



REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON JAPAN  
UNIT 45006  
APO AREA PACIFIC 96343-5006

COMMAND POLICY  
600-2

IMJN-ZN

18 November 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Sexual Harassment and Assault Response Program (SHARP)

1. PURPOSE: This letter establishes the policy on SHARP within the U.S. Army Garrison Japan (USAG-J).

2. APPLICABILITY: This policy applies to all Soldiers, Civilians, and Family members assigned and attached to USAG-J.

3. REFERENCES:

- a. Chapter 7 and 8, AR 600-20, Army Command Policy, 18 Mar 08 (RAR 005, 20 Sep 12).
- b. ALARACT 0007-2012, SHARP Implementation Guidance.
- c. AR 350-1, Army Training and Leader Development, 18 Dec 09 (RAR 001, 4 Aug 11).

4. POLICY:

a. Sexual Harassment and Sexual Assault are unacceptable conduct and will not be tolerated within the USAG-J. Every individual who is assigned and attached to the USAG-J must be aware of the unlawful nature of sexual harassment and assault. Sexual harassment is a form of discrimination that involves unwelcome sexual advances, a request for sexual favors, and other verbal or physical conduct of a sexual nature. Sexual assault is an intentional contact characterized by use of force, physical threat or abuse of authority or when the victim does not or cannot consent. It interferes with an individual's performance and creates an intimidating, hostile, or offensive work environment.

b. Sexual harassment reduces overall organizational effectiveness, and violates the standards of ethical conduct. Sexual harassment is illegal and impacts upon many people, including supervisors, peers, and subordinates. Every individual must be free from discrimination or an intimidating, offensive and hostile work environment.

c. Sexual assault is a criminal offense and is punishable under the United States Magistrate Judge (UCMJ).

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d. Training and education are among the most effective methods for preventing sexual harassment and sexual assaults. Supervisors are charged with assuring that 100 percent of all assigned and attached Soldiers and Civilians complete all mandatory training to standard.

e. Every military and civilian supervisor and manager will ensure that instances of sexual harassment and/or sexual assaults are addressed immediately. Neither rank nor position will serve as a shield to those who engage or condone in such divisive and destructive behavior.

f. All personnel should report sexual harassment complaints to the USAG-J SHARP Sexual Assault Response Coordinator (SARC), Victim Advocate (VA) or their immediate chain of command. Further assistance may be sought from the U.S. Army Japan (USARJ) Equal Opportunity Advisor, Inspector General, Staff Judge Advocate, Military Police, Chaplain, or a higher echelon.

g. All sexual assaults should immediately be reported to the USAG-J SHARP SARC or VA. All personnel should be familiar with the Restricted/Unrestricted reporting procedures. Victims should immediately be taken to a Medical Treatment Facility immediate medical attention.

h. I expect everyone in this command to take an active role in the prevention of sexual harassment and sexual assaults. We must be committed to take positive steps to achieve a professional work environment. Sexual Harassment and Sexual Assaults stands as an obstacle to mission accomplishment and unit cohesion, and it has no place in this command.

i. A copy of this policy will be posted on all EO bulletin boards.

5. The proponent for this policy is the USAG-J SHARP/SARC.

6. This command policy supersedes USAG-J Command Policy 600-2, Prevention of Sexual Harassment (POSH), 4 Aug 11.

7. This command policy will remain in effect until superseded or rescinded.

  
JOY L. CURRIERA  
COL, AG  
Commanding

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