SECNAV INSTRUCTION 5430.108A

From: Secretary of the Navy

Subj: DEPARTMENT OF THE NAVY SEXUAL ASSAULT PREVENTION AND RESPONSE OFFICE

1. Purpose. To prescribe the mission and functions of the Department of the Navy (DON) Sexual Assault Prevention and Response Office (SAPRO).

2. Cancellation. SECNAVINST 5430.108.

3. Applicability. This instruction applies to the DON. The SAPRO is a staff office under the immediate supervision of the Secretary of the Navy (SECNAV). A Senior Executive Service civilian will be assigned as director. SAPRO will consist of a cadre of experienced and senior Navy and Marine Corps officers and DON civilians.

4. Policy. SECNAV is committed to combating sexual assault department-wide through programs that focus on reducing the incidence of sexual assaults involving Sailors and Marines, providing effective and compassionate support for victims of sexual assault, and holding the perpetrators of sexual assault accountable at the appropriate forum consistent with the nature of the offense. SAPRO will serve as SECNAV’s direct source of subject matter expertise, primary advisor, and representative for matters throughout the department related to sexual assault prevention and response, with the exception of legal processes provided under the Uniform Code of Military Justice and criminal investigative policy matters that are assigned to the Judge Advocate General of the Navy, the Staff Judge Advocate to the Commandant of the Marine Corps (CMC), and the Naval Criminal Investigative Service, respectively.

5. Responsibilities. SAPRO will:

   a. Maintain visibility of Sexual Assault Prevention and Response (SAPR) programs and related activities as implemented by the Navy and Marine Corps through liaison with the Chief of
Naval Operations (CNO) and the CMC or their designated representatives;

b. Conduct site visits to the Navy and Marine Corps locations world-wide to review specific SAPR questions or issues and to capture the unique insights of local sexual assault response coordinators and others with regard to SAPR program performance and the concerns of individual Sailors and Marines. These unique insights will be shared with the Service SAPR offices for their situational awareness and action, as required;

c. Plan and implement periodic special studies to credibly assess the overall effectiveness of departmental efforts to reduce the incidence of sexual assaults involving Sailors and Marines, to provide coordinated and compassionate support for victims of sexual assault, and to hold perpetrators of sexual assault appropriately accountable;

d. Sponsor pilot projects involving new or updated training of Sailors, Marines, or SAPR program personnel. The goal is to develop strategies more clearly focused on reducing the incidence of sexual assaults involving Sailors and Marines. In each case, SAPRO will work to assess the project’s applicability to Navy and Marine Corps environments and the effectiveness of the project in achieving objective results;

e. Develop and coordinate draft versions of proposed or updated departmental SAPR policy guidance for SECNAV’s review and approval;

f. Serve as the primary departmental point of contact for liaison on SAPR matters with the other Military Service Departments, the Office of the Secretary of Defense (OSD), Congressional committees, Federal Agencies and offices, and other entities outside the DON. SAPRO will coordinate all official reports on SAPR matters to entities outside the Department and SAPRO will collect inputs from the CNO or CMC or their designated representatives, as necessary to prepare such reports;

g. Serve as the primary departmental point of contact for liaison with OSD in requests for summary information and statistical data on sexual assault incidents involving Sailors and Marines. SAPRO will also serve as the central conduit for
forwarding any such information or data outside the department. In a manner consistent with all Department of Defense regulations, SAPRO will conduct statistical assessments of available information about the nature of sexual assaults involving Sailors and Marines, the victims, the offenders, and the outcome of any legal proceedings in connection with the assault;

h. Conduct research and other inquiries to identify civilian best practices and state-of-the-art approaches to combating sexual assault within the department;

i. Coordinate periodic meetings of the DON Sexual Assault Advisory Council, along with other departmental forums in support of sexual assault prevention and response efforts.

6. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned according to the records disposition schedules found on the Directives and Records Management Division (DRMD) portal page: https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/SitePages/Home.aspx.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local Records Manager or the DRMD program office.

7. Reports. The reporting requirements in paragraph 5f are exempt from reports control, per SECNAV Manual 5214.1, part IV, paragraph 7n.

THOMAS B. MODLY
Under Secretary of the Navy

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