



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS WARNER ROBINS AIR LOGISTICS CENTER (AFMC)
ROBINS AIR FORCE BASE GEORGIA

17 May 2004

MEMORANDUM FOR DISTRIBUTION A

FROM: WR-ALC/CC

SUBJECT: Sexual Assault Reporting Policy

1. I take all allegations of sexual assault very seriously. When I use the term "sexual assault," I want to be perfectly clear that I am speaking of a broad range of crimes. The term includes not only crimes at the higher end of the range such as rape and child molestation, but also those crimes at the lower end of the range, such as when a person intentionally makes physical contact with the intimate parts of the body of another person without consent.
2. All levels of command will cultivate a climate where alleged victims of sexual assault may report the offense while feeling safe and supported. When a person reports a sexual assault, I expect that we will take all reasonable preventive measures to protect that person from retaliation and treat that person with respect and dignity. Furthermore, to ensure maximum compliance, I encourage integration of sexual assault awareness education into our existing training opportunities.
3. If a person reports a sexual assault, we must act. All alleged sexual assaults should be reported to the appropriate law enforcement agencies for investigation and elevated for command consideration. Crimes, including sexual assaults, are not to be handled at the lowest possible level. I expect all commanders, directors and division chiefs to take a personal interest in reporting these offenses and ensuring the victim is cared for. This policy applies, in particular, at the highest levels of command and supervision.
4. Cultivating an environment of safety, respect and camaraderie for all our Airmen is the right thing to do. It is also the smart thing to do. It protects the victim, forces the wrongdoer to account for such conduct and is often the first step in resolving root causes. Moreover, it contributes decisively to good order and discipline and readiness in our military force.
5. Please ensure all military and civilian personnel in your unit are aware of this policy.

Michael A. Collings
MICHAEL A. COLLINGS
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Commander