



DEPARTMENT OF THE NAVY
OFFICE OF THE COMMANDANT OF MIDSHIPMEN
UNITED STATES NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS MARYLAND 21402-5107

COMDTMIDNINST 5354.2
CMEO
25 Apr 14

COMMANDANT OF MIDSHIPMEN INSTRUCTION 5354.2

From: Commandant of Midshipmen

Subj: DIGNITY AND RESPECT REMEDIATION PROGRAM

Ref: (a) COMDTMIDNINST 5354.1C
(b) COMDTMIDNINST 1610.2F

Encl: (1) Failure of Dignity and Respect Remediation Report Template
(2) Dignity and Respect Remediation Extension Request Template
(3) Remediator Assignment Letter Template
(4) Dignity and Respect Remediation Change of Remediator Request Template
(5) Dignity and Respect Remediation Conduct Probation Letter Sanctions Change Request Template
(6) Dignity and Respect Remediation Character Development Plan Template
(7) Completion of Dignity and Respect Remediation Report Template

1. Purpose. To define a Dignity and Respect Remediation process that provides mentorship by the Brigade Command Managed Equal Opportunity (CMEO) Officer, with the assistance of the Sexual Assault Prevention and Response (SAPR) Deputy Program Manager, through a Senior Officer or CMEO trained service member to Midshipmen whose conduct offense is of a sexual nature, is sexual harassing in nature, demonstrates elements of gender bias, or any other adverse behavior as defined by Department of Defense, Department of the Navy, or United States Naval Academy (USNA) equal opportunity policies and is subsequently retained in the Brigade of Midshipmen in a Conduct Probation status.

2. Background. Dignity and Respect Remediation is a developmental program used during Conduct Probation that focuses on the moral development of Midshipmen who have committed a conduct offense on the Continuum of Harm or violated Navy and USNA equal opportunity policies per reference (a), but are retained in the Brigade of Midshipmen. The Commandant of Midshipmen will assign Midshipmen to the Dignity and Respect Remediation Program, in accordance with the conduct remediation process as per reference (b).

3. Information

a. The length of remediation is normally set at four months and/or 16 face-to-face meetings.

(1) Dignity and Respect Remediation may be successfully completed early if the Midshipman has made significant positive progress during the remediation period. If the remediator has determined the Midshipman has met all assigned goals and there would be no added benefit to continuing, the remediator may

recommend the remediation period be shortened. The justification for early completion of the program must be clearly stated in the remediator's report.

(2) Dignity and Respect Remediation may be terminated early if the remediator determines the Midshipman has failed to meet any requirements of the remediation, violated assigned sanctions, or committed further conduct and/or honor offenses during the remediation period. The remediator will prepare the Failure of Dignity and Respect Remediation Report using enclosure (1) and clearly state the reason(s) for recommending termination of the program. Dignity and Respect Remediation may not be terminated without conducting at least four meetings (in addition to the initial meeting). The Dignity and Respect Remediation process will continue until a final termination decision is made by the Commandant and/or the Midshipman has been officially separated from the Naval Academy.

b. Remediation shall pause when the remediator and Midshipman are not co-located, including all holiday and summer breaks, and summer training blocks when the Midshipman is off the Yard. Such pauses in the weekly remediation process or an inability to make satisfactory progress within the allotted remediation period may require an extension of the remediation period using enclosure (2). However, normal occurrences in the day-to-day life of Midshipmen (such as movement orders, sick days, etc.) will not normally require an extension of the remediation period. Phone, text, e-mail, and video communications are acceptable alternatives and may be used during these periods. The Director, Character Development and Training (CD&T) is the approving authority for all extensions.

c. Remediators are assigned by the Director, CD&T, using enclosure (3), with the recommendation of the CMEO Officer. The CMEO, SAPR Deputy Program Manager, all USNA Senior Officers in the rank of O-4 through O-6, and all service members trained as a CMEO are eligible to participate in the Dignity and Respect Remediation program. Remediators shall undergo remediation training, which is scheduled through the Director, CD&T.

d. A Midshipman may be reassigned to a different remediator if the assigned remediator determines he/she has a conflict of interest or for some other reason can no longer effectively mentor the Midshipman. The remediator shall submit a Dignity and Respect Remediation Change of Remediator Request using enclosure (4) to the Director, CD&T via the CMEO Officer as soon as possible in order to reduce any delay in the Midshipman's remediation. If approved, a new remediator will be assigned to the Midshipman by the Director, CD&T.

e. Remediation sanctions assigned to the Midshipman during adjudication through a conduct probation letter may be adjusted based on a request from the remediator to the Commandant of Midshipmen using enclosure (5). These adjustments to the sanctions should be used to focus the attention of the Midshipman or reward significant progress. Potential sanctions are listed in reference (b).

f. If the remediator recommends successful completion of the remediation program, the Commandant may approve completion or may convene a Remediation Review Board to determine if the Midshipman has been successfully remediated. The Deputy Commandant will chair the board with the remaining members being the Director, CD&T, two Battalion Officers, and the CMEO Officer. A SAPR representative will be present as a non-voting member if sexual assault was involved.

g. If the remediator recommends remediation failure, the Commandant may convene a hearing to further evaluate the Midshipman. The Commandant may also retain the Midshipman with the option of assigning a different remediator or forward the Midshipman to the Superintendent for unsatisfactory conduct.

4. CMEO Actions

a. The CMEO Officer will administer the Dignity and Respect Remediation Program and assign remediators with the approval of the Director, CD&T. CMEO will provide a list of qualified remediators to the Deputy Commandant. Remediators will be formally assigned to a Midshipman using a Remediation Assignment Letter, enclosure (3). This letter will explain the duties and responsibilities of the remediator. The CMEO Officer will also act as the liaison between the remediator and the Director, CD&T regarding remediation issues, completions, and failures.

b. The CMEO Officer, with the assistance of the SAPR staff, shall provide training to all remediators at least once per semester and conduct periodic Remediation Workshops to assist remediators with mentoring options and share lessons learned among other remediators.

5. Remediator Actions

a. The remediator will hold an initial meeting with the Midshipman, the Company Officer, and the Company Senior Enlisted Advisor. Based upon the remediator's assessment of the situation, he/she will determine if it would be best to have a joint meeting or two separate meetings. Remediators will discuss attendance requirements and expectations during the initial meeting with the Midshipman and his/her Chain-of-Command. Based upon the results of the initial meeting(s), the remediator will determine an individual strategy for the Midshipman's remediation using enclosure (6) and involve the Company Officer/Senior Enlisted Advisor, as appropriate.

b. Remediators will meet with their assigned Midshipman at least weekly to discuss and evaluate the Midshipman's progress and development and to review the Midshipman's Dignity and Respect Remediation journal to track the progress of attaining the remediation goals as well as notes and reflections by the Midshipmen.

c. The remediator may impose additional tasks and training to enhance the remediation process as he/she sees fit. Examples of additional work include: training for classmates, selected readings, and community service assignments.

d. Upon completion of Dignity and Respect Remediation, the remediator will forward a Completion of Dignity and Respect Remediation Report, enclosure (7), to the Commandant of Midshipmen, via the CMEO Officer, the Director of CD&T, Deputy Commandant and SAPR if the incident involved sexual assault. The remediator's report will include a recommendation on the Midshipman's suitability for retention or separation from the Naval Academy.

6. Remediated Midshipmen Actions

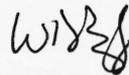
a. The Midshipman will complete any specific sanctions and tasks assigned at the adjudication of the conduct offense (e.g., restriction, etc.).

APR 25 2014

b. The Midshipman will develop a Dignity and Respect Development Plan, enclosure (6), and obtain the approval of the remediator. The Dignity and Respect Development Plan shall establish personal and professional goals for the period of remediation. These goals should be specific and measurable.

c. The Midshipman will maintain a journal to record his/her progress. The journal will be reviewed jointly by the remediator and Midshipman on a routine basis, preferably at each meeting.

d. The Midshipman will prepare a written paper summarizing his/her offense, the remediation process, his/her understanding of the Continuum of Harm, and/or Navy and USNA equal opportunity policies. The paper shall be 10 double-spaced, typed pages. The due date of the paper is at the discretion of the remediator, but should be requested near the end of the remediation process.



W. D. BYRNE, JR.

Distribution:
All Non-Mids (Electronically)

FAILURE OF DIGNITY AND RESPECT REMEDIATION REPORT TEMPLATE

5354
[DD Mmm YY]

From: [Rank First M. LastName, USN/USMC (Retired)]
To: Commandant of Midshipmen
Via: (1) CMEO Officer
(2) SAPR Program Manager (if incident involved sexual assault)
(3) Company Officer
(4) Battalion Officer
(5) Director, Character Development and Training
(6) Conduct Officer
(7) Performance Officer
(8) Deputy Commandant of Midshipmen

Subj: FAILURE OF DIGNITY AND RESPECT REMEDIATION REPORT FOR MIDN [# /C FIRST
M. LASTNAME, USN, ALPHA/CO]

Ref: (a) Remediator Assignment Letter of [DD Mmm YY]
(b) COMDTMIDNINST 1610.2F
(c) COMDTMIDNINST 5354.2

Encl: (1) COMDTMIDN let 1610 of [DD Mmm YY]
(2) Dignity and Respect Remediation Character Development Plan
(3) [Dignity and Respect Remediation Essay (if applicable)]
(4) [Any other pertinent documentation]

1. Purpose. Per references (a) through (c), this memorandum provides a review of MIDN [LastName]'s performance in the Dignity and Respect Remediation Program and a recommendation regarding disposition of this case.

2. Overview. The goal of the Dignity and Respect Remediation Program was for MIDN [LastName] to reflect upon [his/her] [sexual harassment] offense, as delineated in enclosure (1), and to recognize the importance of dignity and respect both here at the Naval Academy and out in the Fleet. As a means to accomplish this goal, MIDN [LastName] was required to engage in moral/ethical discussions, establish a set of personal goals, [perform a service project, etc.] and write a final paper. However, MIDN [LastName] was unable to complete the tasks and goals set forth in [his/her] Disposition and Character Development Plan due to [...]

3. Recommendation. [MIDN [LastName] has unsuccessfully met the requirements of the Dignity and Respect Remediation Program per enclosure (2). [[He/She] has not taken the program seriously and has put no effort into the moral ethical discussions, community service projects, and final paper.] I believe MIDN [LastName] has learned nothing about dignity, respect, Navy and USNA equal opportunity policies, and/or the Continuum of Harm. Based on [his/her] failure, I recommend that [he/she] be immediately removed from the Dignity and Respect Remediation program and be recommended for separation.

[F. M. LASTNAME]
[RANK USN/USMC (Ret)]

Subj: FAILURE OF DIGNITY AND RESPECT REMEDIATION REPORT FOR MIDN [# /C FIRST
M. LASTNAME, USN, ALPHA/CO]

Recommend

Failure Not Recommended

Deputy Commandant of Midshipmen

Concur

Do Not Concur

Commandant of Midshipmen

_____ Commandant directs hearing to be scheduled

_____ Commandant directs conduct probation failure and requests an aptitude board.

_____ Assign new remediator in accordance with reference (c)

Copy to:

Company Officer

Battalion Officer

Conduct Officer

CMEO Officer

SAPR Program Manager (if incident involved sexual assault)

Director, CD&T

Performance Officer

DIGNITY AND RESPECT REMEDIATION EXTENSION REQUEST TEMPLATE

5354
[DD Mmm YY]

From: [Rank First M. LastName, USN/USMC (Retired)]
To: Director, Character Development and Training
Via: (1) Conduct Officer
(2) CMEO Officer

Subj: DIGNITY AND RESPECT REMEDIATION EXTENSION REQUEST ICO MIDN [# /C FIRST
M. LASTNAME, USN, ALPHA/CO]

Ref: (a) COMDTMIDN ltr 1610 of [DD Mmm YY]
(b) Remediator Assignment Letter of [DD Mmm YY]
(c) COMDTMIDNINST 1610.2F
(d) COMDTMIDNINST 5354.2

1. MIDN [LastName] was retained as a member of the Brigade of Midshipmen, but placed on Conduct Probation, after being found in violation of a Major/6K offense. Per reference (a), MIDN [LastName] has been assigned to the Dignity and Respect Remediation Program for [four] months to end on [DD Month YY].

2. [Background of Remediation to current point]

3. Due to [Reason for requesting extension], I request that MIDN [LastName] be extended on remediation for [number] months to end on [DD Month YY].

[F. M. LASTNAME]
[RANK USN/USMC (Ret)]

FIRST ENDORSEMENT

From: Director, Character Development and Training
To: [Rank First M. LastName, USN/USMC (Retired)]

1. Extension request:

_____ Approved _____ Disapproved

[F. M. LASTNAME]

Copy to:
Deputy Commandant of Midshipmen
SAPR Program Manger
Conduct Officer
Battalion Officer
Company Officer
CMEO Office

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REMIANIATOR ASSIGNMENT LETTER TEMPLATE

5354
[DD Mmm YY]

From: Director, Character Development and Training
To: [Rank First M. Last Name, USN/USMC (Retired)]
Via: Command Managed Equal Opportunity Officer

Subj: ASSIGNMENT AS A REMEDIATOR FOR MIDN [# /C FIRST M. LASTNAME, USN,
ALPHA/CO]

Ref: (a) COMDTMIDINST 1610.2F
(b) COMDTMIDINST 5354.2

Encl: (1) COMDTMIDN ltr 1610 of [DD Mmm YY]

1. MIDN [LastName] was retained as a member of the Brigade, but placed on Conduct Probation, after committing an offense per reference (a) that was of a sexual nature, was sexual harassing in nature, demonstrated elements of gender bias, or violates the equal opportunity policies of the Navy or USNA. Per enclosure (1), the Commandant of Midshipmen has assigned MIDN [LastName] to the Dignity and Respect Remediation Program for [four] months [and delayed his/her graduation until remediation is complete (1st Class)].

2. You have been assigned to serve as MIDN [LastName]'s Remediator while [he/she] is in Dignity and Respect Remediation. In this capacity, you will work with and mentor MIDN [LastName] throughout [his/her] assigned remediation period.

3. This mentoring relationship provides an excellent opportunity to enhance a Midshipman's moral and ethical development. As a remediator, you are the primary person who will assist MIDN [LastName] in [his/her] development. The remediator-Midshipman relationship must be one of a "reflective practicum," but also one that holds MIDN [LastName] accountable for [his/her] own moral development, in thought as well as in action. This practicum consists of frequent and periodic discussions between remediator and Midshipman followed by periods of individual work and reflection. Enclosure (2) of ref (b) is an Dignity and Respect Remediation Character Development Plan Template. You should assist MIDN [LastName] in developing a plan as you and [he/she] deem appropriate. At a minimum, the program shall include:

a. An initial meeting with MIDN [LastName] and [his/her] Company Officer and Company Senior Enlisted Advisor. Based on your assessment of the situation, determine whether it would be best to have a joint meeting or two separate meetings. The meeting(s) should determine what issue(s) and/or circumstance(s) may have caused the violation. These factors should remain in focus throughout the entire remediation period.

b. The Dignity and Respect Remediation Character Development Plan, written by MIDN [LastName] and approved by you, shall establish personal, academic, athletic, and professional goals for the period. These goals should be specific and measurable. MIDN [LastName] will keep a journal in order to record [his/her] progress. The journal is to be reviewed jointly by you and MIDN [LastName].

Subj: ASSIGNMENT AS A REMEDIATOR FOR MIDN [# /C FIRST M. LASTNAME, USN,
ALPHA/CO]

c. Weekly counseling sessions should focus on lessons learned, application, Dignity and Respect Remediation Character Development Plan review, journal review, and reflective thought. You may conduct more frequent sessions as appropriate.

d. MIDN [LastName] is required to write an essay, 10 double-spaced, typed pages, addressing the remediation as it relates to [his/her] duties as a Midshipman and potential career as a naval officer. It should demonstrate a clear articulation that MIDN [LastName] understands dignity and respect as a component of character and the role of character in an officer's performance in peace and combat.

4. Dignity and Respect Remediation templates for a Sanctions Change Request, Extension Request, and Change of Remediator Request are enclosures (5), (2), and (4) respectively, in ref (b). These templates are provided to assist you and MIDN [LastName] through the remediation process

5. At the end of the remediation period, you will submit a final report (enclosure (1) or (7) of ref (b)), along with MIDN [LastName]'s essay, to the Commandant of Midshipmen, via the CMEO Officer and Deputy Commandant of Midshipmen. This final report will address MIDN [LastName]'s performance during the Dignity and Respect Remediation Program and shall include a complete evaluation of [his/her] aptitude for commission, overview of the practicum and its elements, and a recommendation to either remove MIDN [LastName] from the Dignity and Respect Remediation program for successful completion or process [him/her] for separation from the Naval Academy. In either case, the remediation process shall continue until the Commandant of Midshipmen has approved the final report.

Your recommendation should be based on an analysis of MIDN [LastName]'s officer potential and performance in the Dignity and Respect Remediation program. You are not limited to personal observations in arriving at your recommendation, and you may include appropriate inputs from others. If you believe that MIDN [LastName] has failed the remediation and should be separated, please state why in specific terms.

6. The Dignity and Respect Remediation Program is a unique opportunity to improve the moral and ethical development of a Midshipman. You play a critical role in the cognitive growth that MIDN [LastName] will experience during this program. The intent of these guidelines are to assist, not restrict, you in your approach to this critical assignment. Please feel free to contact the CMEO Officer with any questions regarding this process.

[F. M. LASTNAME]
[RANK USN/USMC]
Dir., CD&T

DIGNITY AND RESPECT REMEDIATION CHANGE OF REMEDIATOR REQUEST TEMPLATE

5354
[DD Mmm YY]

From: [Rank First M. LastName, USN/USMC]
To: Director, Character Development and Training
Via: (1) CMEO Officer
(2) Conduct Officer

Subj: DIGNITY AND RESPECT REMEDIATION CHANGE OF REMEDIATOR REQUEST ICO MIDN
[#/C FIRST M. LASTNAME, USN, ALPHA/CO]

Ref: (a) COMDTMIDN ltr 1610 of [DD Mmm YY]
(b) COMDTMIDNINST 1610.2F
(c) COMDTMIDNINST 5354.2

1. MIDN [LastName] was retained as a member of the Brigade of Midshipmen, but placed on Conduct Probation, after being found in violation of a conduct offense. Per reference (a), MIDN [LastName] has been assigned to the Dignity and Respect Remediation Program for [four] months to end on [DD Month YY].

2. [Background of Remediation to current point]

3. Due to [Reason for requesting new remediator], I request that MIDN [LastName] be assigned a new remediator [and that his remediation be extended for [number] months to allow ample time for successful completion with the new remediator].

[F. M. LASTNAME]
[RANK USN/USMC (Ret)]

FIRST ENDORSEMENT

From: Director, Character Development and Training
To: [Rank First M. LastName, USN/USMC (Retired)]

1. Change of Remediator request:

_____ Approved _____ Disapproved

[F. M. LASTNAME]

Copy to:
Deputy Commandant of Midshipmen
SAPR Program Manger
Conduct Officer
Battalion Officer
Company Officer
CMEO Office

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DIGNITY AND RESPECT REMEDIATION CONDUCT PROBATION LETTER
SANCTIONS CHANGE REQUEST TEMPLATE

5354
[DD Mmm YY]

From: [Rank First M. LastName, USN/USMC]
To: Commandant of Midshipmen
Via: (1) Conduct Officer
(2) CMEO Officer
(3) Director, Character Development and Training
(4) Deputy Commandant of Midshipmen

Subj: DIGNITY AND RESPECT REMEDIATION [INCREASE/DECREASE] OF CONDUCT
PROBATION LETTER SANCTIONS REQUEST ICO MIDN [# /C FIRST M.
LASTNAME, USN, ALPHA/CO]

Ref: (a) COMDTMIDN ltr 1610 of [DD Mmm YY]
(b) COMDTMIDNINST 1610.2F
(c) COMDTMIDNINST 5354.2

1. MIDN [LastName] was retained as a member of the Brigade of Midshipmen,
but placed on Conduct Probation, after being found in violation of a Major/6K
offense. Per reference (a), MIDN [LastName] has been assigned to the Dignity
and Respect Remediation Program for [four] months to end on [DD Month YY].

2. [Background of Remediation to current point]

3. Due to [reason for requesting increase or decrease in sanctions] I
request that MIDN [LastName] [be given the following sanctions:/have the
following sanctions reduced/eliminated:]

[F. M. LASTNAME]
[RANK USN/USMC (Ret)]

Acknowledgement:

I have read the above memorandum and agree with the remediator's
recommendation.

Senior Enlisted Leader / Company

Date

Company Officer / Company

Date

Battalion Officer / Battalion

Date

Subj: DIGNITY AND RESPECT REMEDIATION [INCREASE/DECREASE] OF CONDUCT
PROBATION LETTER SANCTIONS REQUEST ICO MIDN [# /C FIRST M.
LASTNAME, USN, ALPHA/CO]

Recommended

Deputy Commandant of Midshipmen

Approve

Commandant of Midshipmen

Copy to:
Company Officer
Battalion Officer
Remediation Officer
Conduct Officer
CMEO Officer
Director, CD&T
Performance Jacket

Not Recommended

Disapprove

DIGNITY AND RESPECT REMEDIATION CHARACTER DEVELOPMENT PLAN TEMPLATE

5354
[DD Mmm YY]

From: [# / C First M. LastName, USN, ALPHA / CO]
To: [Rank First M. LastName, USN / USMC]

Subj: DIGNITY AND RESPECT REMEDIATION CHARACTER DEVELOPMENT PLAN

Ref: (a) COMDTMIDNINST 1610.2F
(b) COMDTMIDNINST 5354.2

Encl: (1) COMDTMIDN ltr 1610 of [DD Mmm YY]
(2) Remediator Assignment Letter of [DD Mmm YY]

1. In accordance with references (a) and (b), and per enclosure (1), I have been directed by the Commandant of Midshipmen to complete Dignity and Respect Remediation. The normal period of remediation is four months but may be shortened or extended as required. Per enclosure (2), you have been assigned to serve as my Remediator. Ultimately, it is my responsibility to ensure that all of my sanctions are completed in a timely manner; however, I will also be working with you and my chain-of-command to ensure that I am meeting required deadlines.

2. After meeting with yourself and my chain-of-command, we will create the following plan of action for character and moral development during my remediation period. Each one of these standards is a clear and measurable objective to develop not only my understanding of dignity and respect, but all mission areas applicable to every Midshipman.

a. Specific Sanctions. In addition to each sanction listed in enclosure (1), I will also complete the following tasks, as agreed to with my remediator, in order to consider my Dignity and Respect Remediation complete:

(1) Mandatory weekly one-on-one sessions. [I am responsible for scheduling a 50 minute block of time with you on a weekly basis. During these sessions, we will discuss the moral and ethical aspects of the military profession. Discussion will focus on my reflections and understandings of selected readings and their applicability to my becoming a Naval officer.] By the end of the remediation, at a minimum, I should be able to answer the following questions:

- (a) What did I do? How did I get here?
- (b) Why did I commit the offense?
- (c) How do I view the Continuum of Harm? How did my behavior fall within it?
- (d) Did I know my offense was wrong?
- (e) Why did I do it?
- (f) Why should I be remediated? What did I learn from this experience? Who should I discuss what I have learned with?

Subj: DIGNITY AND RESPECT REMEDIATION CHARACTER DEVELOPMENT PLAN

(g) Why should I be remediated for dignity and respect? How do I regain the respect of my classmates, chain of command, etc.?

(h) How does dignity and respect apply in the fleet?

(2) Journal. I will maintain a dignity and respect journal in which I will make entries on a bi-weekly basis. My journal will be a record of my progress in reaching my goals as well as notes and reflections of my remediation. In addition, I will keep this Dignity and Respect Remediation Character Development Plan with my journal.

(3) Remediation Final Paper. I will submit a written paper summarizing my offense, the remediation process, and my understanding of the Continuum of Harm. The paper shall be 10 double-spaced, typed pages. It will be due to you on or about [DD Mmm YY].

NOTE: The following tasks are optional to provide a framework for a tailored remediation program that is the most appropriate for each individual Midshipmen.

(4) Service Project. I will coordinate with the Midshipman Action Group and select a suitable community service project with which I will remain actively involved throughout my remediation period. This project shall be approved by you prior to my committing to it.

(5) I will fully explain the Continuum of Harm and/or provide training to _____ and give a "real-life" comparison on how my actions could have had severe ramifications if done in the fleet.

(6) The following book(s) will be used during the remediation program.

(a) [Author, Title.]

(b) [Author, Title.]

(7) Interviews. I will conduct several interviews with Senior Officers and/or Senior Enlisted on the Yard dealing with the question "If someone fails to preserve the dignity of others, can they re-establish the trust of a unit, peers or subordinates? If so, how?" After doing the interviews, I will summarize my interviews and my own opinions in a paper on the question.

b. Professional Development. During this period of remediation, I will maintain the highest sense of professionalism and not make any more mistakes dealing with dignity, respect, honor or lack of integrity. [I will also ...].

c. Personal Development. During this period of remediation, I will continue to stay true to myself and to challenge myself with whatever I encounter. [I will also ...]

3. I will also be working with my chain-of-command throughout this process. It is essential that I learn and grow not only during our remediation sessions, but also in my day-to-day interactions with my peers and superiors. I expect that the feedback from my in-company performance will provide a valuable tool in assessing my progress in this development plan.

Subj: DIGNITY AND RESPECT REMEDIATION CHARACTER DEVELOPMENT PLAN

4. At the conclusion of the remediation period, I will submit a completed remediation portfolio of all the tasks listed above for your review. You will assess my efforts and draft a final report detailing my adherence to my Dignity and Respect Remediation Character Development Plan and my achievement of the program expectations set forth by you and also listed in reference (a). All requirements must be completed by me and approved by you in order to be released from the Dignity and Respect Remediation Program. Failure to adhere to these standards could result in an extension of remediation, enactment of additional sanctions, or a recommendation that I be separated from the Naval Academy. I understand that my Conduct Probation and the remediation process will continue until the Commandant has approved the final report and I have received correspondence from the Conduct Officer.

[F. M. LASTNAME]
MIDN USN

[F. M. LASTNAME]
[RANK USN/USMC (Ret)]

Copy to:
Company Officer
Battalion Officer
Dignity and Respect Remediation Officer
CMEO Officer

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COMPLETION OF DIGNITY AND RESPECT REMEDIATION REPORT TEMPLATE

5354
[DD Mmm YY]

From: [Rank First M. LastName, USN/USMC (Retired)]
To: Commandant of Midshipmen
Via: (1) CMEO Officer
(2) SAPR Program Manager
(3) Company Officer
(4) Battalion Officer
(5) Director, Character Development and Training
(6) Deputy Commandant of Midshipmen

Subj: COMPLETION OF DIGNITY AND RESPECT REMEDIATION REPORT FOR MIDN [# /C
FIRST M. LASTNAME, USN, ALPHA/CO]

Ref: (a) Remediator Assignment Letter of [DD Mmm YY]
(b) COMDTMIDNINST 1610.2F
(c) COMDTMIDNINST 5354.2

Encl: (1) COMDTMIDN ltr 1610 of [DD Mmm YY]
(2) Dignity and Respect Remediation Character Development Plan
(3) Dignity and Respect Remediation Essay
(4) [Any other pertinent documentation]

1. Purpose. Per references (a) through (c), this memorandum provides a review of MIDN [LastName]'s performance in the Dignity and Respect Remediation Program.

2. Overview. The goal of the Dignity and Respect Remediation Program was to have MIDN [LastName] reflect upon [his/her] [sexual harassment] offense, as delineated in enclosure (1), and to recognize the central role of dignity and respect both here at the Naval Academy and out in the Fleet. As a means to accomplish this goal, MIDN [LastName] was required to engage in moral-ethical discussions, establish a set of personal goals, [perform a service project, etc.] and write a final paper. In addition, MIDN [LastName] completed the following as tasks:

a. Moral Ethical Discussions. [The basis of our discussions was drawn from...]

b. Dignity and Respect Remediation Character Development Plan. MIDN [LastName] met or exceeded all of the goals that [he/she] proposed to accomplish during [his/her] Conduct Probation period per enclosure (2). In particular, [his/her] willingness to educate [his/her] fellow Midshipmen and willingness to confront individuals who could potentially face similar circumstances...]

c. [Community Service Project. MIDN [LastName] accumulated ## hours of community service at... The project consisted of...]

d. Final Paper. MIDN [LastName]'s last requirement was to submit a written paper (enclosure (3) that captured the lessons learned from [his/her] experience and the remediation program. [His/Her] paper shows [he/she] understands and has internalized the values of dignity and respect and

Subj: COMPLETION OF DIGNITY AND RESPECT REMEDIATION REPORT FOR MIDN [# /C
FIRST M. LASTNAME, USN, ALPHA/CO]

appreciates the complex nature of the moral and ethical decisions [he/she] may face as a military officer. Of most importance, MIDN [LastName]'s paper communicates [his/her] intent to build and sustain an environment in which everyone feels included, valued, and appreciated in the future.]

3. Recommendation. MIDN [LastName] successfully met [and exceeded] the requirements of the Dignity and Respect Remediation Program. [He/She] took the program seriously and put an excellent effort into the moral/ethical discussions, community service projects, and final paper. MIDN [LastName]'s willingness to discuss the incident [he/she] was involved in with [his/her] classmates within [his/her] company is especially noteworthy.] I believe MIDN [LastName] has learned a great deal about dignity, respect, and the Continuum of Harm. Based on [his/her] successful completion, I recommend that [he/she] be removed from the Dignity and Respect Remediation Program and that MIDN [LastName] be retained at the Naval Academy.

[F. M. LASTNAME]
[RANK USN/USMC (Ret)]

FIRST ENDORSEMENT

From: Commandant of Midshipmen
To: [Rank First M. LastName, USN/USMC (Retired)]
Via: Director, Character Development and Training

1. Director, CD&T completion of Dignity and Respect remediation recommendation:

_____ Approved _____ Disapproved _____ Modified

2. Commandant of Midshipmen completion of Dignity and Respect remediation recommendation:

_____ Approved _____ Disapproved _____ Modified

[F. M. LASTNAME]

Copy to:
Company Officer
Battalion Officer
Conduct Officer
CMEO Officer
SAPR Program Manager (if sexual assault involved)
Director, CD&T