



UNITED STATES MARINE CORPS
I MARINE EXPEDITIONARY FORCE
U. S. MARINE CORPS FORCES, PACIFIC
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I MEFO 1752.1
SAPR
JAN 29 2016

I MARINE EXPEDITIONARY FORCE ORDER 1752.1

From: Commanding General, I Marine Expeditionary Force
To: Distribution List

Subj: I MARINE EXPEDITIONARY FORCE (I MEF) SEXUAL ASSAULT PREVENTION AND
RESPONSE (SAPR) PROGRAM, STANDING OPERATING PROCEDURE (SOP)

Ref: (a) DOD Instruction 6495.02
(b) MCO 1752.5B
(c) MCO 3504.2A

Encl: (1) Local SAPR Resources
(2) I MEF Standing Operating Procedures Notification of Alleged or
Suspected Sexual Assault
(3) Definitions

1. Situation. Sexual assault is a crime that is not restricted to any gender, race or age and is defined as intentional sexual contact characterized by use of force, threat, intimidation, abuse of authority or when the victim does not or cannot consent.

2. Mission. Sexual assault, in any form, will not be tolerated and is contrary to Marine Corps values. This Sexual Assault Prevention and Response (SAPR) Standard Operating Procedure (SOP) establishes formal procedures, protocols and resources specific to I Marine Expeditionary Force's (MEF) location and structure, for the execution of the SAPR program. It ensures protection of Uniformed Victim Advocates (UVA's) and victims from coercion, discrimination and reprisal. It prescribes guidelines and assigns responsibilities for the care and support of victims of sexual assault.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Ensure the proper and timely reporting procedures during sexual assault incidents and protect both the confidentiality of the victim and the accused. Victims of sexual assault will be treated with sensitivity, decency, and respect. Victims will receive appropriate medical, emotional, psychological and social services. Care will be given to ensure that the identity of a victim of sexual assault, electing an unrestricted report, is released only to those who have a need to know (i.e. the unit commander, Naval Criminal Investigative Services (NCIS), or Provost Marshall Office). Victim safety is paramount at all times. Victims who choose to make a restricted report will have that choice honored to the fullest extent.

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(2) Concept of Operations. All personnel will act in accordance with references and enclosures contained within this SOP.

b. Subordinate Commands

(1) 1st Marine Logistics Group (MLG), 1st Marine Division (MarDiv), 3rd Marine Aircraft Group (MAW), Marine Expeditionary Force Headquarters Group

(a) Comply with and inform all personnel within your command of the provisions of this Order.

(b) Command SARC's are assigned to each of the MSC's within the I MEF: 1st MarDiv, 1st MLG, 3d MAW. Command collateral duty SARC's will be assigned to MHG, some 1st MLG regiments (as needed), and each of the Marine Expeditionary Units (MEU) - 11th MEU, 13th MEU and 15th MEU.

(c) Ensure your command has two UVAs certified by the DoD Sexual Assault Advocate Certification Program (D-SAACP) Review Committee.

(d) Immediately report all unrestricted reports of sexual assault to the Naval Criminal Investigative Service (NCIS) or the supporting Military Criminal Investigative Organization (MCIO) per reference (a). Do not conduct independent command inquiries or investigations of alleged sexual assaults. After a formal criminal investigation and consultation with the Staff Judge Advocate (SJA), the Sexual Assault-Initial Disposition Authority (SA-IDA) (Special Courts Martial Convening Authority (SPCMA) in the grade of O-6 or higher) shall determine the disposition of the incident. Disposition information shall be provided to the SARC.

(e) Complete and submit an Operations Event/Incident Report (OPREP-3) Serious Incident Report (SIR), per reference (c), to report all unrestricted reports of sexual assault when the victim is a Marine or other service member assigned to your unit. When both the victim and the alleged offender are Marines, the victim's commander shall submit the OPREP-3/SIR.

(f) Complete and submit an OPREP-3/SIR when the victim is a civilian and the alleged offender is a Marine or other service member assigned to your unit.

(g) Complete and submit the eight day SAPR Brief in accordance with reference (b), and provide the brief to the immediate O-6 and first General Officer (GO) in the chain of command within eight days of the initial report by the victim. In lieu of the first GO, brief the Chief of Staff. The brief has been created with drop down features and is located at:

<https://ehqmc.usmc.mil/sites/family/mfb/SitePages/Home.aspx>

(h) If the victim requests and/or the commander deems appropriate, issue a "no contact" order, issue a Military Protective Order (MPO), DD Form 2873. Always assess for safety, particularly if the victim and the accused are assigned to the same command, unit, duty location or living quarters.

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(i) For unrestricted cases, the commanders will offer victims an array of services, including, but not limited to: Victim's Legal Counsel, Mental Health, Counseling, Medical.

(j) The commanders will attend the monthly Case Management Group (CMG) for all open unrestricted cases and shall provide updates to the victim regarding the current status of any ongoing investigative, medical, legal, or command proceedings until the final disposition of the reported assault. The update must occur within 72 hours of the last CMG; this is a non-delegable commander duty.

(k) When a Marine or Sailor explicitly discloses to their chain of command that they have been the victim of a sexual assault or accused of sexual assault, the chain of command is obligated to report the incident to law enforcement and the Command SARC.

(l) Protect the victim, SARC and the UVA from coercion, discrimination, or reprisal. ALL personnel in the victim's chain of command, officer and enlisted, are required to report all allegations of retaliation, reprisal, ostracism, or maltreatment appropriate measures to protect the victim.

(m) When a Marine or Sailor requests to see the UVA without disclosing the purpose of their visit, the chain of command will not report the request to higher, hinder the ability of the Marine to see the UVA, or request information from the Marine/Sailor or from the UVA regarding the nature of the visit.

(n) In accordance with reference (a), victim privilege will protect any and all confidential communication between the victim and the advocate that was disclosed privately for the purpose of facilitating counseling and/or supporting to the victim.

(o) All Marines and Sailors of this command must be made aware that disclosing confidential communications between a victim and advocate is prohibited and can be subject to punishment under the Uniform Code of Military Justice (UCMJ).

(2) Command SARC

(a) You are assigned to I MEF to assist victims of sexual assault, as well as, to provide oversight and support to the SAPR programs within each of the Marine Subordinate Commands (MSC). In the absence of the MSC SARCs supported by I MEF, you may be responsible for the duties of that command SARC, as directed.

(b) You are expected to follow all procedures outlined in this order, as well as the additional duties and responsibilities outlined in reference (a)(b)(c)

(c) You are authorized to use any practical methods within the guidance of the references to ensure that victims receive the proper treatment - be it medical, emotional, spiritual, psychological or social services. Once a victim has signed the Victim Reporting Preference Statement

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(VRPS) DD Form 2910, the SARC will be responsible for his/her continuity of care and to remain in contact with him/her until SAPR services are no longer desired. The SARC will offer an array of services afforded to victims of sexual assault, including, but not limited to: Victim's Legal Counsel, Mental Health, Counseling, Medical.

(d) Provide the Commander with the required information needed to complete the OPREP-3/SIR and eight day SAPR Brief in accordance with reference (b).

(e) Attend the monthly CMG meeting aboard Camp Pendleton; attend the CMG aboard other I MEF installations if requested or as needed.

(f) Establish an SOP identifying how the UVA/VA will notify the SARC of a restricted or unrestricted report (See enclosure 2).

(g) Coordinate with the Marine Force (MARFOR) SARC(s) when I MEF units are deploying into their areas. The MARFOR SARC can advise and assist in creating a protocol for reporting and notifications, as well as, specific risk factors for the location the detachment is deploying.

(h) You are appointed as a Functional Area (FA) Inspector for FA 0963 on the I MEF CGI team.

(3) Command Uniformed Victim Advocate (UVA)

(a) Plan and conduct all required SAPR Annual, pre/post-deployment trainings for the unit. You will ensure each roster clearly states the training title, code, trainer and date. The UVA will submit all rosters the S-3. Command SARC will assist in the planning and implementation of the trainings, if needed.

(b) Notify Command SARC immediately after initial contact with a sexual assault victim. Collect and maintain confidentiality of all information required to open a sexual assault case using DD Form 2965, the Safety Planning for Victims of Sexual Assault, and DD Form 2910; submit all forms to the Command SARC.

(c) Once SAPR services are initiated, the UVA assignment will continue, at least through the case adjudication, or until the victim no longer requires advocacy.

(d) If you have an open unrestricted case, you will attend the monthly Case Management Group (CMG) to pass updates regarding the victim: date of last contact, any reports of reprisal, ostracism, or retaliation, questions regarding legal status, victim's current mental health. You will receive updates from the mental health providers, trial counsel, and NCIS.

(4) Command Duty Officer (CDO)

(a) While acting as the CDO, if you become aware of a sexual assault on a member of this unit, you are to notify the I MEF SARC immediately. Ensure you pass on all information you have on the matter,

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including the location, physical condition and safety of the victim. Once the SARC has been notified, follow notification protocol.

(b) As the CDO, if you are informed of a sexual assault, you are not authorized to discuss the assault with anybody except the Commanding General, Deputy Commanding General, Chief of Staff, the SARC, and/or a UVA.

4. Administration and Logistics. Any questions or concerns in this matter should be directed to I MEF SARC, Kimberly A. Becker, kimberly.becker@usmc.mil

5. Command and Signal

- a. Command. This Order is applicable to the I MEF Total Force.
- b. Signal. This Order is effective the date signed.


D. H. BERGER

DISTRIBUTION: I/II

LOCAL SAPR RESOURCES

Miramar- Sexual Assault Prevention and Response Resources

1. Center for Community Solutions

Coastal
4508 Mission Bay Drive
San Diego, CA 92109
HOTLINE: 1-888-385-4657
Business phone: 858-272-5777

East County
460 North Magnolia
El Cajon, CA 92020
HOTLINE: 1-888-385-4657
Business phone: 619-697-7477

2. Women's Resource Center

Oceanside
1963 Apple St
Oceanside, CA 92054
HOTLINE: 760-757-3500
Business phone: 760-757-3500

3. Planned Parenthood

Mira-Mesa Center
10737 Camino Ruiz
Medical Mall, #220
San Diego, CA 92126
HOTLINE: 888-743-7526

Kearny Mesa Center
7526 Clairemont Mesa Blvd.
San Diego, CA 92111
HOTLINE: 888-743-7526

*Additional resources:

Rainn.org- Rape, Abuse & Incest National Network
National Sexual Assault Hotline 1-800-656-HOPE
DOD Safe Helpline 1-877-995-5247

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LOCAL SAPR RESOURCES (CONTINUED)

Camp Pendleton- Sexual Assault Prevention and Response Resources

1. Women's Resource Center

Oceanside
1963 Apple St
Oceanside, CA 92054
HOTLINE: 760-757-3500
Business phone: 760-757-3500

2. Center for Community Solutions

San Marcos Center
330 Rancheros Drive
Suite 116
San Marcos, CA 92069
HOTLINE: 1-888-385-4657
Business phone: 760-798-2835

Escondido Center
240 S. Hickory St.
Suite 110
Escondido, CA 92025
HOTLINE: 1-888-385-4657
Business phone: 760-747-6282

3. Planned Parenthood

Carlsbad Center
1820 Marron Road, Suite 110
Carlsbad, CA 92008
Business phone: 888-743-7526

4. The Riverside Area Rape Crisis Center

Riverside
1845 Chicago Avenue, Suite A
Riverside, CA 92507
HOTLINE: 951-686-7273
Business phone: 951-686-7273

5. CPS Sexual Assault Victim's Service

Santa Ana Center
1221 East Dyer Road, Suite 120
Santa Ana, CA 92705
HOTLINE: 717-842-6600
Business phone: 949-250-4058
Special services: Teen/Spanish

LOCAL SAPR RESOURCES (CONTINUED)

6. Center Against Sexual Assault (CASA)

Hemet Center
640 N San Jacinto Street # E
Hemet, CA 92543
HOTLINE: 951-652-8300
Business phone: 951-652-8300
Special services: Elderly, Teen, Spanish

29 Palms- Sexual Assault Prevention and Response Resources

1. Morongo Basin Rape Crisis Center
57382 29 Palms Hwy
Yucca Valley, CA
Office phone: 760-365-3353

2. Planned Parenthood

Coachella Center
49-111 California 111 #6A
Indio, CA
Business phone: 888-743-7526

3. Rancho Mirage Center
71777 San Jacinto Dr.
Rancho Mirage, CA
Business phone: 760-674-0040

MCAS Yuma- Sexual Assault Prevention and Response Resources

1. Amberly's Place
1350 W. Colorado St.
Yuma, AZ
HOTLINE: 928-373-0849

2. Planned Parenthood

Yuma Center
1455 W. 16th St. #C
Yuma, AZ
Business phone: 929-343-4845

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I MEF STANDING OPERATING PROCEDURES
NOTIFICATION OF ALLEGED OR SUSPECTED SEXUAL ASSAULT

MCB, CAMP PENDLETON 24/7 SEXUAL ASSAULT SUPPORT LINE: (760) 500-1707

POINTS OF CONTACT

<u>I MEF SARC:</u> KIM BECKER (760) 846-3742 (office)	(760) 725-3458 (after hours)
<u>1st MARINE DIVISION SARC:</u> SUSANNA WESTON (760) 212-2450 (office)	(760) 763-6814 (after hours)
<u>3rd MARINE AIR WING SARC:</u> FRANCHETTE PADRIGON (858) 577-8943 (office)	(858) 382-7824 (after hours)
<u>1st MARINE LOGISTICS GROUP SARC:</u> SHANA MORRIS (760) 763-3597 (office)	(760) 716-0669 (after hours)
<u>I MHG SARC:</u> MAJ DUSTY C. EDWARDS (760) 763-6814 (during working hours)	(760) 468-7472 (after hours)
<u>I MHG LEAD UVA:</u> SSGT DANA CISNEROS (760) 763-2593 (during working hours)	(210) 823-4163 (after hours)
<u>I MHG/1ST ANGLICO LEAD UVA:</u> GYSGT JESSE FORD (760) 763-0710 (during working hours)	(949) 202-8762 (after hours)
<u>I MHG/1ST INTELLIGENCE BATTALION LEAD UVA:</u> MSGT KARINNA QUIZADO (760) 725-6113 (during working hours)	(252) 571-9254 (after hours)
<u>I MHG/1ST LAW ENFORCEMENT BATTALION LEAD UVA:</u> GYSGT LAURO DELACRUZ (760) 725-6649 (during working hours)	(951) 551-2602 (after hours)
<u>I MHG/1ST RADIO BATTALION LEAD UVA:</u> CAPTAIN KAYLA KERRIGAN (760) 725-1831 (during working hours)	(717) 873-6913 (after hours)
<u>I MHG/9TH COMMUNICATIONS BATTALION LEAD UVA:</u> SSGT MICHAEL RAY (760) 725-8623 (during working hours)	(619) 905-3263 (after hours)

OTHER POINTS OF CONTACT

MCB CAMPEN INSTALLATION SARCS:

MS. HEATHER GUERRERO
(760) 725-4467 (office)
(760) 717-8694 (after hours)

MR. MARCO JUSTINIANO
(760) 725-4460 (office)
(760) 717-9605

MCB CAMPEN NCIS MAIN OFFICE:

SSA KIYOMI GRIFFEY:	(760) 725-5158
MCB CAMPEN LAW ENFORCEMENT:	(760) 725-5150
MCB CAMPEN 24/7 SEXUAL ASSAULT SUPPORT LINE:	(760) 725-3888
MCB CAMPEN NAVAL HOSPITAL EMERGENCY ROOM:	(760) 500-1707
PALOMAR POMERADO HOSPITAL (for SAFE exams):	(760) 725-1288
121 Fig St., Escondido, CA	(888) 211-6347

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I MEF NOTIFICATION PROTOCOL

1. For all unrestricted and/or restricted reports of sexual assault, the UVA will notify the I MHG or I MEF SARC. In the event of a restricted report, ONLY the Installation Commanding General will be made aware of the incident without PII and the SARC will follow protocol below. In the case of an unrestricted report, the following protocols will be followed by the SARC and the CO:

2. The SARC will notify the victim's CO(s). BPT address the following with the CO:

_____ Physical safety of the victim; whether the alleged offender is still nearby and if the victim desires or requires protection.

_____ Whether the victim desires or requires any emergency medical care.

_____ If the MCIO has not already been notified, the Commander is responsible for notifying the MCIO.

_____ The Command is not authorized to conduct any type of inquiry or investigation, to include questioning of the victim, alleged suspects, or potential witnesses.

_____ Though it may seem counterintuitive, the UVA should not provide the CO details about conversations he/she has with the victim, unless the victim specifically authorizes the UVA to do.

3. With respect to the victim of an unrestricted report, the CO shall:

_____ Ensure the physical safety and emotional security of the victim and determine if the alleged assailant is still nearby, and if the victim desires/needs protection.

_____ Collect only the necessary information (e.g. victim's identity, location and time of the incident, name and/or description of offender(s). DO NOT ASK DETAILED QUESTIONS AND/OR PRESSURE THE VICTIM FOR RESPONSES OR INFORMATION ABOUT THE INCIDENT.

_____ Notify the appropriate MCIO, as soon as the victim's immediate safety is assured and victim's medical treatment procedures are in motion. To the extent practicable, strictly limit knowledge of the facts or details regarding the incident. When deployed this will be the NCIS agent afloat.

_____ Take action to safeguard the victim from any formal or informal investigative interviews or inquiries, except those conducted by the authorities who have a legitimate need-to-know.

_____ Submit OPREP-3/SIR report to HQMC within 6 hours.

_____ Collect information from Command SARC to prepare and submit electronic 8-day SAPR brief to HQMC; SAPR Command team prepares SAPR 8-day brief to MEF CG/DCG.

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_____ Determine if the victim desires/needs a "no contact" order or a Military Protective Order, DD Form 2873, to be issued, particularly if the victim and the accused are assigned to the same command, unit, duty location, or living quarters.

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Definitions

1. Consent. Consent is words or acts indicating a freely given agreement to the sexual conduct at issue by a competent person. An expression of lack of consent through words or conduct means there is no consent. Lack of verbal or physical resistance or submission resulting from the use of force, threat of force or placing another person in fear does not constitute consent. A current or previous dating, social, or sexual relationship shall not constitute consent. A sleeping, unconscious, or incapacitated person (due to age, alcohol, drugs, or mental incapacity) cannot give consent.

2. Covered Communications. For purposes of this Order, covered communications are oral, written or electronic communications of PII made by a victim to a UVA, SARC, healthcare or mental health counselor related to the sexual assault. In cases where a victim elects restricted reporting, the UVA, SARC, healthcare personnel and mental health personnel may not disclose confidential communications to Department of Defense (DoD) law enforcement or command authorities, either within or outside the DoD, except as may be provided in reference (a).

3. Reporting. All personnel are encouraged to report any suspected, alleged or actual incident of sexual assault in order to achieve the objectives and goals in this Order. However, victims of sexual assault have two methods of reporting the assault: unrestricted and restricted. Regardless of the method of reporting, all victims of sexual assault will be provided access to a broad spectrum of care, including but not limited to: SAPR advocacy from a UVA and Sexual Assault Response Coordinator (SARC), counseling, legal, investigative, and medical. Victim safety shall be established and maintained at all times.

(a) Unrestricted Reports. Unrestricted reporting affords members of this Command the option to disclose that they have been the victim of a sexual assault. Information about the sexual assault will prompt a formal investigation; the incident will be disclosed to the Commanding Officer (CO), the SARC and law enforcement personnel. Victims will receive referrals to a full spectrum of care.

(b) Restricted Reports. A restricted report affords victims the option to confidentially disclose that they are the victim of a sexual assault to specified individuals. Restricted reports originate from the victims themselves and may be reported to a SARC, UVA, Civilian Victim Advocate, the Chaplain, healthcare personnel or mental health counselor. Under these circumstances, the victim's report and any details provided will not be reported to law enforcement. In the state of California, medical personnel are required to report cases of sexual assault to law enforcement personnel regardless of the reporting option, however, no Personally Identifiable Information (PII) will be provided for Restricted Reports.

4. Reprisal. Taking or threatening to take an unfavorable personnel action, or withholding or threatening to withhold a favorable personnel action, or any other act of retaliation, against a DoD member.

5. Sexual Assault Serious Incident Reports (SIRs). An SIR is a requirement for all unrestricted reports of sexual assault when the victim is a Marine or

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other service member assigned to a Marine Corps unit. An SIR is also a requirement when the victim is a civilian and the alleged offender is a Marine or other service member assigned to a Marine Corps unit. The victim's or alleged offender's command has responsibility for preparing the SIR. Victims and alleged offenders should only be identified by unit. Completely remove the following information from the SIR: first/last name, initials, SSN, race, or any other personally identifiable information (PII) which may identify the victim and/or alleged offender (if the alleged offender is a service member).

6. Sexual Assault. Intentional sexual contact characterized by use of force, threats, intimidation, abuse of authority or when the victim does not or cannot consent. Sexual assault includes rape, forcible sodomy (oral or anal sex), fondling and any other unwanted sexual contact that is aggravated, abusive, wrongful, or attempts to commit these acts.