



**UNITED STATES MARINE CORPS**  
HEADQUARTERS BATTALION  
TRAINING AND EDUCATION COMMAND  
2006 HAWKINS AVENUE  
QUANTICO VIRGINIA 22134

IN REPLY REFER TO  
3502  
S3  
27 Sep 22

From: Operations Officer, Headquarters Battalion  
To: Company Commanders

Subj: FISCAL YEAR 2023 SEXUAL ASSAULT PREVENTION AND RESPONSE TRAINING  
SCHEDULE

Ref: (a) MCO 1752.5C Sexual Assault Prevention and Response (SAPR) Program  
(b) MCO 1500.63 w/Ch1 Marine Corps Mandatory Individual Training and  
Education Requirements  
(c) MARADMIN 241/21 Change one to Marine Corps Order 1500.63,  
Mandatory Individual Training and Education Requirements

1. Sexual Assault Prevention and Response (SAPR) annual training consists of four classes specific to rank. SAPR training may only be conducted by Sexual Assault Response Coordinators (SARC) or SAPR Victim Advocates (VA). Trainers must be credentialed and appointed in writing by the commander. The Fiscal Year 2023 Battalion SAPR schedule is below:

2. Officer SAPR. The Officer SAPR training is for all Officers. This training will last at least 60 minutes and has a maximum class capacity of 30 Marines.

OFFICER SAPR		
DATE	TIME	LOCATION
20 OCT 22	0800-0900	BN Classroom
15 DEC 22	0800-0900	BN Classroom
16 FEB 23	0800-0900	BN Classroom
20 APR 23	0800-0900	BN Classroom
15 JUN 23	0800-0900	BN Classroom
17 AUG 23	0800-0900	BN Classroom

3. SNCO SAPR (S6). The Staff Non-Commissioned Officer SAPR training is for all SNCOs. This training will last at least 60 minutes and has a maximum class capacity of 30 Marines.

SNCO SAPR (SNCOs)		
DATE	TIME	LOCATION
20 OCT 22	0930-1030	BN Classroom
15 DEC 22	0930-1030	BN Classroom
16 FEB 23	0930-1030	BN Classroom
20 APR 23	0930-1030	BN Classroom
15 JUN 23	0930-1030	BN Classroom
17 AUG 23	0930-1030	BN Classroom

4. Take A Stand (SB). The Take a Stand curriculum is for Corporals and Sergeants. This training will last at least 90 minutes and has a maximum class capacity of 30 Marines.

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Take a Stand (NCO's)		
DATE	TIME	LOCATION
20 OCT 22	1100-1230	BN Classroom
15 DEC 22	1100-1230	BN Classroom
16 FEB 23	1100-1230	BN Classroom
20 APR 23	1100-1230	BN Classroom
15 JUN 23	1100-1230	BN Classroom
17 AUG 23	1100-1230	BN Classroom

5. Step-Up (SE). The Step-Up curriculum is for Lance Corporals and below. This training will last at least 90 minutes and has a maximum class capacity of 30 Marines.

Step Up (LCpls & below)		
DATE	TIME	LOCATION
20 OCT 22	1300-1430	BN Classroom
15 DEC 22	1300-1430	BN Classroom
16 FEB 23	1300-1430	BN Classroom
20 APR 23	1300-1430	BN Classroom
15 JUN 23	1300-1430	BN Classroom
17 AUG 23	1300-1430	BN Classroom

6. The Commander's SAPR Council Meeting will be held quarterly. Each council meeting will last approximately 90 to 120 minutes. The council will include key stakeholders, guest speakers, training, updates, and best practices.

Commander's SAPR Council Meeting		
DATE	TIME	LOCATION
17 NOV 22	0800-1200	BN Classroom
16 MAR 23	0800-1200	BN Classroom
22 JUN 23	0800-1200	BN Classroom
21 SEP 23	0800-1200	BN Classroom

7. SAPR Pre-Deployment training will be conducted as needed. SAPR Post-Deployment training is to be scheduled and managed by the receiving command upon return from deployment.

8. The point of contact for this matter is the Headquarters Battalion Sexual Assault Response Coordinator (SARC), Mrs. Jaimie Perdue at (703) 432-5326 or jaimie.m.perdue@usmc.mil.



I. M. GREGORY