

LETTER HEAD
UNIT
INSTALLATION, 12345

(Office symbol)

DATE

MEMORANDUM FOR RECORD

SUBJECT: Sexual Harassment Assault Response Prevention (SHARP) Collateral Duty Appointment Orders

1. (Name and Rank), (SSN), (Unit), (Installation), Effective (Last day of training or effective date), is assigned collateral duties as a Victim Advocate/SHARP.

2. Authority:

a. AR 600-20, Army Command Policy Rapid Action Revision (RAR) issue date 04 Aug 2011, Chapter 7, Prevention of Sexual Harassment; Chapter 8, Sexual Assault Prevention and Response Program.

b. . ALARACT 007/2012, Sexual Harassment/Assault Response and Prevention (SHARP)

c. ALARACT 075/2009, Sexual Harassment/Assault Response and Prevention (SHARP) Initiatives DTG: 191404Z MAR 09.

d. ALARACT 182/2010 Sexual Harassment/Assault Response and Prevention (SHARP) Program Implementation and training DTG: 171138Z JUN 10.

3. Purpose: To perform SHARP duties as required IAW AR 600-20.

4. Period: Until officially relieved or released from appointment.

5. Special Instructions: VA/SHARP must complete the 80hr SHARP Training prior to assuming duty.

(Signature Block)
BN Commander
Commanding

DISTRIBUTION:

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1 – III Corps SHARP Office

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MEMORANDUM FOR RECORD

SUBJECT: Sexual Harassment Assault Response Prevention (SHARP) Duty Appointment Orders

1. (Name and Rank), (SSN), (Unit), (Installation), Effective (Last day of training or effective date), is assigned as the Brigade Sexual Assault Response Coordinator (SARC) / SHARP for Brigade name.

2. Authority:

a. AR 600-20, Army Command Policy Rapid Action Revision (RAR) issue date 04 Aug 2011, Chapter 7, Prevention of Sexual Harassment; Chapter 8, Sexual Assault Prevention and Response Program.

b. . ALARACT 007/2012, Sexual Harassment/Assault Response and Prevention (SHARP)

c. ALARACT 075/2009, Sexual Harassment/Assault Response and Prevention (SHARP) Initiatives DTG: 191404Z MAR 09.

d. ALARACT 182/2010 Sexual Harassment/Assault Response and Prevention (SHARP) Program Implementation and training DTG: 171138Z JUN 10.

3. Purpose: To perform SHARP duties as required IAW AR 600-20.

4. Period: Until officially relieved or released from appointment.

5. Special Instructions: SARC/SHARP must complete the 80hr SHARP Training prior to assuming duty.

(Signature Block)
BDE Commander
Commanding

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MEMORANDUM FOR RECORD

SUBJECT: Sexual Harassment Assault Response Prevention (SHARP) Duty Appointment Orders

1. (Name and Rank), (SSN), (Unit), (Installation), Effective (Last day of training or effective date), is assigned as the Brigade Victim Advocate (VA) /SHARP for Brigade name.

2. Authority:

a. AR 600-20, Army Command Policy Rapid Action Revision (RAR) issue date 04 Aug 2011, Chapter 7, Prevention of Sexual Harassment; Chapter 8, Sexual Assault Prevention and Response Program.

b. . ALARACT 007/2012, Sexual Harassment/Assault Response and Prevention (SHARP)

c. ALARACT 075/2009, Sexual Harassment/Assault Response and Prevention (SHARP) Initiatives DTG: 191404Z MAR 09.

d. ALARACT 182/2010 Sexual Harassment/Assault Response and Prevention (SHARP) Program Implementation and training DTG: 171138Z JUN 10.

3. Purpose: To perform SHARP duties as required IAW AR 600-20.

4. Period: Until officially relieved or released from appointment.

5. Special Instructions: VA/SHARP must complete the 80hr SHARP Training prior to assuming duty.

(Signature Block)
BDE Commander
Commanding

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MEMORANDUM FOR RECORD

SUBJECT: Sexual Harassment Assault Response Prevention (SHARP) Duty Appointment Orders

1. (Name and Rank), (SSN), (Unit), (Installation), Effective (Last day of training or effective date), is assigned as the SHARP Program Manager for Unit / division name.

2. Authority:

a. AR 600-20, Army Command Policy Rapid Action Revision (RAR) issue date 04 Aug 2011, Chapter 7, Prevention of Sexual Harassment; Chapter 8, Sexual Assault Prevention and Response Program.

b. . ALARACT 007/2012, Sexual Harassment/Assault Response and Prevention (SHARP)

c. ALARACT 075/2009, Sexual Harassment/Assault Response and Prevention (SHARP) Initiatives DTG: 191404Z MAR 09.

d. ALARACT 182/2010 Sexual Harassment/Assault Response and Prevention (SHARP) Program Implementation and training DTG: 171138Z JUN 10.

3. Purpose: To perform SHARP duties as required IAW AR 600-20.

4. Period: Until officially relieved or released from appointment.

5. Special Instructions: SHARP Program Manager must complete the 80hr SHARP Training prior to assuming duty.

(Signature Block)
GO Commander or Chief of Staff

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