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9 November 2020

Dear [REDACTED],

Thank you for your letter of 14 April in which you requested the following information:

1. *All documents (written policy, guidance and briefing notes) that are given to new recruits and/or trainees of the British Army during their induction which sets out their rights to contact the police (service or civilian), if they believe they are the victim of a criminal offence; and*
0. *Any significant guidance that trained soldiers are given concerning their rights to contact the police (service or civilian), if they believe they are the victim of a criminal offence.*

I am treating your correspondence as a request for information under the Freedom of Information Act (FOIA) 2000. I can confirm that a search for the information has now been completed within the Ministry of Defence, and we hold information which relates to your request, some of which I provide below. For the purposes of answering your questions, we have interpreted your request to include information to which new recruits and trained soldiers have access.

Under Section 21 of the FOIA (information accessible to the applicant by other means) I have provided a link to Joint Service Publication (JSP) 839 "Victims' Services", which is accessible to all Service Personnel via the internet. The following may be of particular interest to you: Annex B of the JSP which was also released as a Defence Instruction Note (DIN) 2014DIN01-209 titled "*Guidance to all personnel when dealing with allegations of criminal offences, including sexual offences*" and the leaflet titled '*Information for Victims of Crime*' which can be found at Annex C:

<https://www.gov.uk/government/publications/services-to-be-provided-by-the-armed-forces-to-victims-of-crime-jsp-839>.

Attached to this response are the relevant extracts of 2020DIN01-065 and a leaflet titled 'Are you a victim of a sexual offence or other serious crime?' which provides details of how to contact both the Service and Civil Police. Some of this information has been redacted as it is exempt from release under section 40 (Personal Data) of the FOIA. S40(2) has been applied to protect personal information as governed by the Data Protection Act. Section 40 is an absolute exemption and there is therefore no requirement to consider the public interest in deciding to withhold the information.

Under S16 (Advice & Assistance) of the FOIA, please note that Army Welfare Service (AWS) contact details in the leaflet attached titled 'Are you a victim of a sexual offence or other serious crime?' may be out of date. The current AWS contact details can be found on the Army website

at the following link: <https://www.army.mod.uk/people/support-well/the-army-welfare-service-aws/>. Please also be aware that the leaflet is in the process of being updated.

If you have any queries regarding the content of this letter, please contact this office in the first instance. Following this, if you wish to complain about the handling of your request, or the content of this response, you can request an independent internal review by contacting the Information Rights Compliance team, Ground Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail CIO-FOI-IR@mod.uk). Please note that any request for an internal review should be made within 40 working days of the date of this response.

If you remain dissatisfied following an internal review, you may raise your complaint directly to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not normally investigate your case until the MOD internal review process has been completed. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website at <https://ico.org.uk/>.

Yours sincerely,



Army Secretariat

Defence Instructions and Notices (Not to be communicated beyond Crown Servants, and Government Contractors, without Authority)	
Title:	Guidance to all personnel when dealing with allegations of criminal offences, including sexual offences.
Audience:	MI personnel
Applies:	Immediately
Expires:	when Replaced
Replaces:	NA
Reference:	202001N01-085
Released:	June 2020
Channel:	01 - Personnel
Content:	Personnel rights and responsibilities under the Ministry of Defences commitment to the Armed Forces Code of Practice for Victims of Crime
Sponsor:	People-Sec DCCL Discipline and Conduct

Contact: REDACTED

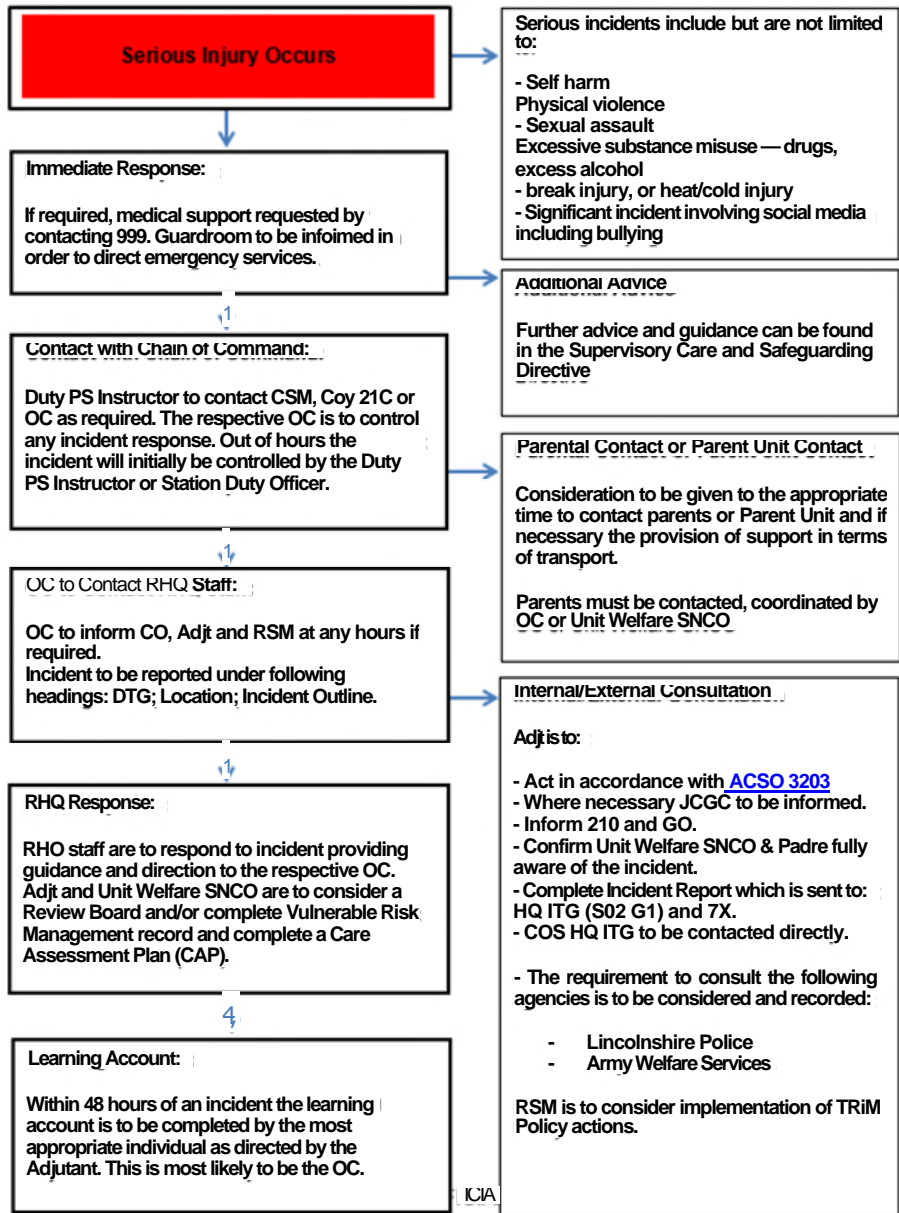
Keywords:	Guidance, Victims of Crime, Criminal Offences, Sexual Offences
Local Keywords:	N/A
Annexes:	WA
Related Info:	201401N01-209 JSP 839 - Victims' Services
Classification:	OFFICIAL

Introduction

1. This DIN provides additional guidance to all personnel regarding the options for reporting serious crimes, including sexual offences. This DIN does not replace 2014DIN01-209 and should be read in conjunction with it.
2. All Service personnel are reminded that they have the right to report serious crimes alleged to have been committed in the UK including rape and sexual assaults, to the Civilian Police as well as the Service Police. Commanding Officers are required to ensure this notice is widely disseminated, particularly among Service Police, medical and welfare staff.

SERIOUS INCIDENT REPORTING PROCEDURE

Note The flowchart below is **to be followed on identification of a serious incident.**



The Survivors Trust: Support to survivors of rape and sexual assault I 08088 01 08 18 I www.thesis.se:so:ATwits:9

Stonewall I Freephone Info Line 08000 50 20 20
www.stonesal.org.uk

Survivors UK: Male victims of rape & sexual abuse
Helpline 0203 5983898 I www.sunavorsuk.org

Mankind I Advice for male victims of sexual abuse
01273 9116801 www.mankirdcourse.org.uk

Sexual, Domestic Abuse and Cultural Issues

Forced Marriage Unit at GOV.UK I Includes information on Forced Marriages and contact details for people wanting to report a Forced Marriage, and for anyone trying to leave one
020 7008 0151 or 1500 Overseas: +44 (0)20 7008 0151
www.gov.uk/forced-marriage I email: fmu@fco.gov.uk

Karma Nirvana - Honour Network Helpline: Support to victims of 'honour' crimes and Forced Marriages
0800 5999 247 I www.kartanirvana.org.uk

Black Association of Women Step Out (BAWSO)
Government accredited support provider to Black and Ethnic Minority women in Wales
0800 731 8147 I www.tavesaci.uk

Army & Defence Sources of Assistance and Welfare Support

Royal Military Police I Contact details vary according to location - please see your Unit for details

Army Welfare Service I Confidential Information and direction 8.30am 16 30pm UK local time work days Tel. 94222 7586 or +44 (0)1252 787586
email: AWS-HQ-MAILBOX@mod.uk

Service Chaplains I See your Unit for details

SSAFA 10800 731 48801 www.ssafa.org.uk

Doctor's Surgery at local Service Medical Centre
Contact your local Service Medical Centre

Domestic Abuse

Women's Aid I National charity working to end domestic violence against women and children
0808 2000 247 (24 hours a day) I www.womensaid.org.uk

The Hideout I For children and young people dealing with domestic violence I www.thehideout.org.uk

Men's Advice Line I Advice for male victims of domestic abuse I 0808 801 0327 I www.mensadvice.org.uk

Broken Rainbow I Advice for gay, lesbian, bisexual, transgendered victims of domestic abuse
0300 999 5428 I www.brokenrainbow.org.uk

Respect I The UK membership organisation for work with domestic violence perpetrators, male victims, of domestic violence and young people using violence
0808 802 4040 - Respect helpline
0808 801 0327 - Men's Advice Line I VPBW rc s pcc.uk.net

National Centre for Domestic Violence I A national, free legal resource for those dealing with domestic violence, including emergency civil injunctions
0800 970 2070 I www.ncdv.org.uk

NSPCC I Free 24 hr help one for anyone concerned about a child at risk I 0808 800 5000 - Report concerns about a child
www.nspcc.org.uk

Childline I A: organisation providing help and advice directly to children who are dealing with any kind of abuse or cruelty 0800 11 11 - Helpline for children and young people
www.childline.org.uk

Reporting a Crime & Support Non Service

Civilian Police I 999 (Emergency) or 101 (Non emergency)

Crimestoppers I To report crime in absolute confidence
0800 555 111 I www.crimestoppers.org.uk

Victim Support General

Victim Support Supportline I Independent national charity supporting victims of crime in England and Wales
0808 1689111 a9.9, srlinvpost-ass-us

ARE YOU A VICTIM
OF A SEXUAL OFFENCE
OR OTHER
SERIOUS CRIME?



Being the victim of a serious crime can be devastating. The Army understands this and is on your side. This leaflet offers advice and guidance on how we will help you if you find yourself in this situation.


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What you need to do

Decide whether to report the incident or not. The decision whether to report an incident may not be an easy one to take and we understand that you may prefer not to. A list of places from which you can find help from non-Service sources is overleaf.

Who to report the incident to. If you decide that you do want to report the incident, you can contact the Service Police, the Civil Police or your chain of command, including your Commanding Officer. Your Commanding Officer will ensure that any offences are appropriately investigated and for this they may have to involve the Military Police so they conduct a thorough investigation. If the incident is or could be considered sexual assault the Commanding Officer has to tell the Service Police.

Consider whether you want to go to a Sexual Assault Referral Centre (SARC). SARCs are non-Service facilities which offer specialist medical and forensic services for anyone who has been raped or sexually assaulted. They also provide independent advice and support regardless of how long ago the assault took place and whether you choose to involve the Service or Civil Police.

Most SARCs provide:

- support, information and advice following sexual assault;
- medical care;
- forensic examination and evidence gathering;
- contraception and sexual health services (or referral to such);
- interview facilities;
- some also provide long term specialised counselling and advocacy services (or referral to such).

Outside the UK. If you are serving outside the UK there are still sources of help but it is different to the UK. Please refer to the DIN (2014DIN01-209), or speak to your Unit Welfare Officer or someone in your chain of command.

What we can do - straight away

Appoint a Victim Support Officer (VSO). If you report a sexual, or certain other serious offence to your Commanding Officer, you will be offered the services of a VSO. This is someone who will be appointed to provide you with day to day support.

They will:

- Keep in regular contact with you.
- Provide you with moral support.
- Ensure that other unit members are not intimidating or excluding you within the Service environment.
- Ensure that you have information about the support and help available to you

Appoint a Victim Liaison Officer (VLO). If someone suspected of committing a crime against you is arrested, held in custody or charged, the Commanding Officer should appoint a VLO. They will keep you informed of developments in the case and to act as a link between you and the investigative authorities.

Consider giving you additional leave. You may feel that you need time away from work and can therefore request additional leave. This may not be possible in all circumstances; however, your Commanding Officer will give such requests proper consideration.

Consider your working environment. If you have been assaulted by someone in your unit, or by someone with whom you come into regular contact, together we can consider whether procedures should be put in place to try to avoid you coming into contact with that person. This might mean that your working patterns or locations changed.

In the longer term

Request a 'marker' for future postings. Whether you change career, or not, you might decide that you want to request a 'marker' to be applied to your personnel record to avoid being posted to locations, or units, where you would have to live, and/or work, with the alleged perpetrator(s) associated with the incident. Such 'markers' are already in use for a range of other reasons, so having one associated with your personnel record will not mean that you are identified as having been a victim of an assault.

Requests for career change. You may feel you wish to change career path because of your experience or because of the behaviour of other unit members. If so, you should speak to your Commanding Officer who will decide how best to proceed.

Compassionate Discharge. If you think that, because of your experience, you are unable to continue with your career in the Armed Forces, you can apply for a compassionate discharge in accordance with the normal procedures. Such a compassionate discharge is not a right, but will be fully considered.

Sexually Related Crime

Sexual Assault Referral Centres (SARCs)

Individual SARC telephone numbers and addresses can be found at the following links:

www.nhs.uk/Service-Search/Rape-and-sexual-assault-referral-centres
www.thesurvivorstrust.org

Rape Crisis | 0808 802 9999 | www.rapecrisis.org.uk

Rape Crisis Scotland

08088 01 03 02 | www.rapecrisisscotland.org.uk

If you have any other concerns which are not covered in this guidance, please contact your unit Welfare Officer, or the confidential Speak Out Helpline (0306 770 4656) in the first instance