SECNAV INSTRUCTION 5420.198A

From: Secretary of the Navy

Subj: DEPARTMENT OF THE NAVY SEXUAL ASSAULT ADVISORY COUNCIL

Ref: (a) SECNAVINST 1752.4A
     (b) SECNAVINST 5430.108

1. Purpose. To establish the Department of the Navy (DON) Sexual Assault Advisory Council (SAAC), chaired by the Under Secretary of the Navy, with membership and processes defined herein.

2. Cancellation. SECNAVINST 5420.198.

3. Applicability. This instruction applies to the Office of the Secretary of the Navy (SECNAV), the Chief of Naval Operations (CNO), the Commandant of the Marine Corps (CMC), and all U.S. Navy (USN), U.S. Marine Corps (USMC) installations, commands, activities, field offices, and all other organizational entities within the DON.

4. Policy

   a. The DON and its component Services are committed to a culture of dignity and respect, where sexual assault is never tolerated and ultimately eliminated, where all survivors receive coordinated support and protection, and where offenders are held appropriately accountable.

   b. The DON-SAAC provides a forum for Departmental and Service Senior Leaders to share Sexual Assault Prevention and Response (SAPR) insights and assessments; establish common priorities; coordinate and, where appropriate, standardize SAPR processes; and clarify the most effective distribution of responsibilities and resources across Departmental and Service-level entities.
c. The DON SAPR Program encompasses collaborative efforts of the Navy Secretariat, the USN, and the USMC. Specific activities include, but are not limited to, the following:

(1) Develop consistent and complimentary Departmental and Service-level SAPR policy guidance. Serve as SAPR subject matter experts for Departmental and Service Senior Leaders.

(2) Operate world-wide inter-operable SAPR victim support programs, including Sexual Assault Response Coordinators, SAPR Victim Advocates, and others.

(3) Develop, implement, and assess the efficacy of sexual assault prevention strategies, including broad-based Departmental and Service-wide efforts along with localized pilot projects.

(4) Develop and implement Departmental and Service-level training curricula that are age appropriate and specifically tailored for every level of career development.

(5) Conduct DON-wide oversight of SAPR program implementation, functional efficacy, and special issues.

(6) Conduct independent efforts, aided where feasible by outreach to academic and other outside experts, to explore innovative new training concepts, opportunities to improve victim support processes, and initiatives to enhance sexual assault prevention efforts.

(7) Coordinate with relevant other DON stakeholders, including the Judge Advocate General, Naval Criminal Investigative Service, Navy Surgeon General, and Chief of Chaplains.

(8) Develop and coordinate Service and Departmental responses to official taskings and data calls from the Department of Defense (DoD), Congress, and others. Participate in various DoD SAPR meetings and workgroups.

5. DON-SAAC Membership. The DON-SAAC shall be composed of principal members and advisory participants.

a. Principal members include:

(1) Under Secretary of the Navy (Chair).
(2) Director, DON Sexual Assault Prevention and Response Office (Executive Secretary).

(3) Director, 21st Century Sailor Program Office.

(4) Director, Marine and Family Programs Division.

b. Advisory participants shall be identified by the Chair, DON-SAAC as needed.

6. DON-SAAC Procedures

a. The Executive Secretary shall:

   (1) Coordinate DON-SAAC meeting schedules and agendas.

   (2) Publish DON-SAAC agendas to members in advance of each meeting.

   (3) Control access to meetings and record all decisions, guidance, and directed actions.

b. Initially, the DON-SAAC shall meet quarterly. The frequency of meetings shall be reassessed upon completion of an integrated DON-wide SAPR strategic plan.

c. The Director, 21st Century Sailor Program Office and the Director, Marine and Family Programs shall be responsible for representing the perspectives and priorities of other Service-specific stakeholders and shall be empowered to prioritize issues and coordinate activities with attendant resource implications.

7. Responsibilities. DON-SAAC Responsibilities:

   a. Develop and revise as necessary, an integrated DON SAPR Strategic Plan.

   b. Clarify the most effective distribution of responsibilities and resources across Departmental and Service-level entities.

   c. Share Service-specific SAPR insights and assessments, establish common priorities, coordinate, and where appropriate, standardize SAPR processes. Provide a forum for senior-level
stakeholder discussion and recommendations on issues and perspectives linked to the operational implementation of DON and DoD SAPR policy, new initiatives, and pending legislative proposals.

d. Advise the SECNAV on Departmental SAPR activities and their effectiveness in preventing sexual assaults and in ensuring compassionate support of sexual assault survivors.

8. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per SECNAV Manual 5210.1 of January 2012.

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