



PERSONNEL AND  
READINESS

UNDER SECRETARY OF DEFENSE  
4000 DEFENSE PENTAGON  
WASHINGTON, D.C. 20301-4000

AUG 20 2004



MEMORANDUM FOR COMMANDER, JOINT TASK FORCE (SEXUAL ASSAULT  
PREVENTION AND RESPONSE)

THROUGH: DEPUTY UNDER SECRETARY OF DEFENSE (PLANS) *cyh 8/23/04*

SUBJECT: Joint Task Force (Sexual Assault Prevention and Response)

You are directed to lead a joint team to address the issue of sexual assault prevention and response within the Department of Defense. Following allegations of sexual assault on service members deployed to Iraq and Kuwait, the Secretary of Defense directed a study that recommended the establishment of a single point of accountability for all sexual assault policy matters. Your task force is established for a period not to exceed one year, and during that time will operate as the single point of accountability for all sexual assault policy matters within the Department of Defense. You will specifically:

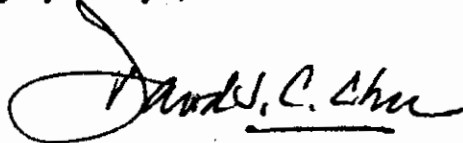
- Advise on all policy, program development and resourcing, and program oversight matters relating to sexual assault within DoD.
- Develop policies, guidelines and standards for sexual assault prevention, reporting, response, and accountability.
- Develop strategic program guidance and joint planning objectives and guidance to ensure that needed resources are available for sexual assault prevention, reporting and response.
- Advise on the structure and composition of the permanent office responsible for single point of accountability for all sexual assault policy matters to be established at the conclusion of your task force's work.
- Conduct a functional evaluation to consider transitioning the scope of the permanent office to include other related programs (e.g., Equal Opportunity, Victims Witness Assistance Program, Family Advocacy, Domestic Violence, and Child Abuse).

A joint team is necessary for this purpose, particularly given the immediate need to focus on issues arising in combat theaters. You will ensure all areas of concern to the Department of Defense regarding sexual assault services operations are addressed adequately and expeditiously. You will report to me any gaps or seams among your reviews and investigations.



You and your team will have access to all documents, records, personnel and their statements, and all other information you deem relevant. All DoD personnel shall cooperate fully with you or your representatives. Necessary personnel, office space, travel support, and other resources will be provided as required.

The team will report through the Deputy Under Secretary of Defense (Plans) to me. You will report interim findings by January 5, 2005.

A handwritten signature in black ink, appearing to read "David S. C. Chu". The signature is written in a cursive style with a large, looping initial "D".

David S. C. Chu

Attachment:  
Joint Task Force (Sexual Assault  
Prevention and Response)