

Appendix 2 to Annex B - to FRAG O 001 to CDS OPORD - Operation HONOUR
 dated December 2016

OPERATION HONOUR - MONTHLY HISB OCCURRENCE REPORT

Privacy Statement: The purpose of this form is to track complaints reported. Any information that could reveal the identity of the victim or the alleged offender shall be PROTECTED IAW The Privacy Act, refer to Annex B, OP HONOUR FragO. This includes a collection of details in the Reporting Matrix which, if used together, could personally identify, unintentionally or otherwise, any individual involved in the HISB occurrence being reported.

Key Dates			Particulars of Victim					Particulars Alleged Perpetrator/Respondent					Particulars of HISB Occurrence					Action Taken by Chain of Command														
ID	Date of Incident	Date Reported	Date Resolved/Closed	Rank	Sex	Unit	Element	Environment	Home Unit CoC Notified date	Rank	Sex	Unit	Element	Environment	Home Unit CoC Notified Date	Relationship Complainant to Respondent	Reported By	Location / Circumstances	Type of Complaint	If "Inappropriate Sexual Behaviour" was selected specify which type	If "Sexual Assault" was selected specify which type	Unit Investigation, Status	SIR Y/N Ref #	Referred to MP, Y/N (If Yes, Date)	Referred to NIS, Y/N (If Yes, Date)	Referred to Civilian Police (if yes, Date)	Referred to Harassment Investigator, Y/N (If Yes, Date)	Victim Support	If closed "unfounded" State Why	Administrative Actions Taken Y/N (If Yes, What; if No, why not)	Disciplinary Actions Taken Y/N (If Yes, What; if No, why not)	
<p>SAMPLE - USE ELECTRONIC FORM</p>																																