



TRANSFER OR REASSIGNMENT PROCEDURES FOR VICTIMS OF SEXUAL ASSAULT



Victims of sexual assault may not wish to remain in their current units or organizations after the sexual assault incident. Therefore, a victim may request a transfer or reassignment from their chain of command following the victim's report of sexual assault. Victims can expect their commander to render a decision on their request within 72 hours of filing that request.

In order to request a transfer, the victim must make an unrestricted report of sexual assault. At that time, or soon thereafter, the victim will be informed of his or her option to request a temporary or permanent transfer from their assigned command or base or to a different location within their assigned command or base. The victim shall initiate the transfer request and submit the request to their commanding officer, along with a CID report or civilian equivalent police report and a statement explaining why the victim wants to be moved or deleted from an assignment. Victims are encouraged to include all of their concerns in the written request to aid his or her commander in understanding their needs and in making an informed decision.

Upon the victim's request for transfer or reassignment, commanders will inform victims of foreseeable impacts on his or her career, the potential impact of the transfer on the investigation, and potential prosecution or initiation of other adverse action against the alleged offender. The commander will also inform the victim of any other possible consequences of granting the request. Commanders may also consider transferring the offender instead of the victim.

Requests for transfer or reassignment must be accomplished on a DA Form 4187 signed by the victim and endorsed by an O-5 or higher in Block 12. Complete request procedures can be found in MILPER Message 14-230, which can be accessed at <https://www.hrc.army.mil/Milper/14-230>. Sexual assault transfer requests must also meet the following criteria:

- A. The assault must have taken place at the current permanent duty station.
- B. The assault must have occurred within five years of the request.
- C. The victim must not be flagged (non-transferable).
- D. May request assignment deletion when the alleged offender is assigned to the gaining location.

If the victim's request is disapproved by his or her commander, he or she shall be given the opportunity to request review by the first General Officer in the victim's chain of command. Disapproval by the General Officer must be made within 72 hours of the victim's commander's recommendation of disapproval.

For questions concerning these procedures, contact Fort Benning's Sexual Assault Response Coordinator at 706-566-7393. Additional information concerning the Army's policy concerning expedited transfer or reassignment procedures for sexual assault victims can be found in Army Directive 2011-19 or http://www.apd.army.mil/pdf/AD2011_19.pdf.



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