



PERSONNEL AND  
READINESS

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

APR 26 2019

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
CHIEF OF THE NATIONAL GUARD BUREAU

SUBJECT: Execution of the Department of Defense Sexual Assault Prevention Plan of Action

As leaders within the DoD, we all have an unwavering commitment to end the threat of sexual assault within our ranks. Our collective efforts to fight this crime are making a difference for victims who are seeking care, and reporting at unprecedented numbers. As we keep the light shining on the needs of those who have been harmed, we must continue to expand and coordinate our efforts to prevent these crimes from happening in the first place.

Past prevention efforts helped lay the groundwork for the new, more comprehensive approach to prevention described in the attached "Department of Defense Sexual Assault Prevention Plan of Action, 2019-2023." The Prevention Plan of Action reflects agreement between the DoD, Military Services, and National Guard Bureau, on necessary steps to advance primary prevention. In recognition that each Military Service has its own unique organizational culture, structure, and need, the Prevention Plan of Action outlines the prevention process and organizational factors that facilitate the process, which can be tailored to each organization.

The Secretaries of the Military Departments, Chiefs of the Military Services, and Chief of the National Guard Bureau should implement this Prevention Plan of Action, and report progress back to me in the following four phases.

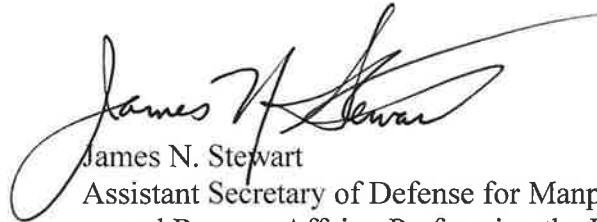
- Phase I (Self-Assessment): The Secretaries of the Military Departments and Chief of the National Guard Bureau, will conduct a self-assessment of the status of their respective prevention systems to identify strengths, opportunities for improvement, and actionable starting points for the development of Phase II (Plan of Action and Milestones). This self-assessment is due December 31, 2019.
- Phase II (Plan of Action and Milestones): Phase II will include a plan of action and milestones for each objective, as well as a logic model that captures all objectives and milestones, and how they are connected to each other towards an overall plan. The plan of action and milestones should define how the Services and National Guard Bureau will meet the objectives and the proposed timeline of activities. The Phase II plan of action and milestones and the logic model are due June 30, 2020.
- Phase III (Prevention Plan of Action Execution): Phase III will focus on the execution of activities to meet the objectives of the Prevention Plan of Action. Phase III (Execution) and Phase IV (Evaluation) will run concurrently to ensure assessment and evaluation findings inform execution efforts. An interim progress report on

Phase III, including any assessment and evaluation done to that point, is due June 30, 2021, and a Phase III final report is due June 30, 2022.

- Phase IV (Prevention Plan of Action Evaluation): A complete report on Phase IV assessment efforts and outcomes produced by the Prevention Plan of Action is due June 30, 2023. The evaluation will utilize an assessment similar to that of Phase I.

Each phase's report will be approved by the Services' Assistant Secretaries for Manpower and Reserve Affairs or equivalent, and submitted through the DoD Sexual Assault Prevention and Response Office to the Office of the Under Secretary of Defense for Personnel and Readiness.

The extensive collaboration which went into the creation of this guidance clearly demonstrates your recognition of the importance of further expanding our efforts to stop the crime of sexual assault. We know that no single effort will eliminate sexual assault from our military, but this Prevention Plan of Action offers a clear pathway to work within your own Service and across the Department to execute effective, comprehensive prevention approaches.



James N. Stewart

Assistant Secretary of Defense for Manpower  
and Reserve Affairs, Performing the Duties  
of the Under Secretary of Defense for  
Personnel and Readiness

Attachment:  
As stated

cc:  
Chairman of the Joint Chiefs of Staff  
Chiefs of the Military Services  
Commandant of the Coast Guard