

FOR OFFICIAL USE ONLY

Copy _____ of _____ copies
HQ, Eighth United States Army
Yongsan, Korea
022300(I) MAR 07

EIGHTH UNITED STATES ARMY OPORD 64-07 (USFK Unit Victim Advocate (UVA)
Training Course #13)

References:

- a. Army Regulation 600-20, Army Command Policy, Chapter 8, dated 7 June 2006.
- b. USFK Regulation 600-20, Sexual Assault Prevention and Response Program, dated 8 August 2005.
- c. Eighth United States Army Command Policy Letter #10, Sexual Assault Prevention and Response, dated 8 January 2007.
- d. USFK Command Policy Letter #10, Sexual Assault Prevention and Response, dated 28 May 2006.

Time Zone: INDIA.

Task Organization: No Change.

1. SITUATION. Sexual assault is a crime that violates basic human dignity and the standards of decency that we are sworn to uphold and protect. The Eighth United States Army (Eighth Army) Commander believes that leadership involvement and training are keys to preventing sexual assault. He expects leaders to ensure that all victims are treated with fairness, dignity, respect, and compassion. Commanders should ensure that victims and all members of their units are provided the required Sexual Assault Prevention and Response (SAPR) training and are aware of their rights, reporting options, and the resources available for support.

AR 600-20, Chapter 8, requires each Army Battalion (BN) level unit to assign (2) trained Sexual Assault Unit Victim Advocates (UVA) and each Brigade (BDE) or Higher unit to assign (1) trained Deployable Sexual Assault Response Coordinator (DSARC).

USFK 600-20 requires the following two echelons of sexual assault victim advocates to support the Army in Korea (AK) Garrison SAPR Program: IMCOM-K through their Area Sexual Assault Response Coordinators (SARC), are responsible for the coordination and local implementation of the garrison SAPR Program in each respective area and works directly with their Area Commander, their Area Sexual Assault First Responder Group (SAFRG) members, IMCOM-K SAPR Program Manager and Trainer, and Eighth Army's SAPR Executive Agent (EO Office). The Area SARCs are supported by the

FOR OFFICIAL USE ONLY

Eighth Army MSC and IMCOM-K UVAs, to provide the victim advocacy support for victims of sexual assault.

When assigned a case by an Area SARC, the UVA provides crisis intervention, referral, and ongoing non clinical support to active duty service members who are victims of sexual assault. At the request of the victim, the UVA will accompany the victim, during the investigative interviews and medical examinations and any other case related support. The UVA must be available immediately when on call and released from duties that will interfere with the victim's support when assigned a case by the Area SARC. Note: A UVA cannot serve as a victim advocate for a victim within their organization.

UVAs assist BN and Subordinate Commanders in Sexual Assault Prevention and Training. They serve as a Subject Matter Expert (SME) and a resource for the Semi-Annual Unit Level training, Holiday and Safety Briefings, Prevention Planning and Pre and Re-Deployment Plans and Briefings. They track the Company (CO)/Battery (BTRY) Level training and report BN Level training and UVA personnel status to the BDE or Higher Level DSARC.

The MSC DSARC serves as the primary point of contact for each BDE or Higher unit to Eighth Army's Executive Agent office. The DSARC serves as the BDE Level and Higher Subject Matter Experts (SME) and trainers for MSC Brigade and Higher Commanders and provide assistance to their BN/CO/BTRY Commanders. They assist their Commanders in the Semi-Annual Unit Level Training, Holiday and Safety Briefings, Senior Level training, Prevention Planning and Pre and Re-Deployment Plans and Briefings. They track the BN Level training and report BDE Level training and BDE and Higher UVA personnel status to the Eighth Army SAPR Executive Agent (EO Office).

MSC and IMCOM-K DSARCs maintain their SARC training proficiencies through the quarterly refresher / sustainment training conducted by the Area SARCs for both the DSARCs and UVAs. They assist and liaison with Area SARCs when a specific concern needs to be addressed with one of their UVAs.

In a Deployed environment, there are two echelons of victim advocates: The DSARC assumes the duties of the Area SARC while deployed, and works directly with the Commander of the deployed element, the MSC UVAs, and the SAFRG members and victims of sexual assault. The DSARC is overall responsible for victim advocacy during the deployment. All case files will be turned over to each respective Area SARC upon return to garrison.

The UVA works directly with the DSARC and victims of sexual assault. The support responsibilities are the same as they are in garrison to both the DSARC in lieu of the Area SARC, and to their BN and Subordinate Commanders.

The Unit Victim Advocate (UVA) certification course consists of 40 training hours. The 40 hour UVA certification training is also a pre-requisite for the DSARC course. The

FOR OFFICIAL USE ONLY

DSARC Certification Course is taught in a separate 8 hour training block the week following the UVA Course. UVA training consists of a mixture of lecture, individual and group exercises, videos, book readings and role-playing. All modules and handouts for the USFK UVA certification course are hung on the USFK website prior to the start of the course. (<http://www.usfk.mil/old/sa/index.htm>)

The objective of the training course is to provide a DSARC or UVA with an introduction to essential information, processes, and resources. The twenty-two modules that cover SAPR program and policy training include: victimology, victim's rights, safety planning for sexual assault victims, medical, psychological, legal, and investigative information that will ensure proper response capability. This will enable the UVA in assisting victims of sexual assault.

This will enable the DSARC to assist the BDE or Higher Commanders in running the SAPR Program, managing the UVAs assisting victims of sexual assault in a Deployed environment in the absence of a UVA.

2. MISSION. Eighth Army provides personnel to attend the UVA training on 07-11 MAY 07 at the USO on Camp Kim, Yongsan, in order to provide trained personnel to support the USFK, Army in Korea and Eighth Army Sexual Assault Prevention and Response Program and meet USFK 600-20 and AR 600-20 requirements.

3. EXECUTION.

Commander's Intent. Purpose: To ensure the prevention and eventual elimination of sexual assault. To ensure the DSARC and UVAs assist commanders and leaders in ensuring that all victims are treated with fairness, dignity, respect, compassion and that victims and all members of their units are aware of their rights, reporting options, and the resources available for their support.

Key Tasks

- Each MSC identify and submit names to Eighth Army SAPR Executive Agent (EO Office) NLT 06 APR 07 to attend the USFK UVA training on 07-11 MAY 07, IAW USFK Reg 600-20.
- Each MSC must prioritize their allocations to the Battalions that do not have two assigned and trained UVAs and one MSC DSARC IAW Eighth Army's DSARC and UVA tracker. This includes Battalions or Brigades that are projected to lose their UVA or DSARC prior to the next course.
- Commanders of nominated UVAs and DSARCs to attend the course must pre-screen and interview their candidates prior to submitting their nomination packets to ensure they meet the criteria. (3.c.6 &7)
- Commanders must sign additional duty orders as part of the nomination packet

FOR OFFICIAL USE ONLY

that will be valid upon their candidate's successful completion of the background check and the UVA Course. Any personnel who don't have their additional duty orders submitted or background checks completed prior to the course will be dismissed from the class by the Eighth Army SAPR Executive Agent (EO Office). (Annex E)

- Commanders must ensure their nominees have all the training modules, materials and handouts printed out prior to attendance of the course. Any personnel who don't have their training materials printed out will be dismissed from the class. (3.c.9)

- Commanders must ensure their nominees will be available to attend the entire course. Missing three or more hours of training will result in non-certification and dismissal from the course. (3.c.7a &10)

End State: All Eighth Army battalion level units have two assigned and trained Sexual Assault UVAs and each Brigade or higher level has one assigned and trained DSARC.

a. Concept of operations. USFK J1 will host the UVA Training Course #13 from 07-11 MAY 07 from 0730 to 1700. Each MSC will submit the names of Soldiers or civilians to attend this training and the completed and signed packets to the Eighth Army SAPR Program Executive Agent (EO Office) NLT 06 APR 07.

b. Tasks to subordinate/adjacent units.

(1) 2ID: Provide twelve (12) Soldiers or civilians to attend UVA training from 07-11 MAY 07.

(2) 19 ESC: Provide five (5) Soldiers or civilians to attend UVA training from 07-11 MAY 07.

(3) 18th MEDCOM: Provide four (4) Soldiers or civilians to attend UVA training from 07-11 MAY 07.

(4) 35TH ADA BDE: Provide three (3) Soldiers or civilians to attend UVA training from 07-11 MAY 07.

(5) 1ST SIG BDE: Provide three (3) Soldiers or civilians to attend UVA training from 07-11 MAY 07.

(6) 501ST MI BDE: Provide one (1) Soldier or civilian to attend UVA training from 07-11 MAY 07.

(7) USATC-K/JSA: Provide one (1) Soldier or civilian to attend UVA training from 07-11 MAY 07.

FOR OFFICIAL USE ONLY

(8) IMCOM-K: Provide four (4) Soldiers or civilians to attend UVA training from 07-11 MAY 07.

c. Coordinating instructions.

(1) All Eighth Army MSCs identify Soldiers to attend Unit Victim Advocate (UVA) and DSARC Pre-requisite Training Course from 7-11 MAY 07 IAW allocation stated in para 3b.

(2) Each MSC assign a minimum of two trained Sexual Assault UVAs at Battalion level or higher and each Brigade or higher level will assign one trained DSARC.

(3) Provide completed Sexual Assault UVA Data Forms (Annexes B, C, D, and E w/ Signatures) to RabsattGD@korea.army.mil and tony.traylor@korea.army.mil, NLT 06 APR 07.

(4) Maintain a roster of all trained Sexual Assault UVAs IAW the Eighth Army DSARC / UVA Tracker.

(5) Eighth Army SAPR Executive Agent (EO Office) will request a background check for all attendees. Units will no longer request background checks on their personnel, however, Commander's interview candidates prior to selecting their nominations.

(a) Background checks include Criminal (Local & CONUS), Drugs and Alcohol, and Family Advocacy. Any history of involvement in domestic violence, child abuse, and sexual assault (rape, sodomy, indecent assault, to include attempts) disqualifies a person from attending. Any history of involvement with alcohol/substance abuse within the past 5 years disqualifies an individual from attending UVA Training or to be certified as a UVA IAW USFK 600-20 and Eighth Army Supplement AR 600-20.

(b) Units that submit personnel who do not qualify or do not turn in names by 06 APR 07 will lose their allocations due to time restrictions for conducting background checks.

(c) All Army students attending the UVA Training Course will be cleared by Eighth Army SAPR Program Executive Agent (EO Office) prior to attendance.

(6) Commanders should select personnel who have a desire to be a UVA. Prior to selecting an individual to attend training, commanders must pre-screen their personnel. The commander must interview the potential course candidate and determine if he or she is a good fit for a UVA. This interview may disclose whether the individual has any history of involvement in domestic violence, child abuse, sexual assault (rape, sodomy, indecent assault, to include attempts) or alcohol/ substance abuse which would disqualify them. Commanders who conduct interviews with their personnel will save resources and time by pre-qualifying the personnel prior to the

FOR OFFICIAL USE ONLY

background checks being conducted by the Eighth Army SAPR Program Executive Agent (EO Office).

(7) Commanders must use the following criteria when selecting personnel for training as a Sexual Assault UVA:

(a) A UVA must attend and complete the USFK 40 hour UVA training course.

(b) A UVA must be a qualified officer (CW2/1LT or higher), NCO (SSG or higher), or DA civilian (GS 9 or higher). Officers and NCOs that do meet the grade/rank requirement by the completion of the course are not eligible. If a nominee will be promoted after the nomination packet is turned in, but prior to completion of the course, promotion orders must be included with the nomination packet.

(c) Equal Opportunity Advisors (EOA) are not eligible to serve as a UVA but may attend the training as a prerequisite for DSARC training or for situational awareness if allocations permit. Equal Opportunity Representatives (EOR) are not eligible for selection as a UVA or DSARC and will not attend training.

(d) Upon graduation from the UVA Training Course, selected personnel must have 6 months or more remaining in Korea.

(e) Selected personnel must be mature and have demonstrated they possess sound judgment.

(f) Selected personnel must be available to attend the case management meetings/Sexual Assault Review Board (SARB) as required, and meet the requirements in Annex D.

(g) Selected personnel must be available to attend refresher / sustainment training from Area SARCs on a quarterly and annual basis, following selection.

(8) Uniform for military personnel is appropriate civilian clothes (civilian business casual, no sweat suits, or sneakers) or Duty uniform (ACU/BDU).

(9) Supplies Needed: Course Modules, Materials and Handouts found on USFK web-site (<http://www.usfk.mil/old/sa/index.htm>) / pen/pencils, notebook, and Data stick are required.

(10) Missing three or more hours of training will result in non-certification.

4. SERVICE SUPPORT.

a. All cost incurred by attendee's command.

b. Lodging (Yongsan): Coordinated by attendee's command. (See Annex A)

FOR OFFICIAL USE ONLY

c. Roundtrip Transportation: Coordinated by attendee's command.

d. MSCs will coordinate all attendees travel arrangements to ensure adequate transportation and lodging is available if required.

5. COMMAND AND SIGNAL. POC is the Eighth Army SAPR Executive Agent (EO Office) at 723-8524/8446, Cell #: 011-9250-0738 or e-mail: tony.traylor@korea.army.mil.

ACKNOWLEDGE: Direct coordination with the POC is required.

VALCOURT
LTG

OFFICIAL:
//Original signed//
CHAE
G3

ANNEXES:
A - Training Course Details
B - Release of Information Form
C- UVA Data Form
D- UVA and Supervisor Statement of Understanding (PDF attachment)
E- Example Copy of Appointment Order for UVA

FOR OFFICIAL USE ONLY

ANNEX A to EIGHTH UNITED STATES ARMY OPORD 64-07 (USFK Unit Victim Advocate (UVA) Training Course #13)

USFK UVA Training Course Details

Name of Course: USFK Unit Victim Advocate (UVA) and Deployable Sexual Assault Response Coordinator (DSARC) Pre-requisite Training Course #13

Length of Course: 40 hours

Student Attendance Support: Student should attend the course in a TDY status. The student's command is responsible for funding round-trip transportation and lodging costs.

Course Location: USO classroom, Bldg 1224, 2nd Floor, Camp Kim, Yongsan, Korea

Course Report Date: 0715 on Monday 07 MAY 07 due to In-Processing.

Course Dates/Times: 07-11 MAY 07, 0730-1700 hours (Missing three or more hours of training will result in non-certification)

Course Cost: None

Lodging: The Walker Center, Bldg 7003S, South Post next to the Fire Station, The Religious Retreat Center, Yongsan Korea, or Yongsan Sports Billeting.

- Military – Free at The Walker Center and The Religious Retreat Center with prior Registration/Notification.
- Military - \$40.00/day at Yongsan Sports Billeting 724-8810/8830.

Course Uniform: Uniform for military personnel is appropriate civilian clothes (civilian business casual, no sweat suits, or sneakers) or Duty uniform (ACU/BDU).

Supplies Needed: **All students will print all Course Modules, Materials and Handouts for the USFK UVA training found on the USFK Sexual Assault Web-site and bring to class** on 07 MAY 07. Pen/Pencils, Notebook, Data Stick are also required. USFK Sexual Assault Web-site link is (<http://www.usfk.mil/old/sa/index.htm>) .

FOR OFFICIAL USE ONLY

USFK UVA Training Course Curriculum

Course Description:

The Unit Victim Advocate (UVA) course consists of 40 training hours. Training includes a mixture of lecture, individual and group exercises, videos, book readings, role-playing and guest presenters. The course is supported by a UVA Course Reference Book comprised of 22 modules and a handout section. UVA trainees will not be provided with a hard copy of the UVA Course Reference Book. UVA students must download and print all Course Modules, Materials and Handouts prior to attendance at the course, for note taking and ensuring long-term retention of information, from the USFK Sexual Assault Web-site The Sexual Assault Web-site link is (<http://www.usfk.mil/old/sa/index.htm>).

Objective:

The VA Training Course is intended to provide students with an introduction to information, processes, and resources that will assist them in providing victims with desired support and services. Students are provided information on victims' rights, medical, psychological, legal and investigative information.

Note: Upon completing the 40 hours of training, each Unit Victim Advocate should complete a minimum of three victim interventions in which the Area SARC should be present at all sessions and oversee all aspects of the interaction between a victim and the UVA. Until a UVA has developed basic subject-matter knowledge and skills there is a possibility that he or she could do more harm than good.

The UVA course is comprised of the following modules:

- ◆ **Module 1 – Course Administration and Orientation** - This module provides students with an overview of the VA Training Course. It also reviews and explains the National Advocate Credentialing Program (NACP) sponsored by the National Organization for Victim Advocates (NOVA).
- ◆ **Module 2 – Overview of the Sexual Assault Topic** – This module introduces the sexual assault topic gives a brief overview of the sexual assault topic by reviewing the trauma impacted by sexual assault, the incidence and prevalence in society, the social context of sexual assault, victim impact, medical concerns, cost of sexual assault, reporting and incidence and prevalence in the military.
- ◆ **Module 3 – Department of Defense (DOD) and United States Forces Korea (USFK) Sexual Assault Prevention and Response (SAPR) Program Overview** - This module covers a historical review of sexual assault; international protections for women; Department of Defense (DOD) response to sexual assault in the military; SAPR Program areas shared by service components; USFK response to sexual assault among US military service members stationed

FOR OFFICIAL USE ONLY

in Korea; explanation of USFK SAPR Program; the meaning of mandatory reporters; and USFK SAPR Program applicability.

- ◆ **Module 4 – Sexual Harassment vs. Sexual Assault** - This module covers explanations on the differences between Sexual Harassment and Sexual Assault and the relationship between the two violations.
- ◆ **Module 5 – USFK Environment** - This module covers the United States Forces Korea (USFK) organizational structure; command structure; Area/Vice-Wing Commanders and the SAPR Program; USFK military communities; and aspects of the USFK environment that impact survivors.
- ◆ **Module 6 – Sexual Assault First Responder Group Roles and Responsibilities** – This module will cover Sexual Assault First Responder Group roles and responsibilities.
- ◆ **Module 7 – Victim Advocate’s Role and Responsibilities** – This module covers the two forms of advocacy; definition of advocacy; what advocacy is not; VA role and responsibilities in SAPR Program; who may be a VA; assignment of VA; survivors approaching a VA; monitoring by SARC; VA reporting to SARC; VA role and responsibilities when working with a survivor.
- ◆ **Module 8 – Helping Skills – Stabilization and Restoration of Functioning** – This module will cover understanding how to help; what makes recovery so difficult; the chaos of the moment a touch of justice; the VA’s role in the interpersonal process; how to begin interacting with the survivor; and required VA qualities.
- ◆ **Module 9 – Advocacy Skills** - This module covers working with diverse populations; steps of advocacy; effective communication; blocks to effective listening; and basic interpersonal skills.
- ◆ **Module 10 – Command and Sexual Assault Prevention and Response Program Relationship** - This module covers the command relationship; command and the SAPR Program; command’s role; command conflicts; command climate of confidence; and interaction with commands and support agencies
- ◆ **Module 11 – Victim’s Rights** - This module covers the history of crime victims’ rights in America; Federal Government protection of victims; legal definition of a victim; who may exercise victims’ rights; and rights of the alleged perpetrator.
- ◆ **Module 12 – Sexual Assault Reporting Options and Procedures** – This module will cover the challenges of reporting sexual assault; concerns of survivors; potential consequences of delayed reporting; reporting options; who can make a restricted report; what is the purpose of restricted reporting; reporting

FOR OFFICIAL USE ONLY

process; explanation of unrestricted reporting and restricted reporting; protection of information and communications; case report numbers; and secondary victimization.

- ◆ **Module 13 – Medical Process** - This module will cover entering the medical system; the VA's role in the medical process; medical treatment and survivor's rights; the medical process; medical examination and collection of forensic evidence as a part of the medical examination post examination treatment; VA follow-up with survivors; and forensic evidence management main focus is to familiarize you with the medical process a survivor may encounter.
- ◆ **Module 14 – Victimology** - This module covers the definition of sexual assault, types of sexual assault, three stages of non-stranger assault, the history of rape, sexual assault myths, sexual assault risk factors, sexual assault statistics, and on-line resources for sexual assault information.
- ◆ **Module 15 – Offender Dynamics** - This module will explore victims as offenders; the cycle of violence; stereotypes about offenders; importance of the offender/victim relationship; implications of research on the undetected rapist; characteristics of sex offenders; offense dynamics; importance of offender and offense dynamics; sex offender typologies same-sex sexual assaults.
- ◆ **Module 16 – Blame** - This module will cover the questions “What is blame?” “Why does survivor blame happen?” “Is survivor blame real?” “Who deserves to be hurt?” The module will cover the types of self blame; the underlying factors of self blame; vulnerability factors of self-blame; control over life and self blame; guilt versus shame; shame theories; coping and reactions – Rape Trauma Syndrome; victim response; flashbacks and disassociation.
- ◆ **Module 17 – Male Victims** - This module will cover the literature gap on male versus female sexual assault victimization; male assault history; male sexual assault as an act of aggression; the psychology of trauma; the prevalence of sexual assault in adult men; males and reporting; are offenders homosexual; the myth of prison rape; prevalence of adult male sexual assault; assault profiles; help seeking; system response; the individual survivor's experience; meanings for male survivors; responses to assault on masculinity; survivor response to sexual assault; masculinity and recovery; particular complexities with male victimization; helping strategies; unique issues facing male survivors and getting back on track.
- ◆ **Module 18 – Significant Others** - This module will focus on the tentacles of pain that reach out beyond the immediate victim, the tentacles that snare the loved ones of the victim. Specific focus will be on partners and spouses because the added dimension of sexual intimacy complicates those connections even more deeply than other relationships. You will learn principles that are also applicable to friends, parents, and siblings. During the classroom presentation, you are

FOR OFFICIAL USE ONLY

encouraged to visualize the sexual assault as shared pain, but also as a personal injury for both partners. The victim, of course, experiences the violence directly. The partner experiences the aftershocks.

- ◆ **Module 19 – Legal Process** - This module concentrates on the legal processes survivors may encounter and familiarizes the VA with those procedures.
- ◆ **Module 20 – Safety Planning** - This module provides information on the areas to be considered when developing a safety plan for survivors of sexual assault.
- ◆ **Module 21 – Domestic Abuse/Violence** - This module provides an overview of Domestic Abuse/Violence (DA/V) issue. This module also provides a historical review of the DA/V issue; the Department of Defense Response to the issue; Family Advocacy Program and DA/V; definition of DA/V; common misconceptions; dynamics of the DA/V issue; risk factors of DA/V; risk factors for continued aggression; victims of DA/V need to be familiar with misconceptions of DA/DV, risk factors, tactics used by abusers; victims of DA/V; and the needs of the victims.
- ◆ **Module 22 – Stress Management** - This module provides you with a general understanding of stress, sources of and reactions to stress, and techniques that will help to alleviate it.

FOR OFFICIAL USE ONLY

ANNEX B to EIGHTH UNITED STATES ARMY OPORD 64-07 (USFK Unit Victim Advocate (UVA) Training Course #13)

**UVA
RELEASE OF INFORMATION FORM**

*******PRIVACY ACT STATEMENT*******

AUTHORITY: 10 U.S. Code 3012

PRINCIPAL PURPOSE: To obtain data for Military Police Records, U.S. Criminal Records Check (CRC), Defense Central Index of Investigations (DCII) Registry Review, Central Registry Check for spouse and/or child abuse, local Community Counseling Check for drug and/or alcohol abuse, 121st General Hospital and 51st Medical Group Mental Health.

ROUTINE USE: Information will be used only by the USFK Sexual Assault Prevention and Response Program Manager and personnel from Law Enforcement, Military Criminal Investigation Organizations, Air Force Life Skills Support Center, Army Social Work Service, and Family Advocacy Programs.

DISCLOSURE: **VOLUNTARY**. Failure to disclose required information will prevent acceptance as a UVA.

Have you ever been arrested for an assault or charged with an offense involving a child, a sex crime, and/or a drug/alcohol related violation? YES ___ NO ___

Have you ever been evaluated for child abuse (include physical, emotional, or sexual abuse and neglect)? YES ___ NO ___

Are you currently under investigation for any complaints? YES ___ NO ___

If you answered YES to any of the above questions, please explain.

I understand I must have a background check as a condition for acceptance into the UVA Training Course. Derogatory background checks will result in non-acceptance into the UVA Training Course. I also understand that I have a right to obtain a copy of the background check report.

NAME: Last: _____ First: _____ MI: _____

SSN #: _____ MAIDEN NAME OR ALIAS: _____

DATE OF BIRTH: (mm/dd/yyyy) _____/_____/_____

PLACE OF BIRTH: _____
(Include City, State-if applicable, and Country)

UNIT OF ASSIGNMENT/ADDRESS:

DATE YOU ARRIVED IN KOREA: _____/_____/_____ (mm/dd/yyyy) DEROS: _____/_____/_____
(mm/dd/yyyy)

SIGNATURE: _____ DATE: (mm/dd/yyyy) _____/_____/_____

Enclosure 2

(AS OF 27 FEB 07)

FOR OFFICIAL USE ONLY

ANNEX C to EIGHTH UNITED STATES ARMY OPORD 64-07 (USFK Unit Victim Advocate (UVA) Training Course #13)

USFK UVA Training Course Data Form

1	NAME (Print):	LAST	FIRST	MI
2	RANK/GRADE:			
3	SSN:			
4	UNIT NAME: (CO/BN & BDE)			
5	UNIT ADDRESS:			
6	AREA LOCATION FOR UNIT (1,2,3,4,5,or 6,):			
7	PHONE NUMBERS			
	Work:			
	Home/Cell:			
8	EMAIL ADDRESS:			
9	DATE OF ARRIVAL IN KOREA:			
10	DEROS:			
11	COMMANDER'S NAME:			
	PHONE NUMBER:			
	EMAIL ADDRESS:			
13	1SG'S NAME:			
	PHONE NUMBER:			
	EMAIL ADDRESS:			
14	SENIOR COMMANDER'S NAME:			
	PHONE NUMBER:			
	EMAIL ADDRESS:			
15	Commander's Signature/Date _____			

FOR OFFICIAL USE ONLY

ANNEX D to EIGHTH UNITED STATES ARMY OPORD 64-07 (USFK Unit Victim Advocate (UVA) Training Course #13)

SEE Attached DD Form 2909 (PDF) VA and SUPERVISOR STATEMENT OF UNDERSTANDING



DD Form 2909

Double click icon above to open PDF file

FOR OFFICIAL USE ONLY

ANNEX E to EIGHTH UNITED STATES ARMY OPORD 64-07 (USFK Unit Victim Advocate (UVA) Training Course #13)



DEPARTMENT OF THE ARMY
YOUR ORGANIZATION HEADING

REPLY TO
ATTENTION OF:

EXXX-D

Date

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Unit Victim Advocate Collateral/Additional Duty Appointment Order/Delegation Letter

1. Effective the graduation date from Unit Victim Advocate (UVA) Certification Training Course and successful background check, the following individual is appointed a UVA.

RANK/GRADE:

NAME: (FIRST, MI, & LAST)

SSN:

UNIT: (CO/BTRY of BN of BDE/MSC NAME)

AREA: (I, II, III, or IV)

CAMP or LOCATION:

DUTY PHONE:

CELL PHONE:

E-MAIL ADDRESS:

UVA COURSE DATE:

2. Authority:

a. JTF-SAP-008

b. AR 600-20, Chapter 8

c. USFK 600-20

3. Purpose: To serve as Sexual Assault (SA) UVA in garrison and deployed Sexual Assault Prevention and Response (SAPR) Programs. Serves as resource and Subject Matter Expert (SME) for commanders and leaders in SA prevention and training.

4. Period: Until officially relieved or released from appointment.

FOR OFFICIAL USE ONLY

5. Special Instructions:

a. Garrison:

1. Provide crisis intervention, referral, and ongoing non clinical support to active duty service members who are victims of SA, when assigned a case by an Area Sexual Assault Response Coordinator (SARC). The UVA will accompany the victim, at the victim's request, during the investigative interviews and medical examinations and any other case related support at the victim's request. The UVA's mission is to support, assist and guide the victim through the process.

2. The UVA must be available immediately when on call and released from duties that will interfere with the victim's support when assigned a case by the Area SARC. Note: A UVA cannot serve as a UVA for a victim within their organization.

3. Assist Battalion and subordinate Commanders in SA prevention and training. Serve as a SME and resource to assist with the Semi-Annual Unit Level training, Holiday and Safety Briefings, Prevention Planning and Pre and Re-Deployment Plans and Briefings.

4. Track, report and provide the Brigade or Higher Level Deployable Sexual Assault Response Coordinator (DSARC) the UVA personnel status and Battalion and Subordinate command's training status.

b. Deployed:

1. Provide crisis intervention, referral, and ongoing non clinical support to active duty service members who are victims of SA, when assigned a case by a DSARC. The support responsibilities are the same as they are in garrison.

2. The UVA must be available immediately when on call and released from duties that will interfere with the victim's support when assigned a case by the DSARC.

3. Same as Garrison Responsibilities 3 and 4.

c. Appointee must meet the suspense for all required reports.

6. Information contained in this memorandum is subject to the Privacy Act of 1974, and will not be disclosed without the consent of the individual.

JANE D. DOE
LTC, AD
Commanding

DISTRIBUTION
EUSA SAPRP Executive Agent
IMCOM-K SAPRP Trainer
Area SARC
DSARC, File
Battalion and Company/Battery, CDR File
Appointed UVA File