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THIS MESSAGE HAS BEEN TRANSMITTED BY USAITA ON BEHALF OF HQDA //ASA(M&RA)/DCS G-1//

SUBJECT: HQDA EXORD 193-14 SCREENING OF SEXUAL HARASSMENT/ ASSAULT RESPONSE AND PREVENTION PROGRAM PERSONNEL AND OTHERS IN IDENTIFIED POSITIONS OF SIGNIFICANT TRUST.

(U) REFERENCES:

REF/A/ DEPARTMENT OF DEFENSE INSTRUCTION 1402.5 CRIMINAL HISTORY BACKGROUND CHECKS ON INDIVIDUALS IN CHILD CARE SERVICES, 19 JANUARY 1993//  
REF/B/ DEPARTMENT OF DEFENSE MEMORANDUM SEXUAL ASSAULT PREVENTION AND RESPONSE STAND-DOWN, 17 MAY 2013//  
REF/C/ ARMY REGULATION 20-1, INSPECTOR GENERAL ACTIVITIES AND PROCEDURES, 29 NOVEMBER 2010 (\*RAR 001, 07/03/2012)//  
REF/D/ ARMY REGULATION 190-45, LAW ENFORCEMENT REPORTING, 30 MARCH 2007//  
REF/E/ ARMY REGULATION 340-21, THE ARMY PRIVACY PROGRAM, 5 JULY 1985//  
REF/F/ ARMY REGULATION 600-8-2, SUSPENSION OF FAVORABLE PERSONNEL ACTIONS (FLAG), 23 OCTOBER 2012//  
REF/G/ ARMY REGULATION 600-20, ARMY COMMAND POLICY, 18 MARCH 2008 (\*RAR 9/20/2012)//  
REF/H/ ARMY REGULATION 600-37, UNFAVORABLE INFORMATION, 19 DECEMBER 1986//  
REF/I/ ARMY REGULATION 600-85, THE ARMY SUBSTANCE ABUSE PROGRAM, 28 DECEMBER 2012//  
REF/J/ ARMY REGULATION 601-1, ASSIGNMENT OF ENLISTED PERSONNEL TO THE U.S. ARMY RECRUITING COMMAND, 12 OCTOBER 2007 (\*RAR 002, 09/06/2011)//  
REF/K/ ARMY REGULATION 608-18, THE ARMY FAMILY ADVOCACY PROGRAM, 30 OCTOBER 2007 (\*RAR 9/13/2011)//  
REF/L/ ARMY REGULATION 614-100, OFFICER ASSIGNMENT POLICIES, DETAILS, AND TRANSFERS, 10 JANUARY 2006//  
REF/M/ ARMY REGULATION 614-200, ENLISTED ASSIGNMENTS AND UTILIZATION MANAGEMENT, 26 FEBRUARY 2009 (\*RAR 002 10/11/11)//  
REF/N/ (SEC)RETARY OF THE ARMY ((SEC)ARMY) MEMORANDUM ENSURING THE QUALITY OF SEXUAL ASSAULT RESPONSE COORDINATORS, SEXUAL ASSAULT PREVENTION AND RESPONSE VICTIM ADVOCATES AND OTHERS IN IDENTIFIED POSITIONS OF SIGNIFICANT TRUST AND AUTHORITY, 28 MAY 2013//  
REF/O/ (SEC)ARMY MEMORANDUM ENSURING THE QUALITY OF SEXUAL ASSAULT RESPONSE COORDINATORS, SEXUAL ASSAULT PREVENTION AND RESPONSE VICTIM ADVOCATES AND OTHERS IN IDENTIFIED POSITIONS OF SIGNIFICANT TRUST AND AUTHORITY, 12 FEBRUARY 2014//  
REF/P/ ASSISTANT (SEC)RETARY OF THE ARMY FOR MANPOWER AND RESERVE AFFAIRS MEMORANDUM GUIDANCE FOR CIVILIAN SEXUAL HARASSMENT/ ASSAULT RESPONSE AND PREVENTION PROGRAM POSITIONS, 27 SEPTEMBER 2013//  
REF/Q/ HQDA EXORD 221-12, 2012 SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION PROGRAM SYNCHRONIZATION ORDER, 25 JUNE 2012//  
REF/R/ HQDA EXORD 161-13 SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION PROGRAM ARMY STAND-DOWN, 10 JUNE 2013//

1. (U) SITUATION.

1.A. (U) ON 17 MAY 2013, THE (SEC)RETARY OF DEFENSE ((SEC)DEF) SIGNED A MEMORANDUM DIRECTING THE ARMY TO IMPLEMENT A SEXUAL ASSAULT PREVENTION AND RESPONSE STAND-DOWN. THE DIRECTIVE CONTAINS THREE MAJOR REQUIREMENTS FOR THE STAND-DOWN. THE ARMY COMPLETED ALL ASSOCIATED REQUIREMENTS.

1.B. (U) ON 28 MAY 2013, THE (SEC)RETARY OF THE ARMY ((SEC)ARMY) SIGNED A MEMORANDUM PROVIDING ADDITIONAL GUIDANCE ON THE IMPLEMENTATION OF SCREENING FOR SEXUAL ASSAULT RESPONSE COORDINATORS (SARCS), SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION VICTIM ADVOCATES (SHARP VAS), RECRUITERS, DRILL SERGEANTS AND ADVANCED INDIVIDUAL TRAINING (AIT) PLATOON SERGEANTS. THE ARMY BEGAN THIS SCREENING IN JUNE 2013.

1.C. (U) IN JUNE 2013, THE DEPUTY CHIEF OF STAFF, G-1, DIRECTED A REVIEW OF THE SARC AND SHARP VA STRUCTURE WITHIN THE ACTIVE COMPONENT (AC). THE SHARP PROGRAM OFFICE COMPLETED THIS REVIEW IN DECEMBER 2013.

1.D. (U) ON 12 FEBRUARY 2014, THE (SEC)ARMY SIGNED A MEMORANDUM CLARIFYING THE TERM "CREDIBLE EVIDENCE" AND PROVIDING REVISED GUIDANCE SPECIFIC TO CAREER RECRUITERS.

2. (U) MISSION. EFFECTIVE IMMEDIATELY, APPLY (SEC)ARMY GUIDANCE TO REVISED BROADENED SCREENING CRITERIA IN ACCORDANCE WITH (SEC)ARMY 28 MAY 2013 AND 12 FEB 2014 MEMORANDA IN ORDER TO ENSURE THE BEST QUALIFIED PERSONNEL SERVE IN IDENTIFIED POSITIONS OF SIGNIFICANT TRUST AND AUTHORITY (HEREINAFTER REFERRED TO AS "POSITIONS OF SIGNIFICANT TRUST"), AND CEASE THE ASSIGNMENT OF COLLATERAL DUTY SARCS AND SHARP VAS AT THE COMPANY OR EQUIVALENT LEVEL.

3. (U) EXECUTION.

3.A. (U) INTENT. THE INTENT OF THIS ORDER IS TO PROVIDE CLARIFYING GUIDANCE ON PROCESSES AND PROCEDURES TO CONDUCT BROADENED SCREENING OF PERSONNEL SERVING IN OR NOMINATED FOR POSITIONS OF SIGNIFICANT TRUST (SARCS, SHARP VAS, RECRUITERS, DRILL SERGEANTS, AIT PLATOON SERGEANTS, AND ARMY NATIONAL GUARD (ARNG) RECRUIT SUSTAINMENT PROGRAM (RSP) CADRE); TO IMPLEMENT BROADENED SCREENING FOR POSITIONS OF SIGNIFICANT TRUST IN THE RESERVE COMPONENT; TO IMPLEMENT BEHAVIORAL HEALTH INTERVIEWS FOR ACTIVE DUTY PERSONNEL SERVING IN OR NOMINATED FOR POSITIONS OF SIGNIFICANT TRUST; AND TO PROVIDE GUIDANCE ON THE ASSIGNMENT OF SHARP PERSONNEL AT THE COMPANY LEVEL IN THE AC. FOR RECRUITERS, DRILL SERGEANTS, AND AIT PLATOON SERGEANTS, IT IS NOT THE INTENT TO REPEAT THE REVIEW OF ANY SCREENING ELEMENT THAT HAS BEEN REVIEWED WITHIN THE PAST THREE YEARS. THIS GUIDANCE APPLIES TO CIVILIANS ONLY WHERE SPECIFICALLY NOTED. SCREENING OF CIVILIANS WILL FOLLOW THE CIVILIAN SCREENING POLICY (REF P).

3.B. (U) CONCEPT OF OPERATION. THE ARMY IS IMPLEMENTING THE (SEC)ARMY REQUIREMENTS IN THREE PHASES. EXORD 161-13 (REF R) COVERED PHASE I. THIS ORDER COVERS PHASE II REQUIREMENTS AND FUTURE ORDERS WILL PROVIDE GUIDANCE ON PHASE III.

3.B.1. (U) PHASE I IS COMPLETE.

3.B.2. (U) THIS ORDER (PHASE II) CLARIFIES GUIDANCE ON STANDARDS FOR BROADENED SCREENING; DIRECTS BROADENED SCREENING FOR ALL RESERVE COMPONENT MEMBERS SERVING IN OR NOMINATED FOR POSITIONS OF SIGNIFICANT TRUST; OUTLINES THE IMPLEMENTATION

OF BEHAVIORAL HEALTH INTERVIEWS FOR ACTIVE DUTY (TO INCLUDE AGR) MEMBERS SERVING IN OR NOMINATED FOR POSITIONS OF SIGNIFICANT TRUST; AND PROVIDES GUIDANCE FOR THE ASSIGNMENT OF FULL-TIME AND COLLATERAL DUTY SARCS AND SHARP VAS.

3.B.3. (U) PHASE III WILL UPDATE POLICY, COLLECT LESSONS LEARNED, AND PROVIDE GUIDANCE TO THE FIELD ON THE FREQUENCY OF RESCREENING REQUIREMENTS. THESE REQUIREMENTS WILL BE OUTLINED IN A FUTURE ORDER.

3.C. (U) TASKS TO ARMY STAFF AND SUBORDINATE ORGANIZATIONS.

3.C.1. (U) HQDA G-1.

3.C.1.A. (U) IN COORDINATION WITH THE DA FOIA AND PRIVACY OFFICE, DEVELOP A CENTRAL REPORTING MECHANISM THAT IS IN COMPLIANCE WITH THE PRIVACY ACT AND THE ARMY PRIVACY PROGRAM, AS ESTABLISHED IN REF E; CONSOLIDATES ALL RESULTS OF THIS, AND FUTURE, RECORDS REVIEWS ON AN INSTALLATION-BY-INSTALLATION BASIS; AND ENSURES THAT THE RESULTS INCLUDE A BY-NAME CONFIRMATION THAT THE RECORDS REVIEW HAS BEEN COMPLETED, A LISTING OF THE RECORDS REVIEWED, AND THE RESULTING SUITABILITY DETERMINATION. THE REPORTING MECHANISM SHALL INCLUDE THE BEHAVIORAL HEALTH INTERVIEW PROCESS. DEVELOP A LONG TERM SOLUTION NLT 30 SEP 2014.

3.C.1.B. (U) DEVELOP AND STAFF A RAPID ACTION REVISION OF AR 600-20 ARMY COMMAND POLICY TO INCLUDE UPDATED QUALIFICATIONS AND SCREENING CRITERIA FOR SARC AND SHARP VA POSITIONS.

3.C.1.C. (U) DEVELOP AND STAFF RAPID ACTION REVISIONS OF AR 614-200, ENLISTED ASSIGNMENTS AND UTILIZATION MANAGEMENT; AR 614-100, OFFICER ASSIGNMENT POLICIES, DETAILS AND TRANSFERS; AND AR 601 1, ASSIGNMENT OF ENLISTED PERSONNEL TO THE U.S. ARMY RECRUITING COMMAND TO REFLECT THE CHANGES IN SCREENING REQUIREMENTS.

3.C.2. (U) HUMAN RESOURCES COMMAND (HRC).

3.C.2.A. (U) CONDUCT CENTRALIZED BACKGROUND SCREENING FOR ALL CURRENT AND NOMINATED ACTIVE COMPONENT (AC) AND U.S. ARMY RESERVE (USAR) MILITARY SARC AND SHARP VAS (BOTH COLLATERAL DUTY AND FULL-TIME). COMPLETE BROADENED SCREENING AND PROVIDE THE FINDINGS TO REQUESTING ACOMS, ASCCS AND DRUS AND THE SHARP PROGRAM OFFICE. ALL EFFORTS SHOULD BE MADE TO LIMIT DISTRIBUTION OF THIS INFORMATION.

3.C.2.B. (U) UPON THE REQUEST OF CIVILIAN HUMAN RESOURCES AGENCY HEADQUARTERS(CHRA HQ) OR A CHRA REGIONAL POINT OF CONTACT (POC), CONDUCT SCREENING IN ACCORDANCE WITH THE CIVILIAN SCREENING POLICY (REF P) FOR ALL CIVILIANS SELECTED FOR SHARP POSITIONS.

3.C.3. (U) DEPARTMENT OF THE ARMY INSPECTOR GENERAL.

3.C.3.A. (U) CONTINUE TO REVIEW COMMAND COMPLIANCE WITH THE TASK TO CONDUCT REFRESHER TRAINER AND LEADER ENGAGEMENT. THIS INCLUDES BOTH A QUALITATIVE AND QUANTITATIVE REVIEW OF THE REFRESHER TRAINING AND LEADER ENGAGEMENTS.

3.C.3.B. (U) UPON THE REQUEST OF HRC OR THE NATIONAL GUARD BUREAU (NGB), CONDUCT SCREENING FOR CURRENT AND NOMINATED SARCS, SHARP VAS, RECRUITERS, DRILL SERGEANTS, AIT PLATOON SERGEANTS, AND ARNG RSP CADRE.

3.C.3.C. (U) UPON THE REQUEST OF CHRA HQ OR A CHRA REGIONAL POC, CONDUCT SCREENING IN ACCORDANCE WITH THE CIVILIAN SCREENING POLICY (REF P) FOR ALL CIVILIANS WITH PREVIOUS ARMY SERVICE WHO ARE SELECTED FOR SHARP POSITIONS, AND PROVIDE INITIAL FINDINGS WITHIN 45 CALENDAR DAYS.

3.C.3.D. (U) RELEASE SUMMARIES OF SUBSTANTIATED ALLEGATIONS AGAINST AC SARCS AND SHARP VAS TO HRC. HRC MAY THEN RELEASE THESE SUMMARIES TO THE APPROPRIATE WAIVER/REMOVAL AUTHORITIES, WHO MAY USE THEM ONLY TO DETERMINE SUITABILITY FOR SARC/SHARP VA DUTY, AND NOT TO SUPPORT ADVERSE ACTION.

3.C.3.E. (U) RELEASE SUMMARIES OF SUBSTANTIATED ALLEGATIONS AGAINST NOMINATED AC/USAR RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS TO HRC. FOR CURRENTLY SERVING RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS, HRC MAY RELEASE THESE SUMMARIES TO THE APPROPRIATE WAIVER/REMOVAL AUTHORITIES, WHO MAY USE THEM ONLY TO DETERMINE SUITABILITY FOR THE SPECIFIC DUTY, AND NOT TO SUPPORT ADVERSE ACTION.

3.C.3.F. (U) RELEASE SUMMARIES OF SUBSTANTIATED ALLEGATIONS AGAINST USAR SARCS AND SHARP VAS TO THE USAR G1. THE USAR G1 MAY THEN RELEASE THESE SUMMARIES TO THE APPROPRIATE WAIVER/REMOVAL AUTHORITIES, WHO MAY USE THEM ONLY TO DETERMINE SUITABILITY FOR SARC/SHARP VA DUTY, AND NOT TO SUPPORT ADVERSE ACTION.

3.C.3.G. (U) RELEASE SUMMARIES OF SUBSTANTIATED ALLEGATIONS AGAINST ARNG PERSONNEL TO THE NGB J1. THE NGB J1 MAY THEN RELEASE THESE SUMMARIES THROUGH THE ARNG G1 TO THE STATE ADJUTANT GENERAL OR COMMANDING GENERAL FOR THE DISTRICT OF COLUMBIA, WHO MAY USE THEM ONLY TO DETERMINE SUITABILITY FOR THE SPECIFIC DUTY, AND NOT TO SUPPORT ADVERSE ACTION.

3.C.3.H. (U) RELEASE SUMMARIES OF SUBSTANTIATED ALLEGATIONS AGAINST INDIVIDUALS SELECTED FOR CIVILIAN SHARP POSITIONS TO CHRA HQ OR A CHRA REGIONAL POC, WHO MAY USE THEM ONLY TO DETERMINE SUITABILITY FOR THE SPECIFIC DUTY, AND NOT TO SUPPORT ADVERSE ACTION.

3.C.3.I. (U) ALL EFFORTS SHOULD BE MADE TO LIMIT DISTRIBUTION OF INFORMATION RELATED TO SUBSTANTIATED IG ALLEGATIONS.

3.C.3.J. (U) FIELD/LOCAL IGS ARE NOT AUTHORIZED TO CONDUCT ANY LOCAL SUITABILITY SCREENINGS, OR TO RELEASE ADVERSE INFORMATION IN ACCORDANCE WITH REF C. FIELD/LOCAL IGS SHOULD DIRECT ALL QUESTIONS AND/OR SCREENING ACTION REQUESTS TO THE CHIEF, DAIG RECORDS SCREENING AND OVERSIGHT OFFICE, (703) 545-1893.

3.C.4. (U) NATIONAL GUARD BUREAU (ARMY NATIONAL GUARD).

3.C.4.A. (U) ENSURE THE COMPLETION OF BROADENED SCREENING OF ALL ARNG PERSONNEL SERVING IN OR NOMINATED FOR POSITIONS OF SIGNIFICANT TRUST. SEE ANNEX A FOR A LIST OF REQUIRED SCREENING. FOR MILITARY TECHNICIANS SEE THE CIVILIAN SCREENING POLICY (REF P).

3.C.4.B. (U) ENSURE ALL AGR SOLDIERS CURRENTLY SERVING AS OR NOMINATED TO SERVE AS FULL-TIME SARCS OR SHARP VAS ARE INSTRUCTED TO SCHEDULE A BEHAVIORAL HEALTH INTERVIEW AND PROVIDE THE APPOINTMENT DATE AND TIME TO THE APPROPRIATE WAIVER/REMOVAL/APPOINTING AUTHORITY. APPOINTMENTS WILL BE SCHEDULED NLT 120 DAYS FROM THE DATE OF THIS ORDER AT THE CLOSEST ARMY MILITARY TREATMENT FACILITY (MTF) (SEE ANNEX E). THE APPROPRIATE WAIVER/REMOVAL/APPOINTING AUTHORITY WILL PROVIDE THE MTF WITH AN EMAIL ADDRESS OR FAX NUMBER TO WHICH TO SEND FINDINGS. THE APPOINTMENTS MUST BE COMPLETED NLT 180 DAYS FROM THE DATE OF THIS ORDER.

3.C.4.C. (U) ENSURE ALL AGR SOLDIERS CURRENTLY SERVING AS OR NOMINATED TO SERVE AS RECRUITERS ARE INSTRUCTED TO SCHEDULE A BEHAVIORAL HEALTH INTERVIEW AND PROVIDE THE APPOINTMENT DATE AND TIME TO THE APPROPRIATE WAIVER/REMOVAL/APPOINTING AUTHORITY. APPOINTMENTS WILL BE SCHEDULED NLT 120 DAYS FROM THE DATE OF THE ORDER) AT THE CLOSEST ARMY MTF (SEE ANNEX E). THE APPROPRIATE WAIVER/REMOVAL/APPOINTING AUTHORITY WILL PROVIDE THE MTF WITH AN EMAIL OR FAX NUMBER TO WHICH TO SEND FINDINGS. THE APPOINTMENTS MUST BE COMPLETED NLT 180 DAYS FROM THE DATE OF THIS ORDER.

3.C.4.D. ENSURE UNITS FUND ANY COSTS ASSOCIATED WITH TRAVEL TO THE NEAREST ARMY MTF.

3.C.5. (U) ARMY COMMANDS (ACOM), ARMY SERVICE COMPONENT COMMANDS (ASCC), AND DIRECT REPORTING UNITS (DRU).

3.C.5.A. (U) COMPLETE BROADENED LOCAL SCREENING AND REQUEST CENTRALIZED SCREENING OF ALL MILITARY SARCS AND SHARP VAS (AC/USAR). SEE ANNEX A FOR A LIST OF REQUIRED SCREENING (ALL SCREENINGS FOR PHASE I AND PHASE II). FOR CIVILIANS AND MILITARY TECHNICIANS SEE THE CIVILIAN SCREENING POLICY (REF P).

3.C.5.B. (U) APPOINTING/REMOVAL AUTHORITIES MUST REVIEW THE SCREENING RESULTS FOR ALL CURRENT AND NOMINATED SARCS AND VAS AND TAKE APPROPRIATE ACTION IF DEROGATORY INFORMATION IS FOUND (SEE 3.D.6.(U) - MILITARY SCREENING CRITERIA). SEE ANNEX D FOR ALIGNMENT OF APPOINTING AND REMOVAL AUTHORITIES.

3.C.5.C. (U) INSTRUCT ALL ACTIVE DUTY AND AGR SOLDIERS CURRENTLY SERVING IN OR NOMINATED TO SERVE IN FULL-TIME SARC AND SHARP VA POSITIONS TO SCHEDULE A BEHAVIORAL HEALTH INTERVIEW AND PROVIDE THE APPOINTMENT DATE AND TIME TO THE APPROPRIATE WAIVER/REMOVAL/APPOINTING AUTHORITY. APPOINTMENTS WILL BE SCHEDULED NLT 120 DAYS FROM THE DATE OF THIS ORDER AT THE CLOSEST ARMY MILITARY TREATMENT FACILITY (SEE ANNEX E). THE APPROPRIATE WAIVER/REMOVAL/APPOINTING AUTHORITY WILL PROVIDE THE MTF WITH AN EMAIL OR FAX NUMBER TO WHICH TO SEND FINDINGS. THE APPOINTMENTS MUST BE COMPLETED NLT 180 DAYS FROM THE DATE OF THIS ORDER.

3.C.5.D. (U) ENSURE THE ASSIGNMENT OF A MILITARY COLLATERAL DUTY SARC AND SHARP VA AT THE BATTALION (OR EQUIVALENT) LEVEL. UNITS/ORGANIZATIONS WILL MAINTAIN THE CURRENT AUTHORIZATIONS FOR FULL-TIME SARCS AND SHARP VAS AT THE BRIGADE (OR EQUIVALENT) LEVEL.

3.C.5.E. (U) DIRECT THE IMMEDIATE CESSATION OF NEW AND CURRENT APPOINTMENTS OF SARCS AND SHARP VAS AT THE COMPANY OR EQUIVALENT LEVEL IN AC UNITS. ACOM/ASCC/DRU COMMANDERS MAY AUTHORIZE COMPANY-LEVEL SHARP VAS FOR EXCEPTIONAL SITUATIONS, SUCH AS GEOGRAPHIC DISPERSION. IF A COMPANY-LEVEL SARC OR SHARP VA IS ACTIVELY WORKING WITH A VICTIM, THE SARC/SHARP VA RELATIONSHIP WITH THAT VICTIM WILL CONTINUE UNTIL THE CASE IS CLOSED, BUT THE SARC/SHARP VA WILL NOT BE ASSIGNED NEW CASES.

3.C.5.F. (U) DIRECT THE ASSIGNMENT OF MILITARY COLLATERAL DUTY COMPANY SHARP ADVISORS FOR AC UNITS. SHARP ADVISORS CONDUCT PREVENTION AND TRAINING ACTIVITIES AND ADVISE THE COMMANDER ON SHARP PROGRAM RESPONSE ACTIVITIES. SHARP ADVISORS WILL ATTEND THE 80-HOUR SHARP TRAINING COURSE, BUT WILL NOT DIRECTLY SUPPORT OR OFFICIALLY INTERACT WITH VICTIMS. SHARP ADVISORS DO NOT NEED TO BE CENTRALLY SCREENED OR CREDENTIALLED, AND WILL NOT RECEIVE THE 1B ADDITIONAL SKILL IDENTIFIER (ASI). COMMANDERS MUST ENSURE ALL SOLDIERS ARE INFORMED THAT SHARP ADVISORS CANNOT OFFER THE (RES)TRICTED REPORTING OPTION SHOULD A VICTIM REPORT A SEXUAL ASSAULT TO THEM. SHARP ADVISORS ARE REQUIRED TO REPORT SEXUAL ASSAULT ALLEGATIONS TO CRIMINAL INVESTIGATION COMMAND (CID).

3.C.6. (U) TRAINING AND DOCTRINE COMMAND.

3.C.6.A. (U) COMPLETE BROADENED LOCAL SCREENING OF ALL RECRUITERS (INCLUDING USAR), DRILL SERGEANTS AND AIT PLATOON SERGEANTS. BROADENED LOCAL SCREENING FOR THESE INDIVIDUALS INCLUDES CHECKING LOCAL CIVILIAN POLICE RECORDS, ARMY SUBSTANCE ABUSE PROGRAM (ASAP) RECORDS, AND THE DEPARTMENT OF JUSTICE (DOJ) NATIONAL SEX OFFENDER PUBLIC WEBSITE (SEE ANNEX C). THE BEHAVIORAL HEALTH EVALUATION COMPLETED DURING THE SCREENING PROCESS OF RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS MEETS THE INTENT OF THE BEHAVIORAL HEALTH INTERVIEW.

3.C.6.B. (U) PROVIDE HRC THE NAMES OF ALL SERVING RECRUITERS WHO ARE DISQUALIFIED FROM RECRUITING DUE TO THE SCREENING REQUIREMENTS OUTLINED IN THIS ORDER FOR WHOM THE COMMAND HAS NOT ISSUED A WAIVER. IDENTIFY AND PROVIDE THE NAMES NLT 15 DAYS FROM THE DATE OF THE DISQUALIFICATION DECISION.

3.C.7. (U) US ARMY RESERVE COMMAND. CONDUCT BROADENED LOCAL SCREENING OF ALL USAR DRILL SERGEANTS. BROADENED LOCAL SCREENING FOR THESE INDIVIDUALS INCLUDES CHECKING LOCAL CIVILIAN POLICE RECORDS, ASAP RECORDS, AND THE NATIONAL SEX OFFENDER PUBLIC WEBSITE (SEE ANNEX C). THE BEHAVIORAL HEALTH EVALUATION COMPLETED DURING THE SCREENING PROCESS OF DRILL SERGEANTS MEETS THE INTENT OF THE BEHAVIORAL HEALTH INTERVIEW.

3.C.8. (U) MEDICAL COMMAND (MEDCOM).

3.C.8.A. (U) COMPLETE BROADENED LOCAL SCREENING OF MEDCOM AIT PLATOON SERGEANTS. BROADENED LOCAL SCREENING FOR THESE INDIVIDUALS INCLUDES CHECKING LOCAL CIVILIAN POLICE RECORDS, ASAP RECORDS, AND THE NATIONAL SEX OFFENDER PUBLIC WEBSITE (SEE ANNEX C).

3.C.8.B. (U) CONDUCT BEHAVIORAL HEALTH INTERVIEWS BY INDEPENDENTLY CREDENTIALLED BEHAVIORAL HEALTH PROVIDERS FOR ALL SOLDIERS ON ACTIVE DUTY, TO INCLUDE AGR, CURRENTLY SERVING FULL-TIME IN SARC AND SHARP VA POSITIONS AND THOSE AGR SOLDIERS CURRENTLY SERVING AS A NATIONAL GUARD RECRUITER NLT 180 DAYS FROM THE DATE OF THIS ORDER.

3.C.8.C. (U) CONDUCT BEHAVIORAL HEALTH INTERVIEWS BY INDEPENDENTLY CREDENTIALLED BEHAVIORAL HEALTH PROVIDERS FOR ALL ACTIVE DUTY AND AGR SOLDIERS BEING CONSIDERED FOR FULL-TIME APPOINTMENT TO A POSITION OF SIGNIFICANT TRUST.

3.C.8.D. (U) PROVIDE A COPY OF THE COMPLETED DA FORM 3822, REPORT OF MENTAL STATUS EVALUATION, DOCUMENTING RECOMMENDATIONS TO THE APPROPRIATE WAIVER/REMOVAL/APPOINTING AUTHORITY UPON COMPLETION OF THE BEHAVIORAL HEALTH INTERVIEW.

3.C.9. (U) INSTALLATION MANAGEMENT COMMAND (IMCOM).

3.C.9.A. (U) ARMY SUBSTANCE ABUSE RECORDS SCREENING.

3.C.9.A.1. (U) UPON THE REQUEST OF UNITS OR THE NGB, CONDUCT ASAP REVIEWS FOR MILITARY PERSONNEL SERVING IN OR NOMINATED FOR A POSITION OF SIGNIFICANT TRUST ASSIGNED TO THE INSTALLATION, OR IN THE INSTALLATION'S AREA OF RESPONSIBILITY. IN ACCORDANCE WITH THE CIVILIAN SCREENING POLICY (REF P), CONDUCT ASAP REVIEWS FOR CIVILIAN SARCS, SHARP VAS AND STAFF ADVISORS ASSIGNED TO THE INSTALLATION, OR IN THE INSTALLATION'S AREA OF RESPONSIBILITY.

3.C.9.A.2. (U) FOR MILITARY PERSONNEL, THE PROGRAM OFFICIAL SHOULD PROVIDE THE REQUESTING UNIT REPRESENTATIVE WITH ONE OF THE FOLLOWING FOUR ANSWERS: NO POSITIVE TESTS, ONE POSITIVE TEST MORE THAN 5 YEARS AGO, ONE POSITIVE TEST IN THE PAST 5 YEARS OR MULTIPLE POSITIVE TESTS.

3.C.9.A.3. (U) THE (CON)FIDENTIALITY OF ASAP INFORMATION WILL BE MAINTAINED IAW AR 600-85 (REF I) AND PROVIDED ONLY TO INDIVIDUALS WITHIN THE ARMY WHO HAVE AN OFFICIAL NEED TO KNOW.

3.C.9.B. (U) POLICE RECORDS SCREENING.

3.C.9.B.1. (U) UPON THE REQUEST OF THE UNIT OR IN ACCORDANCE WITH THE CIVILIAN SCREENING POLICY (REF P), THE PROVOST MARSHAL/DIRECTORATE OF EMERGENCY SERVICES (PM/DES) WILL REQUEST LOCAL CIVILIAN POLICE RECORDS CHECKS OF MILITARY AND CIVILIAN PERSONNEL SERVING IN OR NOMINATED FOR A POSITION OF SIGNIFICANT TRUST.

3.C.9.B.2. (U) FOR THOSE LOCATIONS WHERE THE LOCAL PROVOST MARSHAL HAS AN AGREEMENT WITH THE STATE OR LOCAL POLICE, THE PM/DES WILL REQUEST STATE AND LOCAL CIVILIAN AGENCIES CRIMINAL RECORDS CHECKS UPON THE REQUEST OF INSTALLATION UNITS OR IN ACCORDANCE WITH THE CIVILIAN SCREENING POLICY (REF P).

3.C.9.B.3. (U) PM/DES WILL NOT CONDUCT CHECKS OF CENTRALIZED OPERATIONS POLICE SUITE (COPS) RECORDS FOR PERSONNEL ASSIGNED TO OR NOMINATED FOR A POSITION OF SIGNIFICANT TRUST. THE COPS CHECK WILL BE INCLUDED IN THE CID/CRC CHECK.

3.C.9.B.4. (U) PM/DES WILL CONSULT WITH THEIR INSTALLATION STAFF JUDGE ADVOCATE TO DETERMINE IF STATE AND LOCAL STATUTES PERMIT THE RELEASE OF POLICE RECORDS FOR BACKGROUND CHECKS. FOR THOSE WHO ARE UNABLE TO CONDUCT THE CHECKS DUE TO RESOURCES OR LEGAL LIMITATIONS, AND FOR OVERSEAS LOCATIONS, THE PM/DES WILL NOTIFY THE UNIT OF THE INABILITY TO COMPLETE CHECK AND THE REASON (COST, LAW, AGREEMENT, ETC).

3.C.9.B.5. (U) PM/DES WILL REMOVE ALL INFORMATION REGARDING ANYONE OTHER THAN THE INDIVIDUAL BEING SCREENED IF INCLUDED IN THE CIVILIAN POLICE RECORDS REPORT (E.G., VICTIMS, WITNESSES AND OTHER PERSONS RELATED TO THE REPORT).

3.C.9.B.6. (U) PM/DES IS NOT PERMITTED TO USE NATIONAL CRIME INFORMATION CENTER (NCIC) FOR SCREENING SHARP PROGRAM PERSONNEL OR OTHERS IN POSITIONS OF SIGNIFICANT TRUST. DOJ POLICY LIMITS NCIC USE FOR AUTHORIZED CRIMINAL JUSTICE PURPOSES.

3.C.9.C. (U) ARMY FAMILY ADVOCACY PROGRAM (FAP)/CASE REVIEW COMMITTEE (CRC) RECORDS SCREENING.

3.C.9.C.1. (U) UPON THE REQUEST OF HRC, NGB OR IN ACCORDANCE WITH THE CIVILIAN SCREENING POLICY (REF P), CONDUCT ARMY FAP/CRC RECORDS SCREENING FOR SUBSTANTIATED OR OPEN CASES RELATED TO TYPE I OR II OFFENSES (SEE ANNEX B) FOR PERSONNEL SERVING IN OR NOMINATED FOR A POSITION OF SIGNIFICANT TRUST. SEE PARAGRAPH 3.D.15.E. (U) ON THE LIMITED USE OF FAP/CRC RECORDS FOR SCREENING AND ADVERSE ACTION.

3.C.9.C.2. (U) RELEASE SUMMARIES OF SUBSTANTIATED TYPE I OR II ALLEGATIONS AGAINST AC/USAR SARCS, SHARP VAS, RECRUITERS, DRILL SERGEANTS, AND AIT PLATOON SERGEANTS TO HRC. HRC MAY THEN RELEASE THESE SUMMARIES TO THE APPROPRIATE WAIVER/REMOVAL AUTHORITIES, WHO MAY USE THEM ONLY TO DETERMINE SUITABILITY FOR THE SPECIFIC DUTY, AND NOT TO SUPPORT ADVERSE ACTION OR FOR ANY OTHER PURPOSE.

3.C.9.C.3. (U) RELEASE SUMMARIES OF SUBSTANTIATED TYPE I OR II ALLEGATIONS AGAINST ARNG PERSONNEL TO THE NGB J1. THE NGB J1 MAY THEN RELEASE THESE SUMMARIES THROUGH THE ARNG G1 TO THE STATE ADJUTANT GENERAL OR COMMANDING GENERAL FOR THE DISTRICT OF COLUMBIA, WHO MAY USE THEM ONLY TO DETERMINE SUITABILITY FOR THE SPECIFIC DUTY, AND NOT TO SUPPORT ADVERSE ACTION OR FOR ANY OTHER PURPOSE.

3.C.9.C.4. (U) RELEASE SUMMARIES OF SUBSTANTIATED TYPE I OR II ALLEGATIONS AGAINST INDIVIDUALS SELECTED FOR A CIVILIAN SARC, SHARP VA, TRAINING INSTRUCTOR (SHARP), SHARP PROGRAM MANAGER OR SHARP STAFF ADVISOR POSITION IN ACCORDANCE WITH THE CIVILIAN SCREENING POLICY (REF P). ALL EFFORTS SHOULD BE MADE TO LIMIT DISTRIBUTION OF THIS FAP/CRC INFORMATION.

3.C.10. (U) CRIMINAL INVESTIGATION COMMAND/US ARMY CRIME RECORDS CENTER (USACRC).

3.C.10.A. (U) UPON THE REQUEST OF HRC OR NGB, CONDUCT MILITARY CRIMINAL RECORDS CHECKS FOR MILITARY PERSONNEL ASSIGNED TO OR NOMINATED FOR POSITIONS OF SIGNIFICANT TRUST.

3.C.10.B. (U) IN ACCORDANCE WITH THE CIVILIAN SCREENING POLICY (REF P), LOCAL CID OFFICES WILL CONDUCT MILITARY CRIMINAL RECORDS CHECKS ON INDIVIDUALS SELECTED FOR A CIVILIAN SARC, SHARP VA, TRAINING INSTRUCTOR (SHARP), SHARP PROGRAM MANAGER, OR SHARP STAFF ADVISOR POSITION.

3.C.10.C. (U) RELEASE SUMMARIES OF FOUNDED ALLEGATIONS AGAINST CURRENT AND NOMINATED AC/USAR RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS TO HRC. FOR CURRENT RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS, HRC MAY RELEASE THESE SUMMARIES TO THE APPROPRIATE WAIVER/APPROVAL AUTHORITIES.

3.C.10.D. (U) RELEASE SUMMARIES OF FOUNDED ALLEGATIONS AGAINST ARNG PERSONNEL TO THE NGB J1. THE NGB J1 MAY THEN RELEASE THESE SUMMARIES THROUGH THE ARNG G1 TO THE STATE ADJUTANT GENERAL OR COMMANDING GENERAL FOR THE DISTRICT OF COLUMBIA.

3.D. (U) COORDINATING INSTRUCTIONS.

3.D.1. (U) THIS ORDER SUPERSEDES ALARACT 147/2013 HQDA EXORD 161-13 SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION PROGRAM ARMY STAND-DOWN (REF R).

3.D.1.A. (U) WAIVER/REMOVAL AUTHORITIES MAY RECONSIDER DECISIONS TO REMOVE SOLDIERS FROM POSITIONS OF SIGNIFICANT TRUST DUE TO "TYPE I REPORTS" IN EXORD 161-13 THAT ARE NO LONGER "TYPE I OFFENSES" IN THIS ORDER.

3.D.1.B. (U) WAIVER/REMOVAL AUTHORITIES MUST RECONSIDER DECISIONS TO REMOVE DRILL SERGEANTS AND AIT PLATOON SERGEANTS FROM THEIR POSITIONS IF THE REQUIREMENTS FOR REMOVING THEM IN AR 614-200 (REF M) WERE NOT FOLLOWED.

3.D.1.C. (U) WAIVER/REMOVAL AUTHORITIES FOR NON-CAREER RECRUITERS MUST RECONSIDER DECISIONS TO REMOVE NON-CAREER RECRUITERS FROM THEIR POSITIONS IF THE REQUIREMENTS FOR INVOLUNTARILY RECLASSIFYING AND REASSIGNING THEM IN AR 601-1 (REF J) WERE NOT FOLLOWED.

3.D.1.D. (U) THE DCS, G-1 CONVENED A ONE-TIME POSITION OF TRUST RETENTION BOARD (PTRB) TO MAKE RECOMMENDATIONS REGARDING WHETHER CAREER RECRUITERS, WHO COMMANDS IDENTIFIED AS BEING UNSUITABLE FOR CONTINUED RECRUITING DUTY IAW ALARACT 147/2013 (REF R), ARE STILL ELIGIBLE TO SERVE IN POSITIONS OF SIGNIFICANT TRUST.

3.D.1.E. (U) SOLDIERS MAY REQUEST REAPPOINTMENT TO A POSITION OF SIGNIFICANT TRUST IF THEY WERE REMOVED DUE TO MANDATORY DISQUALIFICATION CRITERIA IN EXORD 161-13 IF THOSE CRITERIA ARE WAIVERABLE IN THIS ORDER. THE GUIDANCE IN THIS ORDER FOR WAIVER CONSIDERATION STILL APPLIES.

3.D.2. (U) ALL UNITS MUST REPORT THROUGH THEIR ACOM, ASCC OR DRU. SUBORDINATE UNITS SHOULD WORK THROUGH THEIR CHAIN OF COMMAND FOR CONSOLIDATION OF ALL ORDER REQUIREMENTS.

3.D.3. (U) THIS ORDER DOES NOT PROVIDE SCREENING CRITERIA FOR CIVILIAN SHARP PROGRAM POSITIONS. CIVILIAN SHARP SCREENING IS COVERED IN THE CIVILIAN SCREENING POLICY (REF P).

3.D.4. (U) APPOINTING AUTHORITIES.

3.D.4.A. (U) THE APPOINTING AUTHORITY FOR AC/USAR MILITARY FULL-TIME AND COLLATERAL DUTY SARCS IS THE FIRST GENERAL OFFICER OR MEMBER OF THE SENIOR EXECUTIVE SERVICE IN THE SARC'S CHAIN OF COMMAND (AS DIRECTED IN REF N). THIS AUTHORITY MAY NOT BE DELEGATED.

3.D.4.B. (U) THE APPOINTING AUTHORITY FOR AC/USAR MILITARY FULL-TIME AND COLLATERAL DUTY SHARP VAS IS THE BRIGADE COMMANDER OR HIS OR HER EQUIVALENT-LEVEL COMMANDER OR CIVILIAN SUPERVISOR (SERVING IN A GRADE NO LOWER THAN COLONEL OR GS-15) (AS DIRECTED IN REF N). THIS AUTHORITY MAY NOT BE DELEGATED.

3.D.4.C. (U) THE APPOINTING AUTHORITY FOR ARNG MILITARY FULL-TIME SARCS AND SHARP VAS IS THE STATE ADJUTANT GENERAL.

3.D.4.D. (U) THE APPOINTING AUTHORITY FOR ARNG MILITARY COLLATERAL DUTY SARCS AND SHARP VAS IS THE FIRST O-6 COMMANDER IN THE SOLDIER'S CHAIN OF COMMAND.

3.D.4.E. (U) THE APPOINTING AUTHORITY FOR AC/USAR RECRUITERS, DRILL SERGEANTS AND AIT PLATOON SERGEANTS (BEFORE ASSIGNMENT) IS THE CG, HRC. THE CG, HRC, MAY DELEGATE THIS AUTHORITY TO THE DIRECTOR LEVEL, WHO MAY FURTHER DELEGATE IT NO LOWER THAN THE NOMINATIVE BRANCH CHIEF LEVEL. ALL DELEGATIONS MUST BE IN WRITING.

3.D.4.F. (U) THE APPOINTING AUTHORITY FOR ARNG RECRUITERS AND ARNG RSP CADRE IS THE FIRST O-6 COMMANDER IN THE SOLDIER'S CHAIN OF COMMAND.



3.D.4.G. (U) HIRING OF CIVILIAN AND MILTECH SARCS, SHARP VAS, SHARP TRAINING INSTRUCTORS, SHARP PROGRAM MANAGERS, AND SHARP STAFF ADVISORS IS PER CIVILIAN HIRING PROCEDURES AND POLICY.

3.D.5. (U) WAIVER/REMOVAL AUTHORITIES.

3.D.5.A. (U) THE WAIVER/REMOVAL AUTHORITY FOR AC/USAR MILITARY FULL-TIME AND COLLATERAL DUTY SARCS AND SHARP VAS IS THE FIRST GENERAL OFFICER OR MEMBER OF THE SENIOR EXECUTIVE SERVICE IN THE SOLDIER'S CHAIN OF COMMAND.

3.D.5.B. (U) THE WAIVER/REMOVAL AUTHORITY FOR ARNG MILITARY FULL-TIME AND COLLATERAL DUTY SARCS AND SHARP VAS IS THE STATE ADJUTANT GENERAL.

3.D.5.C. (U) THE WAIVER AUTHORITY FOR SOLDIERS NOMINATED TO SERVE AS AC/USAR RECRUITERS, DRILL SERGEANTS, AND AIT PLATOON SERGEANTS (INCLUDING MEDCOM) IS THE CG, HRC. THE CG, HRC, MAY DELEGATE THE AUTHORITY TO WAIVE ADMINISTRATIVE (NON-DEROGATORY) CRITERIA TO THE DIRECTOR LEVEL, WHO MAY FURTHER DELEGATE IT NO LOWER THAN THE NOMINATIVE BRANCH CHIEF LEVEL. ALL DELEGATIONS MUST BE IN WRITING.

3.D.5.D. (U) THE WAIVER/REMOVAL AUTHORITY FOR CURRENTLY SERVING AC/USAR RECRUITERS, DRILL SERGEANTS, AND TRADOC AIT PLATOON SERGEANTS IS THE CG, TRADOC, WHO MAY FURTHER DELEGATE THE AUTHORITY, IN WRITING, TO THE DCG, TRADOC.

3.D.5.E. (U) THE WAIVER/REMOVAL AUTHORITY FOR CURRENTLY SERVING AC/USAR MEDCOM AIT PLATOON SERGEANTS IS THE CG, MEDCOM.

3.D.5.F. (U) THE WAIVER/REMOVAL AUTHORITY FOR CURRENTLY SERVING ARNG RECRUITERS AND ARNG RSP CADRE IS THE CHIEF, NGB, WHO MAY FURTHER DELEGATE THE AUTHORITY, IN WRITING TO THE DIRECTOR, ARMY NATIONAL GUARD.

3.D.5.G. (U) WAIVER/REMOVAL AUTHORITY MAY NOT BE DELEGATED, EXCEPT AS EXPLICITLY SPECIFIED IN THIS (SEC)TION.

3.D.5.H. (U) CONTINUED EMPLOYMENT OF CIVILIAN AND MILTECH SARCS AND SHARP VAS IS PER CIVILIAN EMPLOYMENT POLICY.

3.D.5.I. (U) REMOVAL AUTHORITY ONLY APPLIES TO REMOVAL DUE TO DEROGATORY INFORMATION PRECLUDING SUITABILITY TO SERVE IN A POSITION OF SIGNIFICANT TRUST. THE APPOINTING AUTHORITY MAY REPLACE A SARC OR SHARP VA DUE TO PCS OR THE COMMANDER'S OR INDIVIDUAL'S REQUEST.

3.D.6. (U) MILITARY SCREENING CRITERIA.

3.D.6.A. (U) DISQUALIFYING OFFENSES ARE LISTED IN ANNEX B.

3.D.6.B. (U) CREDIBLE EVIDENCE, AS USED IN THIS ORDER, IS DEFINED AS A FOUNDED LAW ENFORCEMENT INVESTIGATION (AS DEFINED IN AR 190-45, OR REF D); A SUBSTANTIATED ALLEGATION CONTAINED IN AN INSPECTOR GENERAL OR OTHER ADMINISTRATIVE INVESTIGATION; OR OTHER UNFAVORABLE INFORMATION (AS DEFINED IN AR 600-37, OR REF H) DOCUMENTED IN A SOLDIER'S ARMY MILITARY HUMAN RESOURCES RECORD (AMHRR) OR, FOR RECRUITERS ONLY, IN THE RECRUITER IMPROPRIETY DATABASE OR SERIOUS INCIDENT REPORTING DATABASE MAINTAINED BY THE US ARMY RECRUITING COMMAND.

3.D.6.C. (U) CREDIBLE EVIDENCE OF A TYPE I OFFENSE WILL RESULT IN MANDATORY, NON-WAIVABLE DISQUALIFICATION FOR APPOINTMENT TO OR RETENTION IN A POSITION OF SIGNIFICANT TRUST. CREDIBLE EVIDENCE OF A TYPE II OFFENSE WILL ALSO RESULT IN DISQUALIFICATION FOR APPOINTMENT TO OR RETENTION IN A POSITION OF SIGNIFICANT TRUST, BUT THE DISQUALIFICATION MAY BE WAIVED (SEE PARA 3.D.10., BELOW).

3.D.7. (U) APPOINTMENT DISQUALIFICATION PROCESS.

3.D.7.A. (U) THE APPOINTING AUTHORITY WILL NOTIFY SOLDIERS WHO ARE DISQUALIFIED FROM SERVING IN A POSITION OF SIGNIFICANT TRUST BECAUSE OF CREDIBLE EVIDENCE OF A TYPE I OFFENSE, IN WRITING, OF THE BASIS OF THE DISQUALIFICATION; THEIR RIGHT TO CONSULT MILITARY COUNSEL OR CIVILIAN COUNSEL AT THEIR OWN EXPENSE; AND THE

PROCESS FOR SUBMITTING A REBUTTAL (SEE PARA 3.D.9.). THE APPOINTING AUTHORITY WILL ALSO PROVIDE THE SOLDIER WITH A COPY OF THE DISQUALIFYING INFORMATION, OR THE NAME AND ADDRESS OF THE AGENCY THAT REPORTED THE DISQUALIFYING INFORMATION.

3.D.7.B. (U) THE APPOINTING AUTHORITY WILL NOTIFY SOLDIERS WHO ARE DISQUALIFIED FROM SERVING IN A POSITION OF SIGNIFICANT TRUST BECAUSE OF CREDIBLE EVIDENCE OF A TYPE II OFFENSE, IN WRITING, OF THE BASIS OF THE DISQUALIFICATION; THEIR RIGHT TO CONSULT MILITARY COUNSEL OR CIVILIAN COUNSEL AT THEIR OWN EXPENSE; AND THE PROCESS FOR SUBMITTING A REBUTTAL OR WAIVER (SEE PARA 3.D.9. AND 3.D.10.). THE APPOINTING AUTHORITY WILL ALSO PROVIDE THE SOLDIER WITH A COPY OF THE DISQUALIFYING INFORMATION, OR THE NAME AND ADDRESS OF THE AGENCY THAT REPORTED THE DISQUALIFYING INFORMATION.

### 3.D.8. (U) SUSPENSION PROCESS.

3.D.8.A. (U) THE REMOVAL AUTHORITY WILL IMMEDIATELY SUSPEND AND TEMPORARILY REASSIGN ANY SOLDIER SERVING IN A POSITION OF SIGNIFICANT TRUST IF THEY LEARN THAT THE SOLDIER IS UNDER INVESTIGATION FOR A TYPE I OR TYPE II OFFENSE OR THERE IS CREDIBLE EVIDENCE THAT THE SOLDIER HAS COMMITTED A TYPE I OR TYPE II OFFENSE.

3.D.8.B. (U) THE REMOVAL AUTHORITY WILL FOLLOW THE NOTIFICATION REQUIREMENTS IN AR 601-1 (REF J), WHEN SUSPENDING RECRUITERS.

3.D.8.C. (U) THE REMOVAL AUTHORITY WILL NOTIFY OTHER SOLDIERS SUSPENDED FROM A POSITION OF SIGNIFICANT TRUST, IN WRITING, OF THE BASIS OF THE SUSPENSION.

3.D.8.D. (U) COMMANDERS WILL FLAG SOLDIERS UNDER INVESTIGATION IAW AR 600-8-2 (REF F).

### 3.D.9. (U) REBUTTAL MATTERS.

3.D.9.A. (U) SOLDIERS WHO BELIEVE THE DISQUALIFYING INFORMATION IS ERRONEOUS MUST NOTIFY THE APPOINTING/REMOVAL AUTHORITY, IN WRITING, OF THEIR INTENT TO SUBMIT REBUTTAL MATTERS WITHIN SEVEN (7) CALENDAR DAYS FROM THE DATE THEY RECEIVED THE DISQUALIFICATION NOTIFICATION TO REFUTE THE ACCURACY OF THE DISQUALIFYING INFORMATION. THEY MUST SUBMIT THEIR REBUTTAL MATTERS WITHIN THIRTY (30) CALENDAR DAYS OF DATE THEY RECEIVED THE DISQUALIFICATION NOTIFICATION. UNLESS A SOLDIER REQUESTS AND RECEIVES AN EXTENSION, FAILURE TO COMPLY WITH THESE SUSPENSES SHALL CONSTITUTE A WAIVER OF THE RIGHT TO SUBMIT REBUTTAL MATTERS.

3.D.9.B. (U) SOLDIERS CURRENTLY SERVING IN POSITIONS OF SIGNIFICANT TRUST, WHO ELECT TO SUBMIT REBUTTAL MATTERS, WILL BE SUSPENDED FROM THEIR POSITIONS UNTIL THE REBUTTAL MATTERS HAVE BEEN SUBMITTED AND CONSIDERED BY THE REMOVAL AUTHORITY.

3.D.9.C. (U) COMMANDS ARE NOT UNDER AN OBLIGATION TO RETURN SOLDIERS TO SERVICE AS A SARC OR SHARPVA IF THE DISQUALIFYING INFORMATION IS FOUND TO BE IN ERROR. SERVICE AS A SARC OR SAPR VA IS AT THE COMMANDER'S DISCRETION.

### 3.D.10. (U) WAIVER PROCESS.

3.D.10.A. (U) CURRENTLY SERVING RECRUITERS.

3.D.10.A.1. (U) CURRENTLY SERVING RECRUITERS WHO ARE DISQUALIFIED FOR RETENTION IN THEIR POSITION BECAUSE OF CREDIBLE EVIDENCE OF A TYPE I OFFENSE, MAY REQUEST A WAIVER TO CONTINUE TO SERVE AS A CAREER RECRUITER IF THERE IS NO RECORD THAT ACTION WAS TAKEN AS A RESULT OF THE CREDIBLE EVIDENCE.

3.D.10.A.2. (U). CURRENTLY SERVING RECRUITERS, WHO ARE AUTHORIZED TO REQUEST A WAIVER, MUST NOTIFY THE WAIVER AUTHORITY, IN WRITING, OF THEIR INTENT TO REQUEST A WAIVER WITHIN SEVEN (7) CALENDAR DAYS FROM THE DATE THEY RECEIVED THE DISQUALIFICATION NOTIFICATION, AND THEY MUST SUBMIT THEIR WAIVER REQUEST AND ANY MATTERS IN EXTENUATION OR MITIGATION TO THE WAIVER AUTHORITY WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE THEY RECEIVED THE DISQUALIFICATION NOTIFICATION.

UNLESS A SOLDIER REQUESTS AND RECEIVES AN EXTENSION, FAILURE TO COMPLY WITH THESE SUSPENSES SHALL CONSTITUTE A WAIVER OF THE RIGHT TO SUBMIT A WAIVER REQUEST AND ANY MATTERS IN EXTENUATION OR MITIGATION.

3.D.10.B. (U) SOLDIERS WHO ARE NOT CURRENTLY SERVING AS RECRUITERS, AND ARE DISQUALIFIED FROM SERVING IN A POSITION OF TRUST BECAUSE OF CREDIBLE EVIDENCE OF A TYPE I OFFENSE, MAY NOT REQUEST A WAIVER, BUT THEY MAY SUBMIT REBUTTAL MATTERS (SEE PARA 3.D.9.), IF THEY BELIEVE THE DISQUALIFYING INFORMATION IS ERRONEOUS.

3.D.10.C. (U) SOLDIERS WHO ARE DISQUALIFIED FROM SERVING IN A POSITION OF TRUST BECAUSE OF CREDIBLE EVIDENCE OF A TYPE II OFFENSE MAY REQUEST A WAIVER BY NOTIFYING THE WAIVER AUTHORITY, IN WRITING, OF THEIR INTENT TO REQUEST A WAIVER WITHIN SEVEN (7) CALENDAR DAYS OF THE DATE THEY RECEIVED THE DISQUALIFICATION NOTIFICATION, AND SUBMITTING THEIR WAIVER REQUEST AND ANY MATTERS IN EXTENUATION OR MITIGATION TO THE WAIVER AUTHORITY WITH THIRTY (30) CALENDAR DAYS OF THE DATE THEY RECEIVED THE DISQUALIFICATION NOTIFICATION. UNLESS A SOLDIER REQUESTS AND RECEIVES AN EXTENSION, FAILURE TO COMPLY WITH THESE SUSPENSES SHALL CONSTITUTE A WAIVER OF THE RIGHT TO SUBMIT A WAIVER REQUEST AND ANY MATTERS IN EXTENUATION OR MITIGATION.

3.D.10.D. (U) WAIVER AUTHORITIES.

3.D.10.D.1. (U) WAIVER AUTHORITIES MUST MAKE A FINAL DECISION REGARDING A WAIVER REQUEST WITHIN THIRTY (30) CALENDAR DAYS OF THE DATE THEY RECEIVE THE REQUEST.

3.D.10.D.2. (U) WAIVER AUTHORITIES WILL GRANT WAIVERS ONLY IN EXCEPTIONAL CIRCUMSTANCES, WHEN THE WAIVER AUTHORITY DETERMINES THAT, DESPITE THE DISQUALIFYING INFORMATION, THE INDIVIDUAL REQUESTING THE WAIVER IS STILL THE BEST QUALIFIED INDIVIDUAL TO SERVE IN A POSITION OF SIGNIFICANT TRUST, AND THE DISQUALIFYING INFORMATION DOES NOT CALL INTO QUESTION THE CHARACTER, CONDUCT, OR PERSONAL INTEGRITY OF THE INDIVIDUAL REQUESTING THE WAIVER.

3.D.10.D.3. (U) IF THE WAIVER IS DENIED, THE WAIVER AUTHORITY WILL NOTIFY THE APPROPRIATE APPOINTING/REMOVAL AUTHORITY.

3.D.10.D.4. (U) IF A WAIVER IS GRANTED FOR A SARC OR SHARP VA, THE WAIVER AUTHORITY WILL SIGN A MEMORANDUM FOR RECORD (MFR) ARTICULATING THE RATIONALE FOR THE WAIVER AND STATING WHY THE INDIVIDUAL IS STILL THE BEST SUITED INDIVIDUAL TO SERVE IN THAT POSITION. THE UNIT WILL SUBMIT A COPY OF THE WAIVER REQUEST AND MFR TO HRC AT [USARMY.KNOX.HRC.MBX.EPMD-EBSS@MAIL.MIL](mailto:USARMY.KNOX.HRC.MBX.EPMD-EBSS@MAIL.MIL), AND HRC WILL NOTIFY DA G1 SHARP OFFICE. THE SIGNED WAIVER MEMORANDUM WILL BE RETAINED BY THE UNIT FOR THE DURATION OF THE INDIVIDUAL'S ASSIGNMENT TO A POSITION OF SIGNIFICANT TRUST.

3.D.10.D.5. (U) IF A WAIVER IS GRANTED FOR A CURRENTLY SERVING RECRUITER, DRILL SERGEANT, OR AIT PLATOON SERGEANT, THE WAIVER AUTHORITY WILL SIGN A MFR ARTICULATING THE RATIONALE FOR THE WAIVER AND STATING WHY THE INDIVIDUAL IS STILL THE BEST SUITED INDIVIDUAL TO SERVE IN THAT POSITION. THE UNIT WILL SUBMIT A COPY OF THE WAIVER REQUEST AND MFR TO HRC AT [USARMY.KNOX.HRC.MBX.EPMD-RECRUITER-TEAM@MAIL.MIL](mailto:USARMY.KNOX.HRC.MBX.EPMD-RECRUITER-TEAM@MAIL.MIL) FOR RECRUITERS AND [USARMY.KNOX.HRC.MBX.EPMD-DRILL-SGT-\(SEC\)TION@MAIL.MIL](mailto:USARMY.KNOX.HRC.MBX.EPMD-DRILL-SGT-(SEC)TION@MAIL.MIL) FOR DRILL SERGEANTS AND AIT PLATOON SERGEANTS. THE SIGNED WAIVER MEMORANDUM WILL BE RETAINED BY THE UNIT FOR THE DURATION OF THE INDIVIDUAL'S ASSIGNMENT TO A POSITION OF SIGNIFICANT TRUST.

3.D.11. (U) REMOVAL PROCESS.

3.D.11.A. (U) NOTIFICATION REQUIREMENTS.

3.D.11.A.1. (U) THE REMOVAL AUTHORITY WILL NOTIFY SOLDIERS WHO ARE DISQUALIFIED FROM SERVING IN A POSITION OF TRUST BECAUSE OF CREDIBLE EVIDENCE OF A TYPE I OFFENSE, IN WRITING, OF THE BASIS OF THE DISQUALIFICATION; THEIR RIGHT TO CONSULT MILITARY COUNSEL OR CIVILIAN COUNSEL AT THEIR OWN EXPENSE; AND THE PROCESS FOR SUBMITTING A REBUTTAL (SEE PARA 3.D.9.). THE REMOVAL AUTHORITY WILL ALSO PROVIDE

THE SOLDIER WITH A COPY OF THE DISQUALIFYING INFORMATION, OR THE NAME AND ADDRESS OF THE AGENCY THAT REPORTED THE DISQUALIFYING INFORMATION.

3.D.11.A.2. (U) THE REMOVAL AUTHORITY WILL NOTIFY SOLDIERS WHO ARE DISQUALIFIED FROM SERVING IN A POSITION OF TRUST BECAUSE OF CREDIBLE EVIDENCE OF A TYPE II OFFENSE, IN WRITING, OF THE BASIS OF THE DISQUALIFICATION; THEIR RIGHT TO CONSULT MILITARY COUNSEL OR CIVILIAN COUNSEL AT THEIR OWN EXPENSE; AND THE PROCESS FOR SUBMITTING A REBUTTAL OR WAIVER (SEE PARA 3.D.9. AND 3.D.10.). THE REMOVAL AUTHORITY WILL ALSO PROVIDE THE SOLDIER WITH A COPY OF THE DISQUALIFYING INFORMATION, OR THE NAME AND ADDRESS OF THE AGENCY THAT REPORTED THE DISQUALIFYING INFORMATION.

3.D.11.B. (U) REMOVAL REQUIREMENTS.

3.D.11.B.1. (U) BEFORE INVOLUNTARILY REMOVING DRILL SERGEANTS OR AIT PLATOON SERGEANTS FROM THEIR POSITIONS, COMMANDERS MUST COMPLY WITH THE REQUIREMENTS OF AR 614-200 (REF M).

3.D.11.B.2. (U) BEFORE INVOLUNTARILY REMOVING RECRUITERS FROM THEIR POSITIONS, COMMANDERS MUST COMPLY WITH THE REQUIREMENTS OF AR 601-1 (REF J).

3.D.11.C. (U) DOCUMENTATION REQUIREMENTS.

3.D.11.C.1. (U) REMOVAL AUTHORITIES WILL DOCUMENT THEIR RATIONALE FOR REMOVING AN INDIVIDUAL FROM A POSITION OF SIGNIFICANT TRUST IN A MFR.

3.D.11.C.2. (U) REMOVAL AUTHORITIES WILL FORWARD A COPY OF THE MFR FOR RECRUITERS, DRILL SERGEANTS, AND AIT PLATOON SERGEANTS TO HRC AT [USARMY.KNOX.HRC.MBX.EPMD-RECRUITER-TEAM@MAIL.MIL](mailto:USARMY.KNOX.HRC.MBX.EPMD-RECRUITER-TEAM@MAIL.MIL) FOR RECRUITERS, AND [USARMY.KNOX.HRC.MBX.EPMD-DRILL-SGT-\(SEC\)TION@MAIL.MIL](mailto:USARMY.KNOX.HRC.MBX.EPMD-DRILL-SGT-(SEC)TION@MAIL.MIL) FOR DRILL SERGEANTS AND PLATOON SERGEANTS.

3.D.11.C.3. (U) REMOVAL AUTHORITIES WILL FORWARD A COPY OF THE MFR FOR SARCS AND SHARP VAS THROUGH THE ACOM, ASCC OR DRU TO THE SHARP PROGRAM OFFICE, WHICH WILL REVOKE THE INDIVIDUAL'S CREDENTIALS AND COORDINATE WITH HRC FOR THE REMOVAL OF THE INDIVIDUAL'S ASI 1B AND STABILIZATION CODING, AND THE ADDITION OF CODING TO (RES)TRICT THE INDIVIDUAL FROM BEING APPOINTED TO POSITIONS OF SIGNIFICANT TRUST IN THE FUTURE.

3.D.11.D. (U) THE REMOVAL PROCESS DEFINED IN THIS ORDER ONLY APPLIES TO THE INVOLUNTARY REMOVAL OF AN INDIVIDUAL FROM A POSITION OF SIGNIFICANT TRUST DUE TO CREDIBLE EVIDENCE OF A TYPE I OR TYPE II OFFENSE. IF AN INDIVIDUAL IS BEING REPLACED DUE TO PCS OR THE COMMANDER'S OR INDIVIDUAL'S REQUEST, THEN THE REMOVAL PROCESS DEFINED IN THIS ORDER WILL NOT APPLY.

3.D.12. (U) UNITS WILL VERIFY WITH LOCAL (SEC)URITY MANAGERS THAT ALL CURRENT AND NOMINATED MILITARY SARCS OR SHARP VAS HAVE A FAVORABLE NATIONAL AGENCY CHECK WITH LAW AND CREDIT (NACLC) INVESTIGATION. UNITS WILL ALSO COMPLETE ALL LOCAL SCREENING REQUIREMENTS BEFORE SUBMITTING NAMES FOR CENTRALIZED SCREENING. A NACLC CHECK IS REQUIRED FOR CREDENTIALING AND CANNOT BE WAIVED.

3.D.13. (U) LOCAL CIVILIAN POLICE CHECKS.

3.D.13.A. (U) UNITS SHOULD REQUEST LOCAL CIVILIAN POLICE CHECKS FROM THE INSTALLATION PM/DES THAT IS NEAREST TO THE SOLDIER'S CURRENT DUTY LOCATION.

3.D.13.B. (U) THE PM/DES WILL NOT CONDUCT CHECKS OF COPS RECORDS FOR PERSONNEL SERVING IN OR NOMINATED FOR POSITIONS OF SIGNIFICANT TRUST. THE COPS CHECK WILL BE INCLUDED IN THE CENTRALIZED CID/CRC CHECK (SEE 3.D.15. FOR INFORMATION ON CENTRALIZED SCREENING).

3.D.13.C. (U) IF THERE IS A COST ASSOCIATED WITH THE LOCAL CHECKS THAT CANNOT BE COVERED LOCALLY, UNITS SHOULD REPORT THE FUNDING ISSUE THROUGH THE ACOM, ASCC OR DRU.

3.D.13.D. (U) FOR OVERSEAS LOCATIONS AND THOSE LOCATIONS IN WHICH THE PM/DES IS UNABLE TO CONDUCT STATE AND LOCAL CHECKS DUE TO RESOURCE OR LEGAL LIMITATIONS, THE UNIT WILL ANNOTATE THE LIMITATION IN THE REPORT TO THE ACOM, ASCC OR DRU.

3.D.14. (U) NATIONAL SEX OFFENDER PUBLIC WEBSITE

3.D.14.A. (U) UNITS WILL ACCESS THE DEPARTMENT OF JUSTICE NATIONAL SEX OFFENDER PUBLIC WEBSITE (NSOPW) AT [HTTP://WWW.NSOPW.GOV](http://www.nsopw.gov). THE ARMY IS PURSUING CENTRALIZED SEX OFFENDER REGISTRY SCREENING CAPABILITY, BUT COMMANDS MUST SCREEN INDIVIDUALS BY NAME AND PICTURE UNTIL THIS CAPABILITY IS ESTABLISHED. THEREFORE, THE SCREENING MUST BE COMPLETED BY SOMEONE WHO CAN VISUALLY RECOGNIZE THE PERSON BEING SCREENED (VIA PHOTO RECOGNITION).

3.D.14.B. (U) NSOPW IS A PUBLIC RESOURCE THAT SEARCHES THE PUBLIC SEX OFFENDER REGISTRIES FROM ALL 50 STATES, THE DISTRICT OF COLUMBIA, THE FIVE PRINCIPAL U.S. TERRITORIES, AND FEDERALLY RECOGNIZED INDIAN TRIBES. IT IS NOT THE SAME DATABASE AS THE FBI'S NATIONAL SEX OFFENDER REGISTRY. THE INFORMATION APPEARING ON THE WEBSITE IS FOR INFORMATIONAL PURPOSES ONLY AND IS ONLY TO BE USED TO PROMPT FURTHER INVESTIGATION IN THE EVENT OF A NAME/PICTURE MATCH.

3.D.14.C. (U) IF A NAME SEARCH INDICATES A POTENTIAL MATCH WITH A PERSON SERVING IN OR NOMINATED FOR A POSITION OF SIGNIFICANT TRUST, THE COMMAND MUST COMMUNICATE WITH THE RESPONSIBLE JURISDICTION AND/OR THE LOCAL LAW ENFORCEMENT AGENCY WHERE THE OFFENDER RESIDES, WORKS, OR ATTENDS SCHOOL, AS APPROPRIATE, TO CONFIRM THE IDENTITY AND INFORMATION. NO ADVERSE ACTION OR SUITABILITY DETERMINATION WILL BE MADE SOLELY BASED ON INFORMATION LISTED ON THE NSOPW.

3.D.14.D. (U) COMMON NAMES MAY PROVIDE A LARGE NUMBER OF RESULTS. A GOOD FAITH EFFORT WILL BE MADE TO REVIEW THE LIST PROVIDED BY THE NSOPW, BUT REVIEWERS ARE NOT EXPECTED TO SPEND SIGNIFICANT TIME IF THE RESULTS ARE TOO NUMEROUS. IF COMMANDS ARE UNABLE TO CONDUCT AN EXHAUSTIVE REVIEW OF THE NSOPW, THEY WILL NOTE THE REASON/S IN THE REMARKS ON THE SCREENING WORKSHEET (ANNEX A) FOR SARCS OR SAPR VAS OR ON A COMPARABLE LOCAL WORKSHEET FOR OTHER POSITIONS OF SIGNIFICANT TRUST.

3.D.15. (U) CENTRALIZED MILITARY SCREENING

3.D.15.A. (U) FOR AC/USAR, HRC WILL CONDUCT OR REQUEST THE FOLLOWING SCREENS: (RES)TRICTED-FICHE IN AMHRR, IG FILES, CID/CRC, FAP/CRC AND, EXCEPT FOR SARCS AND SHARP VAS, DOD CAF.

3.D.15.B. (U) FOR THE ARMY NATIONAL GUARD, STATES WILL SUBMIT THEIR REQUESTS THROUGH NGB, WHICH WILL COORDINATE WITH CID, DAIG AND IMCOM FOR CENTRALIZED SCREENS.

3.D.15.C. (U) HRC WILL MANAGE THE SELECTION AND SCREENING PROCESS FOR RECRUITERS (AC/USAR), DRILL SERGEANTS, AND AIT PLATOON SERGEANTS.

3.D.15.D. (U) AC/USAR UNITS WILL SUBMIT THEIR REQUESTS FOR CENTRALIZED SCREENING OF SARCS/SHARP VAS TO THEIR ACOM, ASCC OR DRU.

3.D.15.D.1. (U) ACOMS, ASCCS AND DRUS WILL CONSOLIDATE REQUESTS FOR CENTRALIZED SCREENING OF SARCS/SHARP VAS FROM SUBORDINATE COMMANDS/UNITS AND SUBMIT THEM TO HRC ON AN EXCEL SPREADSHEET THAT INCLUDES THE FOLLOWING DATA ELEMENTS: FULL NAME, FULL SSN, RANK, DATE OF BIRTH, MOS OR AOC AND DUTY STATUS (AC, AGR OR RESERVE).

3.D.15.D.2. (U) ACOMS, ASCCS AND DRUS WILL SEND THE SPREADSHEET BY ENCRYPTED EMAIL TO [USARMY.KNOX.HRC.MBX.EPMD-EBSS@MAIL.MIL](mailto:USARMY.KNOX.HRC.MBX.EPMD-EBSS@MAIL.MIL).

3.D.15.D.3. (U) HRC WILL RETURN SCREENING RESULTS TO THE ORIGINATING MAILBOX WITHIN 90 DAYS OF RECEIPT. REQUESTORS WILL RECEIVE AN OUTGOING TRANSMITTAL THAT IDENTIFIES SOLDIERS AS CLEARED, TYPE I, OR TYPE II. DISQUALIFIED SOLDIERS WILL BE NOTIFIED THROUGH AKO THAT UNFAVORABLE INFORMATION WAS FOUND, WHAT AGENCY

REPORTED THE INFORMATION, AND HOW TO REQUEST THE INFORMATION (FREEDOM OF INFORMATION ACT REQUEST).

3.D.15.E. (U) IAW AR 608-18 (REF K), FAP/CRC FINDINGS MAY NOT BE USED AS THE SOLE BASIS FOR DISQUALIFYING AN INDIVIDUAL FROM APPOINTMENT TO OR RETENTION IN A POSITION OF SIGNIFICANT TRUST. IF COMMANDS INTEND TO DISQUALIFY AN INDIVIDUAL FROM APPOINTMENT TO OR RETENTION IN A POSITION OF SIGNIFICANT TRUST BASED SOLELY ON INFORMATION FROM THE ARMY CENTRAL REGISTRY, THEY WILL CONDUCT FURTHER RESEARCH AND CONSULT WITH THEIR SUPPORTING LEGAL OFFICE.

3.D.15.F. (U) UNITS MUST ALLOW SUFFICIENT LEAD TIME TO COMPLETE CENTRALIZED SCREENING PRIOR TO APPOINTMENT AND/OR TRAINING. AC/USAR UNITS IN SHORT-TOUR LOCATIONS MAY ESTABLISH EXPEDITED SCREENING BY COORDINATING WITH HRC AT [USARMY.KNOX.HRC.MBX.EPMD-EBSS@MAIL.MIL](mailto:USARMY.KNOX.HRC.MBX.EPMD-EBSS@MAIL.MIL).

3.D.15.G. (U) HRC AND THE SHARP PROGRAM OFFICE WILL COMMUNICATE ONLY WITH ACOMS, ASCCS AND DRUS REGARDING SCREENING RESULTS.

3.D.16. (U) RECRUITERS. FOR THE PURPOSES OF THIS ORDER, RECRUITERS INCLUDE ALL SOLDIERS PERFORMING A DIRECT RECRUITING FUNCTION THAT SUPPORTS THE ACCOMPLISHMENT OF THE RECRUITING MISSION. THIS MAY INCLUDE SOLDIERS HOLDING THE PRIMARY MOS OF 79R, DEPARTMENT OF THE ARMY SELECT RECRUITERS, RECRUITING OFFICERS, RECRUITING WARRANT OFFICERS, RECRUITING COMPANY/BATTALION/ BRIGADE COMMANDERS, AND MOS IMMATERIAL RECRUITING BATTALION AND BRIGADE COMMAND SERGEANTS MAJOR. NON-RECRUITING BATTALION AND BRIGADE STAFF, RECRUITING COMMAND HEADQUARTERS STAFF, AND RECRUITERS SERVING ON HQDA STAFF, WHO DO NOT PERFORM A DIRECT RECRUITING FUNCTION, ARE EXEMPT FROM THE SCREENING REQUIREMENTS, UNLESS NOMINATED TO SERVE IN ANOTHER POSITION OF SIGNIFICANT TRUST.

3.D.17. (U) APPOINTMENT OF MILITARY PERSONNEL.

3.D.17.A. (U) PRIOR TO THE APPOINTMENT OF ANY PERSON TO A POSITION OF SIGNIFICANT TRUST, THE NOMINEE MUST UNDERGO BOTH CENTRALIZED BACKGROUND SCREENING AND LOCAL SCREENING, AS OUTLINED IN ANNEX A, INCLUDING A BEHAVIORAL HEALTH INTERVIEW FOR ACTIVE AND AGR FULL-TIME POSITIONS.

3.D.17.B. (U) FOR SARCS AND SHARP VAS, THE TIMELINE FOR SCREENING, TRAINING, BEHAVIORAL HEALTH INTERVIEWS, AND CREDENTIALING CAN BE SIGNIFICANT. COMMANDS MUST ALLOW UP TO 6 (SIX) MONTHS FOLLOWING NOMINATION BEFORE NEW PERSONNEL MAY BE QUALIFIED TO SERVE AS A SARC OR SHARP VA.

3.D.17.C. (U) UNITS WILL FOLLOW THE SCREENING PROCEDURES OUTLINED IN THIS ORDER FOR NOMINATED SARCS AND SHARP VAS. WHEN UNITS COMPLETE SCREENING ON NOMINATED PERSONNEL, THEY WILL PROVIDE THOSE COMPLETED FINDINGS TO THEIR ACOM, ASCC OR DRU FOR SUBMISSION TO THE ARMY G-1. SUBMISSIONS MUST INCLUDE THOSE SCREENED AND NOT SELECTED DUE TO DEROGATORY INFORMATION TO PREVENT SCREENING OF THE SAME INDIVIDUAL FOR A DIFFERENT UNIT OR AT A FUTURE DATE.

3.D.17.D. (U) COMMANDERS RETAIN DISCRETION TO SELECT, NOMINATE, AND APPOINT MILITARY SARC AND SHARP VA PERSONNEL FROM WITHIN THEIR FORMATIONS AND THE INSTALLATION. SENIOR COMMANDERS RETAIN CURRENT CROSS-LEVELING MANAGEMENT AUTHORITY.

3.D.17.E. (U) IF A REPLACEMENT CANNOT BE IDENTIFIED FROM EXISTING PERSONNEL, ACOM, ASCC OR DRU G1S WILL COORDINATE REQUIREMENTS WITH HRC OPMD OR EPMD. COMMANDS MUST PROJECT UP TO 9 (NINE) MONTHS BEFORE FULLY QUALIFIED, TRAINED PERSONNEL MAY ARRIVE TO SERVE AS A SARC OR SHARP VA.

3.D.17.F. (U) IF A GAP IN SARC OR SHARP VA SERVICES IS CREATED BY THE SUSPENSION OF A SARC OR SHARP VA, THE COMMAND SHOULD WORK TO DEVELOP A MITIGATION STRATEGY

IN CONJUNCTION WITH OTHER COMMANDS OR THE DCS G-1 TO ENSURE VICTIM RESPONSE AND CARE IS NOT DEGRADED.

3.D.17.G. (U) MOS/AOC/WOPMOS MIS-MATCH IS AUTHORIZED FOR ASI 1B POSITIONS WITH THE EMPHASIS ON ASI 1B QUALIFICATION OR THE ABILITY TO MEET REQUIREMENTS FOR AWARD OF ASI 1B.

3.D.17.H. (U) THE DCS G-1 IS THE WAIVER AUTHORITY FOR RANK REQUIREMENTS FOR SARC AND SHARP VAS.

3.D.18. (U) REASSIGNMENT/RECLASSIFICATION. FOR THOSE AC AND USAR CASES WHERE SUSPENSION OR REMOVAL REQUIRES REASSIGNMENT (RECRUITERS, DRILL SERGEANTS, AIT PLATOON SERGEANTS), THE UNIT WILL COORDINATE WITH HRC FOR REASSIGNMENT, RECLASSIFICATION OR OTHER PERSONNEL ACTION IAW AR 601-1 (REF J) OR AR 614-200 (REF M) AFTER COMPLYING WITH THE REQUIREMENTS OF THE APPLICABLE REGULATION.

3.D.19. (U) STABILIZATION/EXTENSIONS.

3.D.19.A. (U) FOR CONUS AND OCONUS LONG-TOUR AREAS, THE STANDARD TOUR LENGTH FOR FULL-TIME SARCS AND SHARP VAS IS 24 MONTHS IN POSITION. FOR SHORT TOUR AREAS, THE STANDARD TOUR LENGTH IS 12 MONTHS IN THE POSITION. PERIODS SERVED AS COLLATERAL DUTY DO NOT COUNT TOWARD STABILIZATION IN A FULL-TIME POSITION. OCONUS SELECTEES WHOSE DEROS DOES NOT MEET THE STANDARD TOUR LENGTH REQUIREMENTS MUST VOLUNTARILY EXTEND IAW EXISTING POLICIES AND PROCEDURES TO MEET THE 24 MONTH/12 MONTH STANDARD TOUR LENGTH.

3.D.19.B. (U) EXTENSION BEYOND TWO YEARS IN A SARC/SHARP VA POSITION IS DEPENDENT UPON RENEWAL OF CREDENTIALING; SOLDIERS CANNOT SERVE IN A SARC/SHARP VA POSITION IF THEIR CREDENTIALS ARE EXPIRED, EVEN IF RENEWAL IS PENDING.

3.D.19.C. (U) PERSONNEL STABILIZATIONS AND EXTENSIONS MAY NEED TO BE COORDINATED WITH HRC ASSIGNMENT MANAGERS IAW EXISTING POLICIES AND PROCEDURES.

3.D.20. (U) THE REQUIREMENT FOR BEHAVIORAL HEALTH INTERVIEWS OUTLINED IN THIS ORDER DOES NOT APPLY TO COLLATERAL DUTY SARCS AND SHARP VAS OR CIVILIANS.

3.D.21. (U) ANY COMMANDER OR SUPERVISOR CONTEMPLATING ADVERSE ACTION AS THE RESULT OF COMPLIANCE WITH THIS ORDER WILL CONSULT WITH HIS/HER SERVICING LEGAL ADVISOR BEFORE TAKING ACTION.

3.D.22. (U) ALL SCREENING REQUIREMENTS FOR MILITARY PERSONNEL OUTLINED IN THIS ORDER MUST BE MET PRIOR TO APPOINTMENT TO A POSITION OF SIGNIFICANT TRUST AND UPON REASSIGNMENT TO ANOTHER POSITION OF SIGNIFICANT TRUST.

3.D.23. (U) ANNEXES.

3.D.23.A. (U) ANNEX A: SARC AND SHARP VA SCREENING WORKSHEET

3.D.23.B. (U) ANNEX B: ADJUDICATION CRITERIA

3.D.23.C. (U) ANNEX C: SCREENING MATRIX

3.D.23.D. (U) ANNEX D: AUTHORITY MATRIX

3.D.23.E. (U) ANNEX E: MEDICAL TREATMENT FACILITIES

4. (U) SUSTAINMENT. NOT USED.

5. (U) COMMAND AND SIGNAL. THE POINTS OF CONTACT FOR THIS ORDER ARE MR. ALBERT EGGERTON, ALBERT.S.EGGERTON.CIV@MAIL.MIL, AND MAJ KIMBERLY MCVEY, KIMBERLY.D.MCVEY.MIL@MAIL.MIL.

6. (U) EXPIRATION DATE OF THIS MESSAGE CANNOT BE DETERMINED.