

PAC Complaint Types & Links

CUI (When filled in) MCO 5354.1G

PROHIBITED ACTIVITIES AND CONDUCT COMPLAINT AND RESOLUTION For use of this form, see MCO 5354.1G, the proponent agency is M&RA, MPE.			
PRIVACY ACT STATEMENT			
AUTHORITY: Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000e-16(b) and (c); 10 U.S.C. 5013; 10 U.S.C. 5041; 10 U.S.C. 1074t; 32 CFR 64.4; DoDI 1215.13; DoDI 3001.02; CJCSM 3150.13C; DoDI 6490.03; SECNAVINST 1770.5; MCO 5354.1G; MCO 7220.505; and SORNs M01040-3 and MMN00044.			
PURPOSE: To permit Marine Corps personnel to submit complaints of Prohibited Activities and Conduct and for command officials and Equal Opportunity Advisors to provide a record of responsive actions taken, any formal or informal investigation conducted in connection with allegations of sexual harassment or discrimination, and dates of actions and resolution efforts.			
ROUTINE USES: Information may be disclosed to appropriate DoD Program Officials with a need to know to address complaints outside of the Equal Opportunity program. A complete list and explanation of the applicable routine uses is published in the authorizing SORNs available at https://oasid.defense.gov/Privacy/SORNIndex/DOD-wide-SORN-Article-View/Article579625mm01040-3 and https://oasid.defense.gov/Privacy/SORNIndex/DOD-wide-SORN-Article-View/Article579625mm00044/ .			
DISCLOSURE: Disclosure is voluntary. However, failure to complete the requested items could result in delayed command action and/or an inaccurate/incomplete analysis of the complaint.			
RECORDS MANAGEMENT: This form shall be managed in accordance with record schedule 5000-99, "GRS 5.1, Item 010-Administrative records maintained in any agency office".			
PART IA. TO BE COMPLETED BY THE COMPLAINANT			
1. ROLE	2. NAME OF COMPLAINANT (Last, First MI)	3. RANK	4. EDIPI
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. COMPONENT	6. UNIT	7. PHONE	8. EMAIL
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9a. NATURE OF COMPLAINT. (Provide a detailed description, the basis for your complaint, describe the incident(s) and date(s) of occurrence(s), the names of parties involved, witnesses, and to whom it may have been previously reported; plus, any additional information that would be helpful in resolving your complaint, and requested remedy/outcome conflict management or complaint resolution.) Initial next to alleged behaviors and requested outcome.			
9b. <input type="checkbox"/> Harassment <input type="checkbox"/> Bullying <input type="checkbox"/> Hazing <input type="checkbox"/> Prohibited Discrimination <input type="checkbox"/> Sexual Harassment			
9c. <input type="checkbox"/> Formal Resolution <input type="checkbox"/> Conflict Management			
PART IB. TO BE COMPLETED BY THE EQUAL OPPORTUNITY ADVISOR AND COMPLAINANT			
10a. EQUAL OPPORTUNITY ADVISOR (EOA) COMPLAINT INTAKE AND SAFETY ASSESSMENT. The EOA acknowledges complaint receipt on: _____ (Date)			
10b. COMPLAINANT ACKNOWLEDGEMENT. After being counseled, initial by each applicable section.			
_____ I have been counseled on the complaint process and services available to me.		_____ (Date)	
_____ I have been advised I can request a supervised review of the investigation.		_____ (Date)	
_____ I have been advised of my appellate rights under MCO 5354.1G.		_____ (Date)	
_____ I am aware I must contact my local IG or IGMCI if I perceive reprisal or retaliation.		_____ (Date)	
_____ I'm making a confidential report (for sexual harassment only).		_____ (Date)	
10c. AFFIDAVIT. I have read or have had read to me this statement which begins on this page. I fully understand the statement made by me and certify the statement is true. I have initialed all corrections. I make this formal statement without threat of punishment and without coercion, unlawful influence, or unlawful inducement.			
10d. COMPLAINANT SIGNATURE	10e. Grade	10f. DATE	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
11. EQUAL OPPORTUNITY ADVISOR ACKNOWLEDGEMENT			
11a. EQUAL OPPORTUNITY ADVISOR SIGNATURE		11b. DATE	
<input type="text"/>		<input type="text"/>	
12. EQUAL OPPORTUNITY ADVISOR RELAYED TO REQUIRED OFFICE.			
12a. EQUAL OPPORTUNITY ADVISOR SIGNATURE		12b. DATE	
<input type="text"/>		<input type="text"/>	

NAVMC 11512 (03-24) (EF)

CUI (When filled in)
Copyright © 2008, 2010, 2012, 2014, 2016, 2018, 2020, 2022, 2024, 2026, 2028, 2030, 2032, 2034, 2036, 2038, 2040, 2042, 2044, 2046, 2048, 2050, 2052, 2054, 2056, 2058, 2060, 2062, 2064, 2066, 2068, 2070, 2072, 2074, 2076, 2078, 2080, 2082, 2084, 2086, 2088, 2090, 2092, 2094, 2096, 2098, 2100, 2102, 2104, 2106, 2108, 2110, 2112, 2114, 2116, 2118, 2120, 2122, 2124, 2126, 2128, 2130, 2132, 2134, 2136, 2138, 2140, 2142, 2144, 2146, 2148, 2150, 2152, 2154, 2156, 2158, 2160, 2162, 2164, 2166, 2168, 2170, 2172, 2174, 2176, 2178, 2180, 2182, 2184, 2186, 2188, 2190, 2192, 2194, 2196, 2198, 2200, 2202, 2204, 2206, 2208, 2210, 2212, 2214, 2216, 2218, 2220, 2222, 2224, 2226, 2228, 2230, 2232, 2234, 2236, 2238, 2240, 2242, 2244, 2246, 2248, 2250, 2252, 2254, 2256, 2258, 2260, 2262, 2264, 2266, 2268, 2270, 2272, 2274, 2276, 2278, 2280, 2282, 2284, 2286, 2288, 2290, 2292, 2294, 2296, 2298, 2300, 2302, 2304, 2306, 2308, 2310, 2312, 2314, 2316, 2318, 2320, 2322, 2324, 2326, 2328, 2330, 2332, 2334, 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PAC COMPLAINT PROCESS

Complaint (NAVMC 11512) Signed and Submitted to EOA within 90 days of last incident.

• Complaint Resolution (Formal Complaint)

- NAVMC 11512 received by EOA
- EOA has 3 days: to Submit completed NAVMC to Commander
- Commander has 5 days (NON-SH PAC, SH PAC is 3 days): to Notify GCMCA and initiate investigation
- Investigator has 30 days (14 if SH): To complete investigation, Extensions are possible
- SJA has generally 3 days: To complete Legal Sufficiency Review
- CA has generally 3 days:
 - - Disposition decision
 - - Notification of Subjects and Complaints of disposition, supervised review and to appeal
 - - Notification to GCMCA of final report

Command Directed Conflict Management (Informal Complaint)

NAVMC 11512 received by EOA

EOA notifies Commander

EOA has 3 days to initiate conflict management

Resolution within 30 days case close

IF no resolution within 30 days complainant MAY CHOOSE to submit a formal complaint

Confidential Sexual Harassment Complaint

-NAVMC 11512 received by EOA (ONLY)
EOA submits copy to HQMC

-Command cannot initiate investigation if made aware of incident

-Complainant has 90 days to convert to a formal complaint (from date of last incident):

-IF converted the command has 14 days to complete the investigation.

Anonymous

-Must be received by an unknown/unidentifiable source

-IF enough information is provided it will be processed as a formal complaint

Resources & Support Services

Chaplain Services:

MCRD/ERR PI Chaplain.....(843) 228-3601
Duty Chaplain.....(843) 321-6285

Counseling Services & Resources:

[MCCS Community Counseling Program](#).....(843) 228-2044
[Military & Family Life Counselors](#)
[Military OneSource](#).....(800) 342-9647
[Veterans Crisis Line](#).....988 then Press 1
National Suicide Prevention Hotline.....988 or (800) 273-8255
National Domestic Violence Hotline.....(800) 799-7233

Sexual Assault Prevention & Response

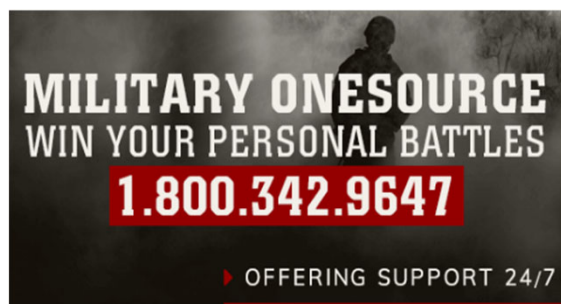
MCRD PI SARC.....(843) 228-3601
ERR SARC.....(843) 321-6285
[DoD Safe Helpline](#).....(877) 995-5247

Victim Assistance:

[Victim & Witness Assistance Program](#).....(843) 228-4095
[Victim's Legal Counsel](#).....(843) 228-4801
[Family Advocacy Program VA](#).....(843) 228-7093

Legal Assistance:

Law Center, Parris Island.....(843) 228-2925



Equal Opportunity Advisor

If you have questions regarding **harassment, bullying, hazing, prohibited discrimination, or sexual harassment** contact your EOA.

PHONE NUMBER:

EMAIL:

UNIT:

BUILDING/RM NUMBER:

Anonymous Reporting via NCIS: <https://www.ncis.navy.mil/Resources/NCIS-Tips/>

MPE Advice Line: (844) 818-1674