current screening standard meets Department of Defense policy requirements, I have directed my staff to develop plans to enhance the suitability screening for SARC, SAPR VA, recruiter, drill sergeants and AIT platoon sergeant positions. These enhancements will better ensure that we select and retain only the best qualified personnel in all of these key positions. The Army also will review the role of the collateral duty SAPR VA and the effectiveness of these positions at battalion and lower levels.
4. The Army will conduct refresher training for all SARCs, SAPR VAs, recruiters, drill sergeants and AIT platoon sergeants. Commanders will lead the training.
  - a. At a minimum, this commander-centric training will address: the duties and responsibilities for SARCs, SAPR VAs, recruiters, drill sergeants and AIT platoon sergeants; leadership and 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; and examples of how sexual harassment and sexual assault degrade Army readiness and cohesion.
  - b. This training is intended to be interactive and discussion-based rather than a rote PowerPoint presentation. Commanders will be provided reference materials and training support packages on the required topics to use in developing their local training plans, but commanders will be charged to ensure that the training is relevant and meaningful to their personnel (see Encl 1 for a sample refresher training support package).

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c. All refresher training will be completed no later than June 26, 2013, for the active Army and August 26, 2013, for the reserve component.

5. The Army will conduct leader engagements across the Total Force with all Soldiers and Civilian employees.

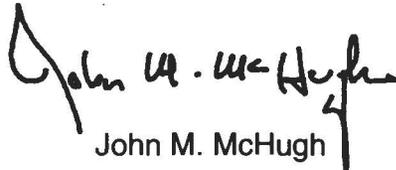
a. The Commanders of each Army Command, Army Service Component Command and Direct Reporting Unit will develop a leader engagement plan to reach out to all Soldiers and Civilian employees in their jurisdictions across the Army. These engagements will be commander-led and discussion-based rather than large group briefings relying on one-way communication.

b. At a minimum, these leadership engagements address the focus and operation of the Army SHARP program and I. A.M. (Intervene, Act and Motivate) Strong Campaign; leader and individual responsibility and accountability for maintaining a climate of dignity and respect; the importance of inculcating Army Values in daily operations and how those Values relate to the prevention and response to sexual harassment and sexual assault; and examples of how sexual harassment and sexual assault adversely impact our Army.

c. Commanders will work with their SARCs and Equal Opportunity Advisors to prepare for their engagements and will be provided a list of references to ensure that all the required topics are covered (See Encl 2).

d. All leader engagements will be completed no later than June 26, 2013, for the active Army and August 26, 2013, for the reserve component.

6. The Assistant Secretary of the Army for Manpower and Reserve Affairs and the Deputy Chief of Staff, G-1 will track completion and compliance with the Army SHARP Stand-down plan. The Inspector General of the Army is already planning to initiate, in the first quarter of fiscal year 2014, a review of commander compliance with the quantitative and qualitative components of our refresher training and leader engagement mandates. Be assured that the Army will work to institutionalize the tenets of this stand-down in our screening and training policies as well in our long-term SHARP Campaign Plan.



John M. McHugh

2 Encls

1. Sample Refresher Training Package
2. Reference List for Leader Engagement