



UNITED STATES MARINE CORPS

HEADQUARTERS AND SUPPORT BATTALION
SCHOOL OF INFANTRY-EAST
TRAINING COMMAND
PSC BOX 20161
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IN REPLY REFER TO:
5900
1HSB
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POLICY LETTER 4-14

From: Commanding Officer
To: Distribution List

Subj: HEADQUARTERS AND SUPPORT BATTALION VIOLENCE PREVENTION POLICY STATEMENT

Ref: (a) MCO 5580.3

1. Purpose. To establish the method by which Headquarters and Support Battalion will execute the requirements contained within the reference.

2. Background. Our personnel are our most valuable resource and their protection is of paramount importance. Per the reference, this program is designed to protect our Marines, Sailors, civilians, families, and visitors from any act of physical violence, physical or verbal threats, intimidation, harassment, or other inappropriate, disruptive behavior that causes fear for personal safety at or outside of the work site.

3. Policy. Successful violence prevention requires a multi-disciplinary approach. The Violence Prevention Program will be executed at the Battalion level within the Force Preservation Council process. In addition, this program is intended to work in collaboration with existing prevention and response programs such as sexual assault, substance abuse, and family advocacy, but not amend or replace them.

a. This program is anchored in awareness. First recognize; then report. Do not ignore warning signs/indicators of potential violence or harassing, intimidating, violent, threatening, or other disruptive behavior. If you see warning signs/indicators, report them via the chain of command. If an individual makes threats of physical harm toward you, others or themselves; has a weapon; or behaves in a manner that causes you to fear for your own or another's safety, immediately notify leadership in your chain of command, the Battalion Chaplain, or the H&S Bn Safety Officer.

b. Early recognition of warning signs/indicators of potential violence is the key to preventing escalation to acts of violence. Every Marine, Sailor, and civilian has the absolute right to work and live in a safe environment and all members of this battalion are required to prevent unnecessary violence.

R. L. SALCIDO

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