

APPENDIX E:
SAPR IPT CHARTER



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PERSONNEL AND
READINESSOFFICE OF THE UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, DC 20301-4000

Charter
DEPARTMENT OF DEFENSE
Sexual Assault Prevention and Response
Integrated Product Team

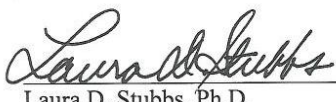
- A. **Official Designation:** This Team shall be known as the Department of Defense (DoD) Sexual Assault Prevention and Response Integrated Product Team (hereinafter referred to as SAPR IPT or IPT).
- B. **Objectives and Scope of Activities:** The SAPR IPT, in accordance with DoD Instruction 6495.02¹, Sexual Assault Prevention and Response Program Procedures, shall advise the Secretary of Defense, through the Under Secretary of Defense (Personnel and Readiness) (USD (P&R)) on policies programs, and practices across the full range of sexual assault prevention and response involving members of the Armed Forces. In addition, the SAPR IPT serves as the implementation and oversight arm of the DoD “Sexual Assault Prevention and Response” (SAPR) Program.
- The SAPR IPT shall discuss and analyze SAPR issues generated by targeted topics in Working Integrated Product Teams (WIPTs).
 - WIPT topics can be generated from a variety of sources including the Director for Requirements and Strategic Integration (RSI), SAPR IPT, and the Sexual Assault and Prevention and Response Office (SAPRO) in response to SAPR Program needs, congressional reports, or other Department reports, formal recommendations or requests. SAPRO will present all WIPT topic ideas to the Director (RSI) for approval. If more than one WIPT is recommended, SAPRO will present a prioritized listing for approval by the Director (RSI).
 - All WIPTs shall be governed by the WIPT Charter, approved by the Director (RSI). Each individual WIPT will focus on one select issue, be governed by a Work Plan with enumerated goals, and be subject to a definitive timeline for the accomplishment of the stated goals. Each Work Plan shall be reviewed and approved by the Director (RSI).
 - Each WIPT shall have a chair and, as needed, a co-chair. The Director (SAPRO) shall propose the chairs and co-chairs and the Director (RSI) shall approve them. The approved chairs or co-chairs will be noted in the Work Plan for the topic-specific WIPT.
 - The SAPR IPT shall provide decisions needed to finalize the product of each WIPT. The SAPR IPT will also assure that there is an implementation discussion at the dissolution of each WIPT.
 - In the event that the SAPR IPT cannot resolve issue(s) identified by the WIPT or the issue(s) presented require higher-level decision making, the SAPR IPT shall elevate the issue(s) to the USD (P&R), who shall provide decision(s) for the WIPT issue(s).

¹ As will appear upon Reissuance, expected April 2011.



- C. SAPR IPT Membership: The SAPR IPT membership shall be comprised of full-time or permanent part-time federal employees. The membership will include the following: The Director (RSI), who shall serve as Chair; the Principal Deputy (RSI), who shall serve as the Executive Secretary; Deputy Assistant Secretaries for Manpower and Reserve Affairs of the Departments of the Army and the Air Force, a senior representative of the Department of the Navy SAPRO, a flag or general officer from each of the Service staffs that has responsibility for the SAPR Program, a senior representative from Office of the Secretary of Defense Reserve Affairs, and a general officer from the National Guard Bureau. A senior representative from the Coast Guard will be an invited guest. The membership will also include: J-1 Manpower and Personnel, a senior representative from the office of the Principal Deputy General Counsel of the Department of Defense, a senior representative from the office of the Deputy DoD Inspector General, a senior representative from the office of the Assistant Secretary of Defense for Health Affairs and other DoD components representatives who will only be invited for specific SAPR IPT meetings when their expertise is needed to inform and resolve issues addressed by the SAPR IPT at the specific meeting.
- D. SAPR IPT Meetings: The SAPR IPT shall meet bi-monthly. The Chair of the SAPR IPT has the authority to schedule "Ad Hoc Meetings" as necessary.
- E. Duration of the SAPR IPT: The need for this SAPR IPT is on a continuing basis.
- F. Agency Support: DoD, through the USD(P&R), shall provide support as deemed necessary for the performance of the SAPR IPT's functions. The Secretaries of the Military Departments shall provide representatives to be part of the SAPR IPT and provide chairs or co-chairs for the WIPTs, as requested.
- G. Operating Costs: It is estimated that the SAPR IPT's operating cost, to include travel and contract support, is \$2,000. The estimated personnel cost to DoD is .5 full-time equivalents.
- H. SAPR IPT Termination Date: None
- I. Charter Filed: September ____, 2010

Approved:



Laura D. Stubbs, Ph.D.
Director, Requirements and
Strategic Integration (RSI)

Date: 27 Sep 2010