



UNITED STATES MARINE CORPS
26TH MARINE EXPEDITIONARY UNIT
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MEUO 1752.1
SARC
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26TH MARINE EXPEDITIONARY UNIT ORDER 1752.1

From: Commanding Officer, 26th Marine Expeditionary Unit
To: Distribution List A

Subj: STANDARD OPERATING PROCEDURES FOR THE SEXUAL ASSAULT PREVENTION
AND RESPONSE PROGRAM

Ref: (a) DODI 6495.02
(b) MCO 1752.5C
(c) MCO 3504.2A
(d) NAVMC 1752.5

Encl: (1) MEUPol 6-20 Sexual Assault Response

1. Situation. To provide policy and procedural guidance for prevention and response to sexual assault incidents within the Command Element (CE), 26th Marine Expeditionary Unit (MEU), in accordance with references (a) through (d).

a. Sexual assault is a criminal act. It is defined by the Department of Defense as intentional sexual contact characterized by the use of force, threats, intimidation, or abuse of authority when the victim does not or cannot consent.

b. The term sexual assault includes a broad category of sexual offenses consisting of the following Uniformed Code of Military Justice (UCMJ)-specific offenses: rape, sexual assault, aggravated sexual contact, abusive sexual contact, forcible sodomy (forced oral or anal sex), or attempt to commit these offenses.

2. Cancellation. This Order cancels MEUO 1752 published on 9 December 2019.

2. Mission. This Order provides information, policies, and procedures as they relate to the 26th MEU Sexual Assault Prevention and Response (SAPR) program and applies to the Command Element and all composited forces of the 26th MEU.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commanders Intent. Victims of sexual assault will be treated with sensitivity, decency, and respect. Victims will receive appropriate medical, emotional, psychological, legal, and social services. Care will be given to ensure that the identity of the victim of sexual assault who elects to file an unrestricted report is released only to those who have a legitimate need-to-know in accordance with reference (b). Official need-to-know, for the purposes of SAPR, is typically considered to be the command team (e.g. Commanding Officer (CO), Executive Officer (XO), Sergeant Major (SgtMaj), and the Sexual Assault Response Coordinator (SARC). In accordance with the references, victims who choose to make a restricted report will have that choice honored to the fullest extent and will receive the level of support they elect. Victim safety is paramount at all times. Victims who

feel confident that their personal safety will be protected, that they will not be re-victimized by the organization, and that they will have access to the resources necessary to heal.

(2) Concept of Operations. Commands shall have a 24/7 response capability and will coordinate efforts and resources, regardless of where the sexual assault occurred, to direct optimal and safe administration of both reporting options and provide the appropriate protection, medical care, counseling, and advocacy. Situations not covered in this document are found in more detail within the references. Victims of sexual assault have two methods of reporting sexual assault: restricted and unrestricted reporting.

(a) Restricted reporting. Restricted reporting is the option that allows sexual assault victims to disclose the assault to specified individuals with confidentiality (i.e., SARC, SAPR VA, Chaplain, VLC or healthcare personnel) and receive medical treatment - including emergency care, counseling, and advocacy services without triggering an investigation. The victim's report provided to healthcare personnel - including information acquired from a Sexual Assault Forensic Exam (SAFE) kit, SARCs, or SAPR VAs shall not be reported to law enforcement or the command investigation unless the victim consents to make the report unrestricted.

(b) Unrestricted reporting. Unrestricted reporting is the process to disclose that a service member is a victim of sexual assault and ensures command notification and law enforcement involvement. Under these circumstances, the victim's report is provided to law enforcement and may be used to investigate/prosecute the crime. In accordance with reference (b), if the person to whom the victim confided the information (e.g., roommate, friend, and family member) is in the victim's chain of command or a law enforcement officer, there can be no restricted report and the information shall be reported to the command and Naval Criminal Investigative Service (NCIS). Marines are mandated to report observed incidents of sexual assault.

(c) Confidentiality. Confidentiality applies to all covered communications. Covered communications are oral, written, electronic communications of personally identifiable information made by a victim to a SARC, SAPR VA, chaplain, healthcare provider, or mental health counselor related to their sexual assault. All involved parties must maintain the integrity of the confidentiality policy.

(d) Training. SAPR training on the will be scheduled training plan and sexual assault prevention and awareness training will be conducted annually and prior to deployments. All training will be performed by a certified and appointed SAPR VA and documented by the S-3 in Marine Corps Total Force System (MCTFS/Marine Corps Training Information Management System (MCTIMS)).

(e) Case Management Group. The Case Management Group (CMG) is the venue to review all unrestricted reports of sexual assault. The CO is required to attend the CMG and is encouraged to call in while the MEU is deployed. If the CO cannot attend, an "acting" letter is required for a command representative to take their place.

(f) Quality Assurance. The lead SARC shall maintain the 26th MEU CE SAPR Program inspection binder in accordance with the Inspector General (IG) Functional Area Checklist 1752. The binder along with records shall be reviewed quarterly to maintain program compliance. Command SARCs should also publish a policy statement within 90 days of a change of command, ensure the incoming CO attends mandatory training.

(g) Officers and Staff Non-Commissioned Officers

1. Sexual Assault Prevention

a. Establish a climate of on mutual respect and trust, recognize and embrace diversity, and value the contribution of every member of the unit.

b. Ensure Marines are aware of the commitment to maintain a healthy unit environment that is safe, contributes to their well-being and enhances the ability of the unit to accomplish its mission.

c. Reiterate a "zero tolerance" policy on sexual assault and the potential consequences for those who choose to violate the law.

d. Encourage sexual assault prevention by incorporating bystander intervention techniques and risk mitigation information for victimization and perpetration in all safety and liberty briefings.

e. Remain cognizant of the organization's climate and respond with appropriate action toward any negative trends that may emerge.

f. Ensure supervisors and leaders at every level understand their responsibility in preventing sexual assault. They shall intervene and/or report when they witness or are informed of any issues related to sexual assault to include retaliation, ostracism, and/or maltreatment.

2. In the event that a sexual assault occurs:

a. Discourage members from participating in "barracks gossip" or speculation about the case or investigation, reminding all to withhold conclusions until all facts are known and the final disposition of the allegation has occurred.

b. Advise those who may have knowledge of the events leading up to or surrounding the incident to fully cooperate with any investigation involved.

c. Remind members that discussion of a possible sexual assault incident might compromise an investigation.

d. Emphasize that the alleged offender is presumed innocent until proven guilty.

3. Follow protocol for responding to allegations of sexual assault (unrestricted reports).

(h) Procedures following a report:

1. Victims may make a report of sexual assault to a command SAPR VA in person. While in garrison, reports can be made via the Marine Corps Base Camp Lejeune 24/7 Sexual Assault Support Line at 910-750-5852.

2. The SAPR VA will review and discuss the Victim Reporting Preference Statement (VRPS) and all other forms related to the reporting of a sexual assault. Victims shall be informed of all available resources to including the Victim Legal Counsel (VLC) and the Victim Witness Assistance Coordinator (VWAC).

3. Report any safety concerns or issues to the SAPR VA, SARC and/or command to include if the accused is nearby, issues related to retaliation, ostracism, or any forms of maltreatment by the accused or their friends, coworkers, etc.

4. Report the need for medical, emergency care, counseling, and advocacy to your SAPR VA, SARC and/or command during the initial reporting and throughout the course of the investigation.

5. Strictly limit knowledge of the facts or details regarding the incident to only those personnel who have a legitimate need-to-know. For unrestricted reports, NCIS will be notified as soon as the victim's immediate safety is assured and the victim's medical treatment procedures are in motion.

6. Leaders shall collect only the necessary information (e.g. victim's identity, location and time of incident, name and/or disposition of the offender(s)) and ensure that the victim is not being pressured or asked detailed questions about the incident, to include questioning from the command.

7. Victims shall be advised of the need to preserve evidence (by not bathing, showering, washing garments, etc.) while waiting for the arrival of representatives or military criminal investigative services.

8. Determine if the victim desires/needs a "no contact" order or Military Protective Order (MPO) issued, particularly if the victim and the accused are assigned to the same command, unit, duty location, or living quarters.

9. Determine the need for temporary reassignment to another unit, ship, duty location, living quarters, or installation for the victim or the accused. If the CO of the accused is different than the CO of the victim, Commanders shall coordinate until there is a final legal disposition of the sexual allegation and/or the victim is no longer in danger.

10. Submit OPREP-3/SIR report per MCO 3504.2.

11. Submit the required 8-day report.

12. For victims who are assessed to be in a high-risk situation, the SAPR VA, SARC, and CO shall stand up a multi-disciplinary High-Risk Response Team (HRRT) within 24 hours of the notification. The HRRT shall be made up of the CO, the accused's CO, SARC, SAPR VA, NCIS agent, Staff Judge Advocate (SJA), VLC, VWAC, victim's healthcare providers, and victim's counseling provider. The HRRT shall be held weekly until the safety concerns have been resolved. The first assessment shall be made to the installation Commander, CMG chair and co-chair, and the II MEF Commanding General within 24 hours activation. The CO shall inform the CMG chair/co-chair weekly of the victim's status, until the safety concerns identified are resolved.

13. The HRRT assessment of the victim shall include, but is not limited to evaluating:

a. Victim's safety concerns.

b. Previous or existing relationship or friendship between the victim and accused, or the accused and the victim's spouse, or

victim's dependents, the existence of children in common, or the sharing (or prior sharing) of a common domicile.

c. Whether the accused (or the accused's friends or family members) has destroyed the victim's property; threatened or attacked the victim; or threatened, attempted or has a plan to harm or kill the victim or the victim's family members; or intimidated the victim to withdraw participation in the investigation or prosecution.

d. Whether the alleged offender is a flight risk.

(i) Only the CO or acting Commander appointed in writing shall attend the monthly CMG. Should the CO be unable to attend, contact shall be made with the CMG chair/co-chair in advance to request an alternate date or to request communication accommodations (video teleconference, conference call, etc.) in order to review the case(s). The SARC should attend the monthly meeting to provide victim updates.

(j) Procedures specific to the alleged offender, contact the SJA.

1. Avoid questioning about the sexual assault allegation with the alleged offender, to the extent possible, since doing so may jeopardize the criminal investigation.

2. Any contact with a service member suspected of an offense under Chapter 47 of MCO P5800.16A may involve rules and procedures that ensure due process and are unique to the military criminal justice system. Before questioning or discussing the case with the alleged offender, commanders and other command representatives should first contact the servicing legal office for guidance.

3. If questioning does occur, advise the accused service member their rights under Article 31 of the UCMJ.

4. Safeguard the alleged offender's rights and preserve the integrity of a full and complete investigation, by limiting any investigative interviews or inquiries by personnel other than by those with a legitimate need-to-know.

5. With guidance from the SARC, submit OPREP-3/SIR report and subsequent 8-day brief. Ensure the SARC is tracking the case and receiving updates from the SJA, CO, and other key stakeholders.

b. Scheme of Maneuver. When composited, the 26th MEU will appoint a command SARC to ensure the effective management of the SAPR program and that all victims receive the appropriate advocacy services. The SARC must meet the requirements outlined in reference (a). Reference (b) requires a minimum of two SAPR VAs for each operational battalion, squadron, and equivalent-sized command. When deployed, it is encouraged that there is at least one SAPR VA on each ship to manage reports and support victims of sexual assault in a timely manner.

(1) If a unit does not have enough SAPR VAs and a victim needs support, the victim has the following options:

(a) Have the 26th MEU CE temporarily assist the victim until unit SAPR VAs are available.

(b) When the MEU is not deployed, request a Civilian Victim Advocate (CVA). The CVA can provide permanent or temporary SAPR VA support until a unit SAPR VA is available.

(c) Request the command SARC provide support until a SAPR VA is available. Command SARCs are always available to victims of sexual assault, but SAPR VAs and/or CVAs are the primary source for daily, routine, and continuous support.

(2) In the event the 26th MEU SARC or SAPR VA are not available in garrison, victims may utilize the Marine Corps Installations East (MCI-East) - Marine Corps Base (MCB) Camp Lejeune's 24/7 Sexual Assault Support Line at 910-750-5852 or the Department of Defense Safe Helpline at 1-877-995-5247 to obtain support. Through the Camp Lejeune 24/7 Sexual Assault Support Line, the on-call SAPR VA, or Civilian VA of Marine Corps Community Services (MCCS) SAPR program will be activated to assist. Victim Advocates from the MCCS SAPR program will assist military dependents who are victims of sexual assault (military spouses who are sexually abused by their spouse will receive victim advocacy assistance from Family Advocacy.)

c. Tasks

(1) SARC

(a) Operate under confidentiality in all cases, except in those where a statutory or regulatory exception to confidentiality applies.

(b) Ensure a copy of the MEU's SAPR policy letter is posted on the command read boards.

(c) Post a photograph in the unit's common areas along with contact information and exceptions to confidentiality. Read board locations include barracks and common areas aboard ships - when deployed. Maintain a master list of where all posters are located for quality assurance.

(d) Ensure that all duty personnel have the SAPR VA's and SARC's point of contact information. The SAPR VA and/or SARC will be included on the unit check in/check out sheet.

(e) Notify the Installation SARC via encrypted email of any sexual assault within 24 hours of the reporting. Initial contact information to open the case in DSAID shall be provided via encrypted email and/or telephone.

(f) At a minimum, collaborate monthly with SAPR VAs to review cases in order to maintain current victim care information (i.e. referrals/requests).

(g) Report sexual assault numbers to the II Marine Expeditionary Force (MEF) SARC. Verify Marine Forces Command (MARFORCOM) SARC.

(h) Track the dispositions of all military sexual assault cases in DSAID to allow for HQMC generation of monthly, quarterly, and annual reports. Updates are to be performed routinely after each month's CMG meeting.

(i) Provide updates to the 26th MEU CO on the status of all unrestricted sexual assault cases at least one week prior to the monthly CMG meeting via office call or encrypted email.

(j) In coordination with the S-3, assist the 26th MEU CO in meeting SAPR training requirements by creating a fiscal year training plan for all Marines, Sailors, and SAPR VAs. Include the following training iterations: Annual, Take a Stand, Step up, and Pre-deployment (as necessary).

(k) Assign SAPR VA to sexual assault cases, supervise the SAPR VAs performance of advocacy duties, and ensure each SAPR VA provide appropriate care and referrals to victims.

(l) Maintain a roster of SAPR VAs to include: date credentialed, date trained, continuing education hours, and transfer/PCS/EAS date information. A roster template can be found on the HQMC SARC SharePoint site.

(m) Ensure SAPR VAs complete the following items when a victim reports a sexual assault. SAPR VA will provide the designated documents to the SARC within 24 hours of a sexual assault report via encrypted email or hand delivery. The SARC must keep documents in a secure, double-locked container. Ensure all required information to open a case in DSAID is entered within 24 hours.

1. DD Form 2910, Victim Preference Reporting Statement.

2. DD Form 2965, Defense Sexual Assault Incident Database (DSAID) Form (basic initial contact information and highlighted fields).

3. Safety Screening Tool for Victims of Sexual Assault. Part 1 is submitted to the SARC and Part 2 is provided to the victim.

4. DD Form 2701, Initial Information for Victims and Witnesses of Crimes. Complete the form and provide it to the victim.

(n) Accompany the unit Commander or designated command representative during the monthly CMG meetings for all unrestricted report cases.

(o) Notify, in writing, HQMC SAPR Program, the II MEF SARC, MARFORCOM SARC, and the Installation SARC of any SAPR VA revocation, per NAVMC 1752.5.

(p) Maintain copies of appointment letters, SAPR VA training certificates, Supervisor Statement of Understanding and Defense Sexual Assault Advocacy Certification Program (D-SAACP) certificates for all assigned SAPR VAs and SARCs within the file. Copies of previous appointment letters are kept on file for program historical documentation.

(q) Ensure all administrative requirements are met as described in references (a) through (d).

(r) If there is an allegation of sexual assault, follow the procedures in reference (b).

(2) Sexual Assault Prevention and Response Victim Advocates

(a) Ensure that information about the victim support services, points of contact, and all resources (e.g. SAPR, DoD Safe Helpline, Marine and Family Programs (MFP)) are posted on all read boards within the unit and are posted in common areas aboard ships.

(b) Post photograph of SAPR VAs and SARC in the unit's common areas along with contact information for the Installation 24/7 sexual assault support line and the DoD Safe Helpline.

(c) Ensure that all Watch Standers/Duty have the SAPR VA's point of contact information in the event that a victim of sexual assault may need assistance.

(d) Provide training for all Marines and Sailors of the unit in accordance with reference (b). Ensure the S-3 is provided with the rosters of all training and enters the correct MCTIMS code.

(e) In the event of a sexual assault, follow procedures in reference (b).

(f) Meet all SAPR VA administrative requirements as described in reference (b). Complete required fields on DD Form 2965 to open a case of sexual assault contact and provide the information to the 26th MEU SARC within 24 hours of the report via encrypted email or hand delivery. In the event the SARC cannot be reached keep all documentation in a secure, double-locked container.

(3) S-1

(a) If there is reported allegation of sexual assault, the S-1 will submit an OPREP-3/SIR per reference (c).

(b) Maintain copies of appointment letters, D-SAACP credentialing certificate, 40-hour victim advocacy certificate and Supervisor Statement of Understanding for all assigned SAPR VAs and SARCs within the S-1 files.

(4) Security Manager. If there is an allegation of a sexual assault, the CO will not automatically suspend or recommend revocation of the security clearance and/or Personally Reliability Program (PRP) access, understanding that the victim may be satisfactorily treated for their sexual assault related trauma without compromising their access to classified materials or PRP status.

(5) S-6. Provide an official personal electronic device, access to DSAID on computer systems, and access to a secure scanner.

(6) Communication Strategy and Operations. Assist the 26th MEU command SARC in maintaining current SAPR support information on the command's webpage and assist in creating SAPR posters/graphics.

(7) Commanders and Officers in Charge

(a) Establish a command climate of prevention and response that is predicated on mutual respect and trust that recognizes and embraces diversity and values the contributions of every member of the command.

(b) Reassure members of your personal commitment to maintain a healthy environment that is safe and contributes to their well-being and mission accomplishment.

(c) Reiterate that sexual assault is a crime that will not be tolerated and inform members of the potential consequences for those who violate the law.

(d) Recognize changes in the command climate, inappropriate behavior, or negative trends emerging after a report of sexual assault and respond with the appropriate corrective action. Victim retaliation will not be tolerated.

(e) Ensure that all Marines and Sailors in your unit/section/command receive annual training regarding sexual assault facilitated by a Marine Corps assigned SAPR VA.

(f) If there is an allegation of sexual assault, follow the procedures in reference (b).

(g) Ensure that all assigned SAPR VA are not questioned at any time regarding cases of sexual assault.

(h) Collaborate with the supporting command SARC to generate SAPR 8-day brief requirements by the 26th MEU CO.

(8) Medical Officer

(a) Ensure that all 26th MEU medical personnel are aware of the services available to victims of sexual assault and how to access them.

(b) Be prepared to provide support to the SAPR VAs and/or SARC with victims of sexual assault and the facilitation of the SAFE kit. While deployed, the Medical Officer will have at least two healthcare professionals that are certified to perform SAFE exams.

(c) Provide routine care and follow-up care for victims who request medical services and referrals related to the sexual assault.

(9) Chaplain

(a) Ensure that all 26th MEU Military Religious Services personnel have gone completed training in accordance with reference (b).

(b) Be prepared to provide support to victims and alleged offenders within the command, as needed. Inform all victims of SAPR services and refer to the SARC or SAPR VA, as appropriate.

4. Administration and Logistics

a. Administration

(1) Recommendations concerning the contents of this Order are invited and should be submitted to the 26th MEU CO via the 26th MEU SARC.

b. Logistics. None.

5. Command and Signal

a. Command. This Order applies to the Command Element and all composited forces of the 26th MEU.

b. Signal. This Order is effective the date signed.


D. W. SAMPSON

26th Marine Expeditionary Unit
Sexual Assault Prevention and Response (SAPR) Program

We are professionals serving in an elite organization who treat people with dignity and respect... Sexual assault is an intolerable crime.



POLICY LETTER 06-20

From: Commanding Officer

To: 26th MEU Personnel

Subj: COMMANDING OFFICER'S SEXUAL ASSAULT PREVENTION AND RESPONSE (SAPR) POLICY

- ☛ Sexual assault is an intolerable crime...period. Sexual assault erodes unit cohesion, is prejudicial to good order and combat readiness, and contradicts our Marine Corps core values. Simply stated, it is a criminal act that goes against everything we claim to be as Marines or Sailors and it is a violation of the American principles we are sworn to defend. This criminal act is not limited to a specific gender, age, or race – it can happen to anyone. Sexual assault is defined as the intentional sexual contact characterized by the use of force, threats, intimidation, or the abuse of authority; or when the victim does not or cannot consent. Further, consent must be given freely and cannot be given by someone who is asleep, unconscious, or incapacitated.
- ☛ The 26th MEU SAPR program is governed by MCO 1752.5C and NAVMC 1752.5. Although we will conduct formal SAPR training semi-annually, all leaders assigned to the 26th MEU are directed to use the governing documents and White Letter 2-12 to aid in their regular small group discussions. Our goal is to eliminate the occurrence of sexual assaults by strengthening a culture of prevention through risk reduction, education and training, response capability, victim support, clear reporting procedures, and offender accountability.
- ☛ We take care of our own. Every allegation of sexual assault will be taken seriously. Should one of our own in the 26th MEU become a victim of sexual assault, they are encouraged to seek safety, preserve all evidence, and contact a SARC/SAPR VA or the DOD Safe Helpline immediately. Leaders within the 26th MEU chain of command, to include SAPR VAs, Chaplains, Medical Providers, and NCIS are all postured to provide support and assistance 24/7. Victims will be treated with dignity, decency, sensitivity, and respect – a victim's safety is paramount and we will ensure they are not re-victimized. Should you be the perpetrator of this crime, you will be referred to the NCIS Sexual Assault Division and you will be held accountable under the UCMJ to include being entered into the national criminal database that follows you beyond your time in the Marine Corps.
- ☛ There are two methods of reporting a sexual assault: Unrestricted and Restricted. We encourage everyone to consider making an Unrestricted Report to enable the command an opportunity to hold the perpetrator accountable and to achieve the full objectives of our SAPR program. However, we respect the right of an individual to determine their reporting preference. We remain resolute in ensuring the appropriate support and services are readily available for anyone desiring the confidentiality afforded by a Restricted Report.
- ☛ We are professionals within an elite organization who treat people with dignity and respect. Every Marine and Sailor must speak out against sexual assault and intervene if they see someone being targeted – an active bystander with a bias for action is our first line of defense. We must ruthlessly safeguard the reputation of our Team by ensuring every member of the 26th MEU upholds the highest standards of professionalism and conduct, particularly if alcohol is being consumed or when fatigue is present.
- ☛ The DOD Safe Helpline is available at: 1-877-995-5247 or www.safehelpline.org and the Camp Lejeune Sexual Assault 24/7 Helpline is available at: 910-750-5852.

Semper Fidelis!



Colonel D.W. Sampson, USMC

Commanding Officer, 26th Marine Expeditionary Unit



Enclosure (1)