



**DEPARTMENT OF THE ARMY**  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BELVOIR  
9820 FLAGLER ROAD, SUITE 213  
FORT BELVOIR, VIRGINIA 22060-5928

REPLY TO  
ATTENTION OF

IMBV-HRA

12 August 2016

MEMORANDUM FOR US Army Garrison Personnel and Mission Partners

SUBJECT: Fort Belvoir Policy Memorandum #65, Suicide Response Team (SRT)

1. REFERENCES.

a. AR 600-63 (Army Health Promotion), 14 April 2015.

b. DA Pamphlet 600-24 (Health Promotion, Risk Reduction and Suicide Prevention), 14 April 2015.

2. PURPOSE. This policy provides the protocol, procedures, and responsibilities for activating the Fort Belvoir Suicide Response Team (FBSRT). The FBSRT is to support the command and installation in the wake of a known or suspected suicide. This memorandum is intended to provide internal guidance and does not create any private rights or benefits enforceable by law or otherwise by any party against the government or employees.

3. APPLICABILITY. This policy pertains to all Fort Belvoir personnel.

4. POLICY. The FBSRT's function is to advise and assist the commander in assessing the situation and determining appropriate course of action by bringing together relevant stakeholders. It does not have an investigating mission. Team interventions will include taking the actions necessary to provide for the immediate welfare of affected community members. The FBSRT will also advise the commander on the proper guidelines for local media coverage and will monitor completion and submission of required reports. The FBSRT will not assume tactical control of suicide response activities for a unit with organic Behavioral Health (BH) or chaplaincy assets.

5. PROCEDURES. The FBSRT will convene at the discretion of the unit commander within 48 hours of an attempted or completed suicide. The FBSRT members will attend the meetings when requested by the FBSRT coordinator. The FBSRT members will provide advice and assistance within their areas of administrative or professional expertise. The FBSRT should be composed of the following:

a. Fort Belvoir Community Hospital Director of Behavioral Health (FBCH-DBH) or representative.

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(1) Serves as the FBSRT coordinator, and as the principal point of contact with medical treatment facilities as a member of the FBSRT

(2) Advises leaders on self- and command-directed referrals of military personnel who may be at increased risk for suicide.

(3) Advises leaders on treatment resources for military dependents and civilians.

b. Army Substance Abuse Program (ASAP) Manager or representative. Provides suicide prevention training to affected unit as needed.

c. Battalion or separate company commander or representative.

(1) Meets with the FBSRT to identify specific unit needs.

(2) Provides feedback to the FBSRT on completion of required reports.

(3) Updates FBSRT regarding ongoing needs for support services.

d. Garrison or unit Chaplain or representative. Advises FBSRT on available chaplain resources for the affected unit and community.

e. Director of Human Resources (DHR) or representative. Be available during a suicide crisis when requested by the FBCH-DBH or representative.

f. Staff Judge Advocate (SJA) or representative. Provides advice and assistance to the FBSRT within their areas of administrative or professional expertise on matters pertaining to suicide risks or attempts.

g. Director of Emergency Services (DES) or representative.

(1) Ensures procedures are established for immediate notification of the operations center, the FBSRT coordinator, and the appropriate commander during instances when suicides are imminent or have occurred.

(2) Coordinates directly with medical treatment facilities in crisis situations (emergency rooms) as appropriate or necessary.

(3) Provides for immediate protection and well-being of Fort Belvoir community members at high risk for suicide until unit or medical personnel are on the scene.

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h. Army Community Services (ACS) Director or representative. Provides advice and assistance to the FBSRT within their areas of administrative or professional expertise on matters pertaining to suicide risks or attempts.

5. PROPONENT. The proponent for this memorandum is the Directorate of Human Resources at (703) 805-1083.

A handwritten signature in black ink, appearing to read 'AKH', with a long horizontal line extending to the right.

ANGIE K. HOLBROOK  
Colonel, AG  
Commanding