

**Milper Message Number
13-306**

**Proponent
AHRC-PDV-E**

**Title
CHANGES TO THE EVALUATION REPORTING SYSTEM IN RESPONSE TO ARMY DIRECTIVE 2013-20**

...Issued: [22 Oct 13]...

A. ARMY DIRECTIVE 2013-20, SUBJECT: ASSESSING OFFICERS AND NONCOMMISSIONED OFFICERS ON FOSTERING CLIMATES OF DIGNITY AND RESPECT AND ON ADHERING TO THE SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION PROGRAM, 27 SEP 2013.

B. AR 623-3, EVALUATION REPORTING SYSTEM, 05 JUNE 2012.

C. DA PAM 623-3, EVALUATION REPORTING SYSTEM, 05 JUNE 2012.

D. AR 600-20, ARMY COMMAND POLICY, 18 MARCH 2008.

1. THIS MESSAGE EXPIRES NOT LATER THAN 01 OCT 2014.

2. THE PURPOSE OF THIS MESSAGE IS TO PROVIDE GUIDANCE AND PROCEDURES IN SUPPORT OF ARMY DIRECTIVE 2013-20 FOR ANY EVALUATIONS WITH A "FROM" DATE OF 28 SEPTEMBER 2013 OR LATER.

3. THE FOLLOWING SUBPARAGRAPHS OUTLINE EVALUATION SUPPORT AND COUNSELING FORM REQUIREMENTS AND ENHANCEMENTS THAT APPLY TO DA FORM 67-9-1 AND DA FORM 2166-8-1:

A. EFFECTIVE SEPTEMBER 28, 2013 OFFICERS AND NONCOMMISSIONED OFFICERS (NCOS) WILL HAVE ESTABLISHED GOALS AND WILL BE ASSESSED ON HOW THE RATED SOLDIER MEETS THE COMMITMENTS OF FOSTERING CLIMATES OF DIGNITY AND RESPECT AND ON ADHERING TO THE PRINCIPLES OF THE SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION PROGRAM IN THEIR DAILY ACTIVITIES.

B. ALL OFFICERS AND NCOS WILL INCLUDE GOALS AND OBJECTIVES IN FURTHERANCE OF THE ABOVE-REFERENCED COMMITMENTS WHEN COMPLETING DEPARTMENT OF THE ARMY (DA) FORM 67-9-1, OFFICER EVALUATION REPORT SUPPORT FORM; DA FORM 67-9-1A, OFFICER DEVELOPMENTAL SUPPORT FORM; OR DA FORM 2166-8-1, NCOER COUNSELING AND SUPPORT FORM (OR THEIR EQUIVALENTS).

C. RATING OFFICIALS WILL COMMENT ON EVALUATIONS OF THE RATING CHAIN RESPONSIBLE FOR THE INDIVIDUAL, (WITHIN THE SPHERE OF INFLUENCE - UP TO TWO LEVELS ABOVE THE ORGANIZATION) WHERE A SUBSTANTIATED INCIDENT OCCURRED, NOTING ANY INCIDENTS AND EXPLAINING ACTIONS TAKEN.

4. THE FOLLOWING SUBPARAGRAPHS OUTLINE OFFICER EVALUATION FORM REQUIREMENTS AND ENHANCEMENTS THAT APPLY TO DA FORM 67-9:

A. WHEN COMPLETING PART V, BLOCK B OF DA FORM 67-9, OFFICER EVALUATION REPORT, RATERS WILL ASSESS HOW WELL THE RATED OFFICER FOSTERED A CLIMATE OF DIGNITY AND RESPECT AND ADHERED TO THE SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION (SHARP) PROGRAM. THIS ASSESSMENT SHOULD IDENTIFY, AS APPROPRIATE, ANY SIGNIFICANT ACTIONS OR CONTRIBUTIONS THAT THE RATED OFFICER MADE TOWARD PROMOTING THE PERSONAL AND PROFESSIONAL DEVELOPMENT OF HIS OR HER SUBORDINATES; ENSURING THE FAIR, RESPECTFUL TREATMENT OF ASSIGNED PERSONNEL; AND ESTABLISHING A WORKPLACE AND OVERALL COMMAND CLIMATE THAT FOSTERS DIGNITY AND RESPECT FOR ALL MEMBERS OF THE GROUP. THIS ASSESSMENT SHOULD ALSO IDENTIFY, AS APPROPRIATE, ANY FAILURES BY THE OFFICER TO FOSTER A CLIMATE OF DIGNITY, RESPECT AND ADHERENCE TO THE SHARP PROGRAM.

B. RATERS AND SENIOR RATERS WILL DOCUMENT ON EVALUATIONS ANY SUBSTANTIATED FINDING IN AN ARMY OR DEPARTMENT OF DEFENSE INVESTIGATION OR INQUIRY, THAT AN OFFICER: COMMITTED AN ACT OF SEXUAL HARASSMENT OR SEXUAL ASSAULT, ON OR OFF DUTY; OR FAILED TO RESPOND TO, OR REPORT A SEXUAL HARASSMENT OR ASSAULT OF WHICH HE OR SHE HAD KNOWLEDGE; OR, RETALIATED AGAINST A PERSON MAKING A COMPLAINT OR REPORT OF SEXUAL HARASSMENT OR SEXUAL ASSAULT.

C. THE RATER WILL MARK "NO" IN PART IV, BLOCK A.5. (RESPECT) OF DA FORM 67-9 AND WILL ALSO INCLUDE A STATEMENT DESCRIBING WHY "NO" WAS MARKED IN PART V, BLOCK B OF DA FORM 67-9 (E.G., "DOES NOT SUPPORT THE SHARP PROGRAM DUE TO A SUBSTANTIATED FINDING THAT THE SOLDIER COMMITTED AN ACT OF SEXUAL HARASSMENT").

D. THE SENIOR RATER WILL FURTHER COMMENT ON THE MATTER IN PART VII, BLOCK C OF DA FORM 67-9.

E. AN EVALUATION WITH ADVERSE ACTIONS, INCLUDING SUBSTANTIATED ACTS OF SEXUAL MISCONDUCT, WILL BE A REFERRED REPORT AND WILL BE PROCESSED IN ACCORDANCE WITH AR 623-3, PARA 3-26.

5. THE FOLLOWING SUBPARAGRAPHS OUTLINE NON-COMMISSIONED OFFICER EVALUATION FORM REQUIREMENTS AND ENHANCEMENTS AND APPLY TO DA FORM 2166-8:

A. WHEN COMPLETING PART IV, BLOCK D OF DA FORM 2166-8, NCO EVALUATION REPORT, RATERS WILL ASSESS HOW WELL THE RATED NCO FOSTERED A CLIMATE OF DIGNITY AND RESPECT AND ADHERED TO THE SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION (SHARP) PROGRAM. THIS ASSESSMENT SHOULD IDENTIFY, AS APPROPRIATE, ANY SIGNIFICANT ACTIONS OR CONTRIBUTIONS THAT THE RATED NCO MADE TOWARD PROMOTING THE PERSONAL AND PROFESSIONAL DEVELOPMENT OF HIS OR HER SUBORDINATES; ENSURING THE FAIR, RESPECTFUL TREATMENT OF ASSIGNED PERSONNEL; AND ESTABLISHING A WORKPLACE AND OVERALL COMMAND CLIMATE THAT FOSTERS DIGNITY AND RESPECT FOR ALL MEMBERS OF THE GROUP. THIS ASSESSMENT SHOULD ALSO IDENTIFY, AS APPROPRIATE, ANY FAILURES BY THE NCO TO FOSTER A CLIMATE OF DIGNITY, RESPECT AND ADHERENCE TO THE SHARP PROGRAM.

B. RATERS AND SENIOR RATERS WILL DOCUMENT ON EVALUATIONS ANY SUBSTANTIATED FINDING IN AN ARMY OR DEPARTMENT OF DEFENSE INVESTIGATION OR INQUIRY, THAT AN NCO: COMMITTED AN ACT OF SEXUAL HARASSMENT OR SEXUAL ASSAULT, ON OR OFF DUTY; OR FAILED TO RESPOND TO, OR REPORT A SEXUAL HARASSMENT OR ASSAULT OF WHICH HE OR SHE HAD KNOWLEDGE; OR, RETALIATED AGAINST A PERSON MAKING A COMPLAINT OR REPORT OF SEXUAL HARASSMENT OR SEXUAL ASSAULT.

C. THE RATER WILL MARK "NO" IN PART IV, BLOCK A.3 (RESPECT/EO/EEO) OF DA FORM 2166-8.

THE RATER WILL ALSO INCLUDE, IN A BULLET STATEMENT, WHY "NO" WAS MARKED IN PART IV, BLOCK A. (E.G., "DOES NOT SUPPORT THE SHARP PROGRAM DUE TO A SUBSTANTIATED FINDING THAT THE SOLDIER COMMITTED AN ACT OF SEXUAL HARASSMENT" OR "DOES NOT SUPPORT THE SHARP PROGRAM BECAUSE OF FAILURE TO REPORT AN INCIDENT").

D. THE SENIOR RATER WILL FURTHER COMMENT ON THE MATTER IN PART V, BLOCK E OF DA FORM 2166-8, AS APPROPRIATE.

6. THE FOLLOWING SUBPARAGRAPHS OUTLINE REQUIREMENTS AND ENHANCEMENTS THAT APPLY TO SERVICE SCHOOL ACADEMIC EVALUATION REPORTS (DA FORM 1059):

A. SOLDIERS ATTENDING SERVICE SCHOOLS OR MILITARY COURSES OF INSTRUCTION WILL HAVE ESTABLISHED GOALS AND WILL BE ASSESSED ON HOW THEY ARE MEETING THE COMMITMENT ON FOSTERING CLIMATES OF DIGNITY AND RESPECT AND ON ADHERING TO THE SHARP PROGRAM.

B. ACADEMIC RATERS WILL INCLUDE GOALS AND OBJECTIVES TO SUPPORT THE SHARP PROGRAM IN THE STUDENTS INITIAL COUNSELING IN ACCORDANCE WITH PROCEDURES ESTABLISHED AT THE LOCAL LEVEL BY THE COMMANDANT OF THE SCHOOL OR THE COMMANDING GENERAL (CG) OF TRADOC, OR AN APPROPRIATE MILITARY/CIVILIAN OFFICIAL AS APPLICABLE.

(1) WHEN COMPLETING BLOCK 14 OF DA FORM 1059, RATERS WILL ASSESS HOW WELL THE RATED STUDENT FOSTERED A CLIMATE OF DIGNITY AND RESPECT AND ADHERED TO THE SHARP PROGRAM. THIS ASSESSMENT SHOULD IDENTIFY, AS APPROPRIATE, ANY SIGNIFICANT ACTIONS OR CONTRIBUTIONS THAT THE RATED STUDENT MADE TOWARD PROMOTING THE PERSONAL AND PROFESSIONAL DEVELOPMENT OF HIS OR HER FELLOW CLASSMATES; ENSURING THE FAIR, RESPECTFUL TREATMENT OF HIS OR HER FELLOW STUDENTS, AND ESTABLISHING AN OVERALL ENVIRONMENT THAT FOSTERS DIGNITY AND RESPECT FOR ALL MEMBERS OF THE CLASS. THIS ASSESSMENT SHOULD ALSO IDENTIFY, AS APPROPRIATE, ANY FAILURES BY THE STUDENT TO FOSTER A CLIMATE OF DIGNITY, RESPECT AND ADHERENCE TO THE SHARP PROGRAM. ADDITIONALLY, IF THE RATED STUDENT COMMITTED A SUBSTANTIATED ACT OF SEXUAL HARASSMENT OR SEXUAL ASSAULT ON OR OFF DUTY, THE ASSESSMENT MUST NOTE THE INCIDENT.

(2) RATERS AND REVIEWERS WILL DOCUMENT ANY SUBSTANTIATED FINDING IN AN ARMY OR DEPARTMENT OF DEFENSE INVESTIGATION OR INQUIRY, THAT A STUDENT COMMITTED AN ACT OF SEXUAL HARASSMENT OR SEXUAL ASSAULT ON OR OFF DUTY; FAILED TO RESPOND TO OR REPORT A SEXUAL HARASSMENT OR ASSAULT OF WHICH HE OR SHE HAD KNOWLEDGE; OR, RETALIATED AGAINST A PERSON MAKING A COMPLAINT OR REPORT OF SEXUAL HARASSMENT OR SEXUAL ASSAULT.

(3) THE RATER WILL MARK IN THE FIRST BOX OF DA FORM 1059, BLOCK 9, THAT THE EVALUATION IS A REFERRED REPORT. THE RATER WILL ALSO INCLUDE IN BLOCK 14 WHY BLOCK 9 WAS MARKED A REFERRED REPORT (E.G., "DOES NOT SUPPORT THE SHARP PROGRAM DUE TO THE STUDENT FOSTERING AN UNHEALTHY CLASS ENVIRONMENT BY MAKING SEXUAL INNUENDOS").

(4) THE DA FORM 1059 WILL BE PROCESSED AS A REFERRED REPORT IN ACCORDANCE WITH AR 623-3 AND DA PAM 623-3.

7. THE FOLLOWING SUBPARAGRAPHS OUTLINE REQUIREMENTS AND ENHANCEMENTS THAT APPLY TO CIVILIAN INSTITUTION ACADEMIC EVALUATION REPORTS (DA FORM 1059-1):

A. SOLDIERS ATTENDING CIVILIAN EDUCATION, MEDICAL, OR INDUSTRIAL INSTITUTIONS WILL HAVE ESTABLISHED GOALS AND WILL BE ASSESSED ON HOW THEY ARE MEETING THE COMMITMENT ON FOSTERING CLIMATES OF DIGNITY AND RESPECT AND ON ADHERING TO THE SHARP PROGRAM.

B. ACADEMIC RATERS WILL INCLUDE GOALS AND OBJECTIVES TO SUPPORT THE SHARP PROGRAM IN THE STUDENTS INITIAL COUNSELING IN ACCORDANCE WITH PROCEDURES ESTABLISHED AT THE LOCAL LEVEL BY THE DEAN OF THE INSTITUTION, OR AN APPROPRIATE MILITARY/CIVILIAN OFFICIAL AS APPLICABLE.

C. WHEN COMPLETING BLOCK 11 OF DA FORM 1059-1, RATERS WILL ASSESS HOW WELL THE RATED STUDENT FOSTERED A CLIMATE OF DIGNITY AND RESPECT AND ADHERED TO THE SEXUAL HARASSMENT/ASSAULT RESPONSE AND PREVENTION (SHARP) PROGRAM. THIS ASSESSMENT SHOULD IDENTIFY, AS APPROPRIATE, ANY SIGNIFICANT ACTIONS OR CONTRIBUTIONS THAT THE RATED STUDENT MADE TOWARD PROMOTING THE PERSONAL AND PROFESSIONAL DEVELOPMENT OF HIS OR HER FELLOW CLASSMATES; ENSURING THE FAIR, RESPECTFUL TREATMENT OF HIS OR HER FELLOW STUDENTS, AND ESTABLISHING AN OVERALL CLASSROOM ENVIRONMENT THAT FOSTERS DIGNITY AND RESPECT FOR ALL MEMBERS OF THE CLASS. THIS ASSESSMENT SHOULD ALSO IDENTIFY, AS APPROPRIATE, ANY FAILURES BY THE STUDENT TO FOSTER A CLIMATE OF DIGNITY, RESPECT AND ADHERENCE TO THE SHARP PROGRAM. ADDITIONALLY, IF THE RATED STUDENT COMMITTED A SUBSTANTIATED ACT OF SEXUAL HARASSMENT OR SEXUAL ASSAULT ON OR OFF DUTY, THE ASSESSMENT MUST NOTE THE INCIDENT.

(1) RATERS AND REVIEWERS WILL DOCUMENT ANY SUBSTANTIATED FINDING IN AN ARMY OR DEPARTMENT OF DEFENSE INVESTIGATION OR INQUIRY, THAT A STUDENT COMMITTED AN ACT OF SEXUAL HARASSMENT OR SEXUAL ASSAULT ON OR OFF DUTY; FAILED TO RESPOND TO OR REPORT A SEXUAL HARASSMENT OR ASSAULT OF WHICH HE OR SHE HAD KNOWLEDGE; OR, RETALIATED AGAINST A PERSON MAKING A COMPLAINT OR REPORT OF SEXUAL HARASSMENT OR SEXUAL ASSAULT.

(2) THE RATER WILL MARK IN THE FIRST BOX OF DA FORM 1059-1, BLOCK 8, THAT THE EVALUATION IS A REFERRED REPORT. THE RATER WILL ALSO INCLUDE IN BLOCK 11 WHY BLOCK 8 WAS MARKED A REFERRED REPORT (E.G., "DOES NOT SUPPORT THE SHARP PROGRAM DUE TO OBSERVATIONS OF THE STUDENT FOSTERING IN AN UNHEALTHY CLASS ENVIRONMENT BY MAKING SEXUAL INNUENDOS").

(3) THE REVIEWER WILL FURTHER COMMENT ON THE MATTER IN PART III, BLOCK 13, OF DA FORM 1059-1, AS APPROPRIATE.

(4) THE DA FORM 1059-1 WILL BE PROCESSED AS A REFERRED REPORT IN ACCORDANCE WITH AR 623-3 AND DA PAM 623-3.

8. THE POINT OF CONTACT FOR THIS HEADQUARTERS IS EVALUATION POLICY, AHRC-PDV-E, AT EITHER DSN 983-9019/COMMERICAL (502) 613-9019 OR USARMY.KNOX.HRC.MBX.TAGD-EVAL-POLICY@MAIL.MIL.