

<p style="text-align: center;">POLICY Residential Re-Entry center</p>	<p style="text-align: center;">The Salvation Army Policy Number 2-1-14</p>	<p style="text-align: center;">PAGES: 1 of 1</p>
<p>CHAPTER: Administration</p>	<p>SUBJECT: Prison Rape Elimination Act (PREA)</p>	
<p>FACILITY: West Palm Beach</p>	<p>RELATED STANDARDS: PREA 115.211, 115.212, 115,271, 115.272, 115.273, 115.286, 115287, 115.288 & 115.289</p>	

I. AUTHORITY:

The Salvation Army is a legal not-for-profit charitable organization. Authority to manage the business is delegated from Territorial Headquarters to the Divisional Headquarters, then to designated officers of the corps. Individual facilities are also responsible to the requirements specified in the contract(s) that fund the program.

II. PURPOSE:

To outline the steps to use to prevent, detect, respond and report allegations of sexual abuse, harassment and retaliation by the abuser toward those who came forward to disclose the abuse or harassment.

III. REVIEW AND APPROVAL:

The Salvation Army Policy and Procedures statements will be reviewed at least annually and revised as often as required.

IV. POLICY:

Zero tolerance of sexual abuse and sexual harassment.

The Salvation Army has zero tolerance for all forms of sexual abuse and sexual harassment in the facilities it operates. Every effort will be made to prevent, detect, and respond to sexual abuse and sexual harassment. The policy includes definitions of prohibited behaviors regarding sexual abuse and sexual harassment, sanctions for those found to have participated in prohibited behaviors, and strategies and responses to reduce and prevent sexual abuse and sexual harassment of residents. All allegations of sexual abuse or harassment will be reported and investigated.

PREA Coordinator

The Divisional Director of Corrections, Florida Division will be the agency-wide PREA Coordinator. The PREA Coordinator will work with staff members from the Divisional Headquarters office as well as the local programs to ensure compliance with PREA standards. The PREA Coordinator will oversee the agency's efforts to prevent, detect, respond and report allegations of sexual abuse, harassment and retaliation by the abuser toward those who came forward to disclose the abuse or harassment.

Contracting with other entities for the confinement of residents

The Salvation Army does not contract for the confinement of residents.

Criminal and Administrative Agency Investigations

All allegations of sexual abuse and harassment shall be report to local law enforcement and the Bureau of Prisons for investigation. Staff shall cooperate with local law enforcement and the Bureau of Prisons during the investigation. The Program Director shall endeavor to remain informed during the investigative process.

All written reports pertaining to the investigation of alleged sexual abuse or sexual harassment shall be maintained for as long as the alleged abuser is a resident or employed by The Salvation Army, plus five years.

Evidentiary Standards for Administrative Investigations

The program director shall report all allegations of abuse to local law enforcement and the Bureau of Prisons.

Reporting to Residents

Residents who make allegations that he or she suffered sexual abuse are kept informed, verbally or in writing, as to whether the allegation has been determined to be substantiated, unsubstantiated, or unfounded.

The Program Director shall request relevant information from the investigative entity in order to inform the resident of the outcome of the investigation.

Following a resident's allegation that a staff member has committed sexual abuse against the resident, the Program Director shall inform the resident whenever:

- The staff member is no longer employed by The Salvation Army

- The Salvation Army learns that the staff member has been indicted on a charge related to sexual abuse

- The Salvation Army learns that the staff member has been convicted on a charge related to sexual abuse

Following a resident's allegation that he or she has been sexually abused by another resident, the Program Director shall inform the alleged victim whenever:

- The Salvation Army learns that the resident has been indicted on a charge related to sexual abuse

- The Salvation Army learns that the resident has been convicted on a charge related to sexual abuse

All notifications to residents described under this policy shall be documented.

Sexual Abuse Incident Reviews

A sexual abuse incident review is conducted within 30 days of the conclusion of every criminal or administrative sexual abuse investigation, unless the allegation has been determined to be unfounded.

The sexual abuse incident review team includes the Program Director and other local key staff. Other supervisors, investigators, and medical or mental health practitioners shall be asked to provide input.

A report of the findings from sexual abuse incident reviews and any recommendations for improvement shall be submitted to the commanding officer and PREA Coordinator. The report shall indicate; motive, including LGBTI identification or perception or other group dynamics, facility layout (hidden locations with poor visibility), insufficient staffing and/or video monitoring and a lack of staff training and resident education.

These recommendations for improvement shall be implemented or reasons given for not doing so shall be provided and documented.

Data Collection

Accurate, uniform data for every allegation of sexual abuse shall be collected using a standardized instrument and set of definitions. The instrument shall include the data necessary to answer all questions from the most recent version of the Survey of Sexual

Violence conducted by the Department of Justice.

Data shall be collected, reviewed and maintained as needed from all available incident-based documents, including reports, investigation files, and sexual abuse incident reviews.

Data from all incidents of sexual abuse or harassment shall be aggregated annually.

Data Review for Corrective Action

In an effort to assess and improve the effectiveness of the sexual abuse prevention, detection, response policies and training, the report shall include: identifying problem areas, taking corrective action on an ongoing basis and preparing an annual report of its findings from its data review and any corrective actions. The annual report shall include a comparison of the current year's data and corrective actions with those from prior

years. The annual report shall be made available to the public at least annually by posting it on the website. Annual reports shall be approved by the commanding officer. Any information that would present a clear and specific threat to the safety of the residents and personal identifiers shall be redacted.

Data Storage, Publication, and Destruction

All PREA data, Incident-based and aggregate, are securely stored on the local server as well as backed up on a remote server.

Sexual abuse data collected shall be maintained for 10 years after the date of initial collection, unless federal, state, or local law requires otherwise.