



## DEPARTMENT OF DEFENSE SEXUAL ASSAULT PREVENTION AND RESPONSE OFFICE



### Commander Fact Sheet: Victim's Commander's Package for Unrestricted Reports

The "Victim's Commander's Package for Unrestricted Reports" is a structured conversation with command developed within 24 hours of the Unrestricted Report. It provides recommendations to the victim's commander for the adult sexual assault victim's immediate care, including any known safety concerns or allegations of retaliation.

*Note: The "Commander's Checklist for Unrestricted Reports" provides actions to address support for both victims and suspects, and broad guidance for the unit as a whole, and is NOT the same as the victim-specific support recommendations provided in the "Victim's Commander's Package."*

As required by DoDI 6495.02, Vol. 1, "Sexual Assault Prevention and Response Program (SAPR): Program Procedures," SAPR Victim Advocates (VAs) or Sexual Assault Response Coordinators (SARCs) prepare, with victim consent, a "Victim's Commander's Package."

- The SAPR VA will prepare the list of relevant topics for the structured conversation within 24 hours of the Unrestricted Report and provide it to the SARC, who will then discuss it with the victim's commander.
- The "Victim's Commander's Package" is an immediate response tool. Additional victim needs will be assessed by the SAPR VA and addressed, as appropriate, by the SARC with command at a future time. Regular oversight of victim cases is conducted at monthly Case Management Group meetings.

#### Sample discussion topics for the SARC and the victim's commander include, but are not limited to:

- Victim's anticipated meetings and/or referrals to other support and assistance providers, such as:
  - Special Victim's Counsel (SVC)/Victim's Legal Counsel (VLC)/Victim's Counsel (VC)
  - Military Criminal Investigative Organization (MCIO) and Judge Advocate/Special Trial Counsel meetings
  - Chaplain/spiritual support personnel
  - Healthcare (military and/or local care)
  - Department of Veterans Affairs
  - Local civilian investigative, legal, and recovery-focused resources
- Additional command team points of contact to address and resolve issues, if the commander is unavailable
- Process for victim to request and obtain time away for appointments

#### Matters the victim's immediate commander may be asked to address include, but are not limited to:

- Safety/risk concerns and the need for a Military Protection Order (MPO) using DD Form 2873
- High-Risk Response Team (HRRT) activation using DD Form 2910-7
- Safety/security enhancements for victim's on-base living quarters
- Retaliation reporting to MCIO and the Office of Special Trial Counsel (OSTC), and protecting the victim from further victimization, as needed
- Difficulty with service provider availability or scheduling
- Convalescent leave approval, as requested or applicable, in accordance with DoDI 1327.06, "Leave and Liberty Procedures" and DoDI 6495.02, Vol. 1
- Expedited Transfer approval decisions for Service member victims within five calendar days of the request submission
- Temporary transfer or reassignment of the suspect for good order and discipline, per 10 USC section 674
- Transportation assistance requests to permit the victim to attend meetings and appointments using government vehicle transportation or other means, as appropriate

*Note: These matters may require additional documentation and/or procedures.*

**Refer to DoDI 6495.02, Vol. 1, for the requirements for the Victim's Commander's Package, including approval, disapproval, and "appeal of disapproval" General Officer/Flag Officer procedures.**

For more information, please visit [www.sapr.mil/toolkit](http://www.sapr.mil/toolkit).

For confidential victim assistance, call or visit the DoD Safe Helpline at 877-995-5247 or [safehelpline.org](http://safehelpline.org).