



DEPARTMENT OF THE ARMY AND THE AIR FORCE  
MICHIGAN NATIONAL GUARD JOINT FORCE HEADQUARTERS  
3411 N. Martin Luther King Jr. Blvd.  
LANSING, MI 48906

NGMI-TAG

12 January 2018

MEMORANDUM FOR All Michigan National Guard Civilian and Military Personnel

SUBJECT: Michigan National Guard Policy on Sexual Assault

1. Sexual assault is a crime and will never be tolerated by any service member or employee of our organization. Together, we will work as a team to foster a climate free of sexual assault and violence within our organization, and promote a positive culture to support our personnel and mission readiness.
2. Commanders will ensure that Service members have ready access to resources, certified Victim Advocates (VA) and Sexual Assault Response Coordinators (SARC) and/or ensure that contact information for these resources are readily available to provide professional assistance if needed. The JFHQ SARC will be notified of every incident of sexual assault involving Service members or persons covered in accordance with DoDI 6495.02, Enclosure 5, incorporating change 3, and effective 24 May 2017 in all instances of sexual assault.
3. All Commanders will ensure awareness and prevention efforts are continually addressed throughout the year, resources will be provided upon request through the JFHQ SAPR office to include posters, pamphlets and other information to fulfill requirements. Commanders are encouraged to recognize Sexual Assault Awareness Month (SAAM) in April and recognize those that support the SAPR program such as Unit Victim Advocates, Chaplains and Health Care professionals.
4. Reports of sexual assault can be disclosed days, months or years after the assault has occurred. However, if a report is filed immediately after a sexual assault has occurred the survivor/victim has options based upon how they report. They may receive immediate emergency care, assigned a victim advocate, request a personnel protection order and law enforcement may be contacted.
5. All MSC's will ensure Service members assigned as a VA meet the requirements and criteria prior to appointment and in coordination with the JFHQ SARC and VAC per POSTA requirements. After completion of the required initial training course, personnel are required to apply for and maintain credentialing through the Department of Defense Sexual Assault Advocate Certification Program (D-SAACP). At that time the Service Member is eligible to provide training and assist survivors as assigned by the JFHQ SARC.

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6. Sexual Assault Prevention and Response (SAPR) personnel, once certified, are required to re-credential every two years to ensure current knowledge of the program and victim advocacy skills are maintained. Thirty-two hours of Continuing Education Training (CEU) are required bi-annually to maintain credentialing and will be provided and coordinated by the JFHQ SAPR office each year. CEU training dates will be distributed at the beginning of the fiscal year to certified personnel who will require this specific training.

7. Commanders will ensure that mandatory SAPR/SHARP training is provided to all assigned service members and fulltime civilians annually with support from D-SAACP certified personnel and updated in DTMS per training requirements.

8. Leaders at every level are called upon to foster a professional, positive environment that is intolerant of this behavior and promotes a climate of dignity and respect as we work together to fight this battle to eliminate sexual assault within the Michigan National Guard and our community. Commanders throughout the state will publish and post endorsements of this policy and will affirm their personal commitment to the principles and objectives of SAPR/SHARP program.

9. The point of contact is CW3 Linda Legg-Teeple, Michigan National Guard Sexual Assault Response Coordinator, (517)481-7638 or [linda.s.leggteeples@mail.mil](mailto:linda.s.leggteeples@mail.mil)



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