



NATIONAL GUARD BUREAU

1636 DEFENSE PENTAGON
WASHINGTON DC 20301-1636


MAR 10 2009

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MEMORANDUM FOR THE ADJUTANTS GENERAL OF ALL STATES, PUERTO RICO, THE US VIRGIN ISLANDS, GUAM, AND THE COMMANDING GENERAL OF THE DISTRICT OF COLUMBIA

SUBJECT: (All States Log Number P09-0002) National Guard Sexual Assault Prevention and Response Program Emphasis

1. The National Guard Bureau established a joint Sexual Assault Prevention and Response (SAPR) program in 2005. The National Guard has developed a solid program that needs the support of every leader – officer and non-commissioned officer, commander, Soldier, and Airman. However, even more can be done.
2. It is essential that National Guard leaders at all levels promote a positive command climate where victims have the confidence to report sexual assault immediately. A comprehensive SAPR program must meet program requirements that include prevention through awareness training, reporting and joint response capability, victim advocacy, and accountability. Program instruction is found in memorandum J1-09-004.
3. I encourage you to support this program fully and reinforce the message that sexual assault is contrary to Army and Air Force values. We cannot lose sight of our ultimate goal, which is to eliminate this crime. Success requires our constant and unrelenting attention.
4. The points of contact for this program are COL Jane Helton at DSN 327-1460, 703-607-1460, or jane.helton@us.army.mil; or Ms. Jane Lux at DSN 329-0577, 703-601-0577, or jane.lux@us.army.mil. Additional program information is available at www.sapr.mil or https://gkoportal.ngb.army.mil/sites/J1_SAPR/default.aspx.
5. This memorandum will expire one year from the date of publication unless sooner rescinded or superseded.


CRAIG R. MCKINLEY
General, USAF
Chief, National Guard Bureau



NATIONAL GUARD BUREAU

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MEMORANDUM FOR ALL JOINT FORCE HEADQUARTERS - STATE J1 AND SEXUAL ASSAULT RESPONSE COORDINATORS

SUBJECT: National Guard Sexual Assault Prevention and Response Program Policy
Guidance (J1-09-004)

1. Purpose: To provide guidance on preventing and properly responding to sexual assault situations within the National Guard and military communities. Although the National Guard is making tremendous strides to eliminate sexual assaults, it continues to happen to our Soldiers and Airmen. Sexual assault is unacceptable and completely contrary to the values of the Army and Air Force.

2. The Department of Defense (DoD) Sexual Assault Prevention and Response (SAPR) Program, developed in 2006, applies to the Active Component as well as National Guard and Reserve members who are sexually assaulted when performing active service or inactive duty training (as defined by 10 USC 101(d)(3)). At the National Guard Bureau (NGB) we working to develop policy to assist the States in their development and implementation of the SAPR program. This program was established by DoDD 6495.01, DoDI 6495.02, Army Regulation (AR) 600-20 (Chapter 8), and the Air Force Instruction (AFI) 36-6001. The guidance, all of which was updated in 2008, demonstrates the ongoing efforts by our leadership to tackle this crime.

3. It is essential that we work collaboratively to ensure our National Guard leaders promote positive command climates where victims have the confidence in their chains of command and civilian or military investigators to report a sexual assault immediately. This requires diligent command focus. Here are some specific ways to demonstrate the importance of this program:

a. Sexual Assault Response Coordinators (SARCs) and Victim Advocates (VAs). Your support to the JFHQ State SARC is the key to an effective program. Each State and Territory must have a trained JFHQ State SARC. We strongly suggest appointing at least an E-7 or above, a CW2 or above, or an O-3 or above for this position to meet Army and Air Force requirements. The NGB-J1-TN office published a Technician position description for a full-time JFHQ State SARC in March 2008. To have an effective and proactive training program, each State needs a full-time person as the primary JFHQ State SARC to meet the response and training requirements for the State. The JFHQ State SARC represents the Joint State Forces and coordinates both the Army National Guard (ARNG) and Air National Guard (ANG) SAPR programs in the State. SAPR is intended to be a joint program in order to maximize State resources and to ensure the best possible confidential response capability across your State.

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b. Training. Initial awareness training, annual training and pre- and post-deployment training on SAPR are mandatory for all National Guard members. New recruits should receive SAPR training while in the Recruit Sustainment Programs or Student Flight Programs. The NGB ***Staying on Guard*** video may be used to meet the initial awareness training. Annual refresher SAPR training must be completed for all National Guard members, including commanders. Trained SARC or VAs in each unit or squadron should conduct annual training. The NGB J1 SAPR Office has provided each JFHQ State SARC a copy of the ***Bystander Intervention*** training tool as a method of teaching sexual assault prevention that focuses on core values.

c. Reporting. The JFHQ State SARC must report sexual assaults to the NGB-J1 SAPR office and the victim's chain of command within 24 hours after being notified about a sexual assault. The NGB J1 SAPR office keeps NGB senior leadership apprised of non-identifying information through executive summaries. If the JFHQ State SARC duties are collateral, as opposed to primary duties, your JFHQ State SARC must not have other appointed duties that conflict with his or her SAPR duties. Positions with duties that conflict with the role of SARC are chaplains, legal, and law enforcement personnel. If Equal Opportunity representatives are assigned as the JFHQ State SARC as a collateral duty, they must allow sexual assault victims to report a restricted case and the report must remain confidential.

d. Confidentiality. Confidentiality must be maintained to comply with DoDI 6495.02. JFHQ State SARC must maintain open communication with you and your leadership to ensure the program runs in accordance with confidentiality regulations and that you are kept aware of sexual assaults that take place within your command.

e. Victim Privacy. The foundation of the SAPR program is designed around victim care and support and you must emphasize to your commanders and leaders, both officers and non-commissioned officers, that respecting the privacy and dignity of sexual assault victims is foremost. Individuals have no reason to hear about sexual assaults unless they have a "legitimate need to know". The reports that the JFHQ State SARC generates have been specifically designed by DoD and the Services to avoid unnecessary graphic details and the identity of the victim. Your JFHQ State SARC is trained to provide you or your representative with the amount of detail necessary.

f. Federal, State and Local Programs. National Guard members who are assaulted should be afforded the maximum opportunity for support that we can give them while keeping within the federal and your respective State statutes, and the National Guard member's status at the time of the sexual assault. Your JFHQ State SARC should be given the latitude to establish resources with State agencies, local coalitions, hospitals, and victims' groups to find resources for your SAPR Program and to provide victims accurate advice with as many options as possible.

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g. Committee and Review Board. Establish a JFHQ Sexual Assault Prevention and Response Committee (SAPRC). The SARPC is required to meet monthly per regulation to provide recommendations to the Adjutant General, or representative, on program development and implementation. The SARPC also reviews ongoing unrestricted cases to insure the victim is receiving proper follow-up services and resources. SARPRC members include TAG or designee, the JFHQ State SARC, ANG Wing SARCs, the VA, a chaplain, healthcare personnel, law enforcement representative(s), and a Judge Advocate.

4. We cannot lose sight of our ultimate goal, which is to eliminate this crime. The National Guard is working to develop a solid program that needs the support of every leader – officer and non-commissioned officer, commander, Soldier, and Airman. Success requires our constant and unrelenting attention.

5. The 24-hour Hotline number for Sexual Assaults is 1-866-601-0577 or the SARC cell phone at (571) 215-9392. The points of contacts for this program are COL Jane Helton at DSN 327-1460, 703-607-1460, or jane.helton@us.army.mil; or Ms. Jane Lux at DSN 329-0577, 703-601-0577, or jane.lux@us.army.mil. Additional program information is available at www.sapr.mil or https://gkportal.ngb.army.mil/sites/J1_SAPR/default.aspx.

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