



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON ITALY
UNIT 31401, BOX 42
APO AE 09630

IMIT-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: U.S. Army Garrison Italy (USAG) Policy Letter #16, Sexual Harassment/Assault Response & Prevention (SHARP) Program

1. References:

- a. AR 600-20, Army Command Policy, Chapters 7 and 8; appendices C, F and G, 6 November 2014
- b. DoD Directive 6495.01, Sexual Assault Prevention and Response (SAPR) Program, 30 April 2013, incorporating changes 20 January 2015
- c. DOD Instruction 6495.02 SAPR Program Procedures, Change 1, 12 February 2014
- d. Army Directive 2015-16 Command Engagement to Prevent Retaliation
- e. Army Directive 2014-20 Prohibition of Retaliation Against Soldiers for Reporting A Criminal Offense

2. Purpose. To establish policy regarding sexual assault and sexual harassment for USAG Italy.

3. Applicability. This policy applies to all active duty military and their dependents over age 18, along with Department of the Army Civilian personnel serviced by the USAG Italy SHARP Program.

4. Policy. Commanders and leaders will:

- a. Encourage victims of sexual harassment or sexual assault to report incidents without fear of reprisal or intimidation.
- b. Immediately report all incidents of sexual assault to Criminal Investigation Command personnel.
- c. Treat every report of sexual harassment or sexual assault seriously, while maintaining the victim's confidentiality and ensuring the reports are handled with sensitivity.

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d. Ensure that victims of sexual harassment or sexual assault are treated with dignity and respect. All leaders must also be aware of their SHARP roles and responsibilities under governing regulations (including AR 600-20) for responding to allegations of sexual harassment or sexual assault. These responsibilities include the requirement for commanders to update victims of sexual assault on the status of their case within 14 calendar days after the date of the initial report and each month thereafter until final disposition of the case. This is a commander's responsibility and a victim's right that may not be violated or delegated.

e. Ensure that all subordinate leaders understand and comply with this policy.

5. Definitions:

a. Sexual harassment is a form of gender discrimination that involves unwelcomed verbal, non-verbal or physical conduct of a sexual nature. Any person who uses or condones implicit or explicit sexual behavior to control, influence, or affect the career, pay or job of a Soldier or Civilian employee, makes deliberate or repeated unwelcomed verbal comments, gestures or physical contact of a sexual nature, or interferes with an individual's work performance by creating an intimidating, hostile, or offensive working environment is engaging in sexual harassment.

b. Reprisal is taking or threatening to take an adverse personnel or withholding or threatening to withhold a favorable personnel action, or any other act of retaliation, against a military member for making or preparing a protected communication. This includes:

(1) Ostracism, which is defined as excluding from social acceptance, privilege or friendship because (a) the individual reported a criminal offense, (b) the individual was believed to have reported a criminal offense or (c) the ostracism was motivated by the intent to discourage reporting of a criminal offense or to otherwise discourage the due administration of justice;

(2) Acts of cruelty, oppression or maltreatment against a victim, an alleged victim by peers, or other persons because the individual reported a criminal offense.

c. Sexual harassment and sexual assault violate the rights of others. They are detrimental to mission accomplishment and are contrary to the Army's core values. USAG Italy will provide an environment free from sexual harassment and sexual assault to all Soldiers, Civilians, and Family members.

5. Procedures. Military personnel and Department of Defense Civilian employees may report incidents of sexual harassment, sexual assault, and reprisal/retaliation by utilizing the Vicenza Military Community 24/7 SHARP hotline at DSN 634-7272.

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6. The point of contact for this policy letter is the USAG Italy Sexual Assault Response Coordinator at DSN 634-7314.

STEVEN M. MARKS
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