



DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY RESERVE COMMAND  
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AFRC-CG

29 December 2020

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commanding General Policy #20-16: Army Regulation 15-6 Investigation Requirements for Suspected Army Reserve Soldier Suicides

1. References.

- a. Army Regulation (AR) 600-63, Army Health Promotion, 14 Apr 15.
- b. Operation Order (OPORD) 19-004, Army Reserve Commander's Critical Information Requirements.
- c. Annex E to OPORD 19-004, Army Reserve Commander's Critical Information Requirements.
- d. AR 15-6, Procedures for Investigating Officers and Boards of Officers, 1 Apr 16.
- e. AR 638-8, Army Casualty Program, 7 Jun 19.
- f. AR 638-34, Army Fatal Incident Family Brief Program, 19 Feb 15.
- g. Memorandum, HQ USARC, AFRC-CG, 26 Oct 16, Subject: AR 15-6 Investigation Requirements for U.S. Army Reserve (USAR) Soldiers Suspected of Committing Suicide.

2. Purpose. This policy updates requirements for the investigation of all suspected Army Reserve Soldier suicides pursuant to references 1a through 1f. This memorandum supersedes reference 1g. All requirements are effective immediately for investigations appointed on or after the date of this memorandum.

3. Any time an Army Reserve Soldier's death is a suspected suicide, the Soldier's unit will meet commander's critical information requirements (CCIR) contained within references 1b and 1c. The CCIR will address whether or not the deceased Soldier's unit used the Soldier Leader Risk Reduction Tool (SLRRT) to counsel the Soldier and will include the completion date of all phases of suicide prevention training by the deceased Soldier.

4. The commander exercising general court-martial convening authority (GCMCA), or responsible general officer assigned to a command billet with a servicing SJA, will then

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initiate a death investigation in accordance with the procedures for informal investigations established in reference 1d. Investigations of suspected suicide will comply with the requirements set forth within the enclosure to this memorandum, as well as references 1e and 1f. Commanders will investigate all Army Reserve Soldier deaths suspected to involve suicide, regardless of each Soldier's duty status at the time of the incident. This authority may not be delegated.

5. The investigating command must submit the report of investigation and the documents identified in the enclosure to this memorandum to the United States Army Reserve Command (USARC) Suicide Prevention Program Manager (SPPM) within 70 days of the date of the suspected suicide. In each case, the Investigating Officer (IO) has 49 days to complete the investigation from the date the CCIR reporting the suspected suicide was submitted. The investigating command then has 10 days to complete the legal review, appointing authority's action, and, if necessary, obtain a GCMCA ratification of findings and recommendations. The investigating command shall submit the completed investigation to the USARC SPPM via electronic mail or DoD SAFE upload within one (1) business day of the approval authority's action or GCMCA ratification.

6. For additional information, contact the USARC Office of the Staff Judge Advocate, Administrative Law Branch, at (910) 570-8157.

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## **Army Regulation 15-6 Investigation Requirements for Suspected Army Reserve Soldier Suicides – Enclosure**

1. Each suicide investigation will identify the circumstances surrounding, and factors contributing to, the suspected suicide event. It is imperative that the investigating officer (IO) conduct a thorough investigation and provide a well-organized, comprehensive report. The findings will be briefed to the Vice Chief of Staff, Army and used to help identify trends and potential improvements to the Army's suicide prevention program. To this end, it is recommended an experienced officer holding the rank of Major or above be appointed as IO in each case.

2. The required format for each suicide investigation appointment memorandum is available at the link below. Each suicide investigation appointment memorandum shall direct the IO to submit the documents listed below in the format indicated. A sample of the required format for each document is located at [https://xtranet/usarc/g1-ssd/PB/15\\_6\\_Investigation\\_Report/Forms/AllItems.aspx](https://xtranet/usarc/g1-ssd/PB/15_6_Investigation_Report/Forms/AllItems.aspx). Questions regarding these documents should be addressed to the U.S. Army Reserve Command (USARC) Suicide Prevention Program Manager (SPPM) at (910) 570-9036.

a. A short executive summary of the findings and recommendations, prepared in Microsoft Word, must address the suicide investigation findings by summarizing the who, what, when, where, and why.

b. A memorandum containing the report of findings and recommendations.

c. Suicide Report for the Vice Chief of Staff, Army (6 Line Report), prepared in Microsoft Word.

d. DA Form 7747 - Commander's Suspected Suicide Event Report (available at <https://armypubs.army.mil/ProductMaps/PubForm/DAForm.aspx>). The DA Form 7747 must be submitted by the deceased Soldier's commander through G1 channels to HQDA DCS, G1 within 60 days of the date of the Army Reserve Soldier's death.

e. Chief, Army Reserve Questionnaire. Each Army Reserve specific item and question contained therein must be answered.

f. Army Reserve Soldier Suicide Timeline Report, prepared in Microsoft Excel.

g. Soldier Leader Risk Reduction Tool (SLRRT). The questions on the SLRRT form are a guide to facilitate a conversation between leaders and connect at-risk Soldiers to appropriate resources when necessary. The SLRRT will not be included in the submission of the AR 15-6 investigation; however, it is important that the IO confirm that the deceased Soldier's unit utilized the SLRRT. The SLRRT is located at <https://xtranet/usarc/home/SLRRT/Pages/default.aspx>.

h. Army Reserve Fatality Review Board Presentation. This visual summary of the investigation findings and recommendations, which must be prepared and submitted in

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Microsoft PowerPoint for use during Suicide Fatality Review Board meetings, is a collaborative tool designed to capture lessons learned from staff, including the Surgeon, Chaplain, SPPM, SJA, and Commander.

3. Notice of the granting of an extension to the 49-day suspense for the investigation shall be provided by the General Court-Martial Convening Authority (GCMCA) in the investigating command's chain to Commanding General, USARC thru the USARC SPPM immediately upon issuance of such an extension. Such notice shall identify the new suspense and include a timeline of investigative work completed to date, an explanation of the reasons for the extension, and a description of the intended course of action to ensure prompt completion of the investigation.

4. Upon completion of approval authority action or GCMCA ratification approving an investigation, the deceased Soldier's command, in coordination with the GCMCA, shall offer the deceased Soldier's primary next of kin (PNOK) a suicide incident family brief and, if requested, a redacted copy of the suicide investigation. Army Regulation 638-34 Army Fatal Incident Family Brief Program, contains relevant guidance on briefs and the release of redacted copies of suicide investigations. Assistance should be sought from the U.S. Army Human Resource Command's Casualty and Mortuary Affairs Operations Division (CMAOD), which may be contacted at (800) 626-3317 or [usarmy.knox.hrc.mbx.tagd-cmaoc-csb-casualty@mail.mil](mailto:usarmy.knox.hrc.mbx.tagd-cmaoc-csb-casualty@mail.mil).