



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 501ST COMBAT SUPPORT WING (USAFE)

1 July 2011

MEMORANDUM FOR 501 CSW PERSONNEL

FROM: 501 CSW/CC

SUBJECT: Sexual Assault Prevention and Response (SAPR) Emphasis Letter

1. Sexual assault is a serious crime. Every 501st member has the responsibility to take the appropriate actions to help ensure the safety and well being of those around us, both on and off duty, to include our sister services and mission partners.
2. The vice wing commander is responsible for overseeing the SAPR program. Unit commanders and first sergeants will take the lead to combat sexual assault by creating and fostering safe work and living environments. Specifically, I expect leaders to:
  - a) Ensure dormitory assignments and TDY living arrangements safeguard all service members IAW AFI 36-6005.
  - b) Ensure all personnel receive detailed instructions on how to identify, properly report and prevent sexual assaults.
  - c) Emphasize the duty each of us has to actively prevent sexual assault by being responsible in social settings and ensuring others act responsibly.
  - d) Understand and communicate to unit members that sexual assault is a serious crime and impacts everyone on and off duty.
3. Sexual assault has severe consequences for the victim and the perpetrator, and will not be taken lightly. If sexual assault is alleged, I expect the matter to be handled thoroughly and professionally by every individual involved. All investigations will be thorough and conducted in a timely manner to allow the chain of command to take appropriate action. Please take care of yourselves and our team members by preventing sexual assault and assisting victims of sexual assault who seek help.
4. The primary point of contact for sexual assault issues is the wing Sexual Assault Response Coordinator (SARC), Mr. David Spencer. The SARC can be reached at any time, day or night by calling DSN: 247-3020 or commercial 07921-940-844.

  
BRIAN T. KELLY, Colonel, USAF  
Commander