



## RESTRICTED REPORTING

This option allows a sexual assault victim to confidentially report his or her assault **ONLY TO SARC, SAPR VA/VA COOR, VICTIM ADVOCATE & MILITARY HEALTH CARE PERSONNEL** and receive medical treatment and counseling, without triggering the official investigative process or notification to command.

*\* While Special Victims' Counsel and chaplains have confidentiality/privilege, they CANNOT accept a Restricted Report.*

## WHO MAY MAKE A RESTRICTED REPORT?

- Service members (regardless of status i.e Reserve, Guard, IRR, IMA, etc)
- Military dependents (18+)
- AF/AR Civilian Employees

## BENEFITS

- Crucial to recovery that you receive healthcare (medical and mental health) and victim advocacy as soon as possible after you are assaulted
- Provides personal space and time to consider your options and to begin the healing process
- Empowers you to seek relevant information and support to make more informed decisions about participating in the criminal investigation. Allow you to get legal advice from Special Victims Counsel
- You control the release and management of your personal information
- You decide whether and when to move forward with initiating an investigation
- **CAN CHANGE** your report from Restricted to Unrestricted at any time
- Confidential

## LIMITATIONS

- Assailant cannot be held accountable due to no investigation
- Cannot receive a military protective order
- Cannot request an Expedited Transfer to allow you to move to a different unit/base
- Cannot discuss the assault outside of **CHAPLAINS, MILITARY HEALTH CARE PERSONNEL, SARC SAPR VA/VA COOR** or **VICTIM ADVOCATE** and **SPECIAL VICTIMS COUNSEL**

## RESTRICTED REPORTING EXAMPLE

- Service Member Smith arrives at the base medical emergency room and reports she has been sexually assaulted. Healthcare personnel immediately notify the SARC and begin any appropriate emergency medical treatment. Military law enforcement is NOT contacted.

- The SARC assigns a SAPR VA to assist Service Member Smith. The SAPR VA meets Service Member Smith at the hospital and explains the Unrestricted and Restricted Reporting options and the processes associated with each, to include applicable pros and cons.
- Service Member Smith elects the Restricted Reporting option.
- Service Member Smith is asked if she would like a forensic examination, and she agrees.
- The SAPR VA advises the healthcare personnel that Service Member Smith has elected the Restricted Reporting option and would like a Sexual Assault Forensic Examination (SAFE).
- Forensic evidence of the assault is collected and preserved, and a computer-generated number is placed on the evidence instead of the victim's name.
- The healthcare personnel determines and schedules follow-up healthcare (medical and mental health) as appropriate, or as requested by the victim.
- The SAPR VA advises the SARC that Service Member Smith has elected the **Restricted Reporting option**.
- Within 24 hours of Service Member Smith's Restricted Report, the SARC will inform the senior commander that "an assault" has occurred, and provide the commander with details related to the sexual assault allegation but **will NOT** include the victim's name or information that could allow the commander to easily deduce the name. Careful consideration of which details to include is of particular significance at smaller locations like a Forward Operating Base or a submarine.
- The SARC maintains information regarding the number of sexual assaults for both Unrestricted and Restricted Reports. Restricted Report numbers will be included in the [DoD SAPR annual report](#).
- The SAPR VA maintains communication and contact with the victim as needed for continued victim support.

## UNRESTRICTED REPORTING

This option is recommended for sexual assault victim who desire an official investigation and command notification while receiving medical treatment, victim advocacy and legal services. This option allows a sexual assault victim to report his or her assault to Law Enforcement, Commander, SARC, SAPR VA and Health Care Personnel. Upon notification of a reported sexual assault, the SARC will immediately assign a SAPR VA and inform the victim of their right to speak to a [Special Victims' Counsel / Victims' Legal Counsel \(SVC / VLC\)](#). At the victim's discretion or request, the healthcare personnel shall conduct a sexual assault forensic examination (SAFE), which may include the collection of evidence.

***\* Details regarding the incident will be limited to only those personnel who have a LEGITIMATE NEED TO KNOW.***

## WHO MAY MAKE AN UNRESTRICTED REPORT?

- Service members (regardless of status i.e Reserve, Guard, IRR, IMA, etc)
- Military dependents (18+)
- AF/AR Civilian Employees

- DoD Civilian Employees & Dependents (18+) ONLY FOR UNRESTRICTED REPORTING
- NAF Employees & Contractors ONLY FOR UNRESTRICTED REPORTING

## **BENEFITS**

- Victims feel a sense of closure or healing which can aid recovery.
- Ability for Military to hold the offender appropriately accountable.
- Ensure the safety of the victim and of others, who may be victimized by the same suspect.
- Ability to request a Military Protective Order.
- Ability to request an Expedited Transfer to move to a different unit or base.

## **UNRESTRICTED REPORTING EXAMPLE**

- Service Member Smith arrives at the base medical emergency room and reports he has been sexually assaulted. Healthcare personnel immediately notify the Sexual Assault Response Coordinator (SARC) and begin administration of any emergency healthcare (medical and mental health) treatment.
- The SARC assigns a SAPR Victim Advocate (SAPR VA) to assist Service Member Smith. The SAPR VA meets Service Member Smith at the hospital, explains the Unrestricted and Restricted Reporting options and processes associated with each to include applicable pros and cons.
- Service Member Smith elects the Unrestricted Reporting option.
- The SAPR VA immediately notifies the appropriate Military Criminal Investigative Office (MCIO) investigator for the Service and the victim's unit commander.
- MCIO investigators arrive and begin the investigation.
- Service Member Smith is asked if he would like a SAFE, and he agrees.
- The VA advises the healthcare personnel that Service Member Smith has elected the Unrestricted Reporting option and would like a sexual assault forensic examination (SAFE).
- Forensic evidence of the assault is collected by healthcare personnel, and at its conclusion, MCIO investigators take chain of custody.
- The healthcare personnel determines and schedules needed or victim-requested follow-up medical or mental health treatment.
- The SAPR VA advises the SARC that Service Member Smith has elected the Unrestricted Reporting option.
- In addition to any current existing channels of notification, within 24 hours of Service Member Smith's Unrestricted Report, the SARC will inform the senior commander that an assault has occurred, and provide the commander with the details of the assault. This information will only be disclosed to personnel with an official "need to know."
- The SARC maintains information regarding the number of sexual assaults for both Unrestricted and Restricted Reports. Restricted Report numbers will be included in the [DoD SAPR annual report](#).

The SAPR VA maintains communications and contact with the victim as needed for continued victim support.

## **INDEPENDENT INVESTIGATION**

If information about a sexual assault comes to a commander's attention from a source other than a victim, that commander must immediately report the matter to an MCIO and an investigation may be initiated based on that independently acquired information. Victims who previously made a Restricted Report can maintain that Restricted Report and *can elect not to participate in the investigation*.

If a SARC is notified of an independent investigation and the victim has not signed a DD Form 2910 electing a Restricted Report, the SARC must inform the victim that the option to file a Restricted Report is no longer available.

## **Mandatory Reporters for sexual assault include**

- Commanders
- Chain of command (includes supervisors, supervisory chain, First Sergeants)
- AF Instructors (with exception of USAFA instructors)
- Law enforcement.

## **SAPR Victim Rights**

- Sexual assault victims have the right to (but not limited to) the following: Be treated with fairness and respect for your dignity and privacy
- Be reasonably protected from the alleged offender
- Express a preference on military or civilian prosecution of the offense
- Provide inputs to the convening authority on disposition of the offense
- Receive notice of certain proceedings and events and be present at certain proceedings unless a military judge orders otherwise
- Reasonably confer with the prosecutor/trial counsel in the case
- Receive restitution, if available by law
- Proceedings free from unreasonable delay
- Be heard at certain proceedings

## **Retaliation and Reprisal**

It is Air Force policy to protect individuals from retaliation, ostracism, maltreatment, and reprisal related to a sexual assault incident.

When individuals engage in retaliation or reprisal, it not only violates good order and discipline, it can erode unit cohesion and undermine mission readiness. Moreover, it can deter other victims from reporting their sexual assault and receiving support services.

Individuals protected from retaliation or reprisal include victims and/or their dependents, witnesses or bystanders who intervene or report a sexual assault, SARCs, SAPR VAs, and VVAs executing their duties and responsibilities, SVCs and other First Responders. Report retaliation/reprisal related to a report of sexual assault to:

- SARC or SAPR VA
- Special Victims' Counsel (SVC)
- Installation/DoD Inspector General (IG)
- Office of Special Investigations (OSI)
- Immediate Commander
- Commander outside the Chain of Command

## **The CATCH Program**

### **How the CATCH Program works:**

Restricted Reporting victims elect to participate in CATCH and receive access to the CATCH database (or paper submission) from the SARC.

Military investigators (NCIS, CID, OSI) at Headquarters analyze suspect information submitted to the CATCH database.

If a match is identified, the SARC will notify the victim and offer the victim the opportunity to convert to an Unrestricted Report. If a victim elects to maintain their Restricted Report, they can decide whether they would like to be contacted for future matches.

If a victim elects to convert to an Unrestricted Report, SARCs will make the appropriate notifications.

The local MCIO may be provided information submitted to CATCH as part of their investigation AFTER the victim has elected an Unrestricted Report.

### **What Victims Should Know:**

Any victim who has filed a Restricted Report may participate in CATCH.

Participation is completely voluntary. Victims may elect or decline to participate at any time after filing a Restricted Report.

A victim can opt out at any time by notifying the SARC. Their data will not be removed from the database, but they will no longer be contacted.

Participating victims can share as little or as much information about the incident and alleged offender(s) and can update submissions at any time.

The information provided to CATCH is confidential and only utilized to identify potential matches, unless the victim gives their consent via conversion to an Unrestricted Report.

Is maintained in the CATCH database for 10 years.

Anonymous CATCH information is analyzed to identify potential serial offenders.

Victims may consult with an SVC to assist in making a decision. The SARC can facilitate a referral for eligible victims.

- **Resources**

- SARC/SAPR Victim Advocate
- Volunteer Victim Advocate
- Special Victims' Counsel (SVC)
- Mental Health, Employee Assistance Program (EAP) (civilians)
- Primary Care
- Sexual Assault Forensic Exam (SAFE) (military and civilian)
- Chaplain
- DoD Safe Helpline 1-877-995-5247 Text: 55-247 [www.safehelpline.org](http://www.safehelpline.org)



**24/7 Helpline: 720-847-SARC (7272)**

## **Team Buckley SAPR Office**

**Peggy Moore-McCoy SARC**      **720-847-9414**

**F. Christine Saona SAPR VA**      **720-847-9858**

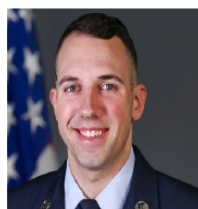
## **ARPC Victim Advocates:**



**SMSgt Letitia Edwards**  
**DPXOA 847-3225**



**MSgt Teresa Mahony**  
**DPAF 847-3170**



**SSgt James Mrosko**  
**DPAA 847-3585**