**FAMILY VIOLENCE**

**IDENTIFICATION**

**Date of Issue** February 2016 (Updated March 2022)

**Aim** The aim of this order is to outline the capability and responsibilities of CFB Kingston’s BComd, all Unit COs and the Family Violence Advisory Team (FVAT) to promote the prevention of family violence and support military families that have experienced it.

**Approval** This order is issued under the authority of the Commanding Officer (CO),

**Authority** CFB Kingston.

**Office of Primary** Base Social Work Officer

**Interest (OPI)**

**Office of Collateral** FVAT

**Interest (OCI)**

**INTRODUCTION**

**Context** Family violence is a complex social problem that must not be ignored. Within the CAF, it can have a negative effect on operational readiness, work performance and discipline. The CAF is committed to prevent family violence through education, establish procedures for responding to reported incidents, and to rehabilitate and restore healthy family units.

The BComd, along with all Unit COs, is required to follow direction DAOD 5044-4. This BSO reiterates this direction, along with providing local supporting resources.

**PROCEDURES**

**Family Violence** IAW the reference, the CFB Kingston FVAT is comprised of the following

**Advisory Team** local personnel:

1. Base Social Work Officer or designate, Local 5776;
2. Family Liaison Officer, KMFRC , Local 4811;
3. Base Chaplain, Local 5592;
4. Military Police, Local 5661; and
5. Health Promotions Manager, Local 8748.

The team leader is the Base Social Work Officer or designate, a civilian Social Worker from 33 CF H Svcs C, who serves as the focal point for coordinating education and interventions in the matter of family violence. The co-lead for the team is a KMFRC Social Worker.

Upon learning of an incident of family violence, the FVAT Lead will conduct an initial assessment and continue with regular follow-up.

The FVAT will meet quarterly, at a minimum, to discuss education initiatives.

**Responsibilities of** The BComd and Unit COs must ensure the following:

**BComd / Unit COs**

1. Within 90 days of assuming command, COs must be briefed by the FVAT on the dynamics of family violence, prevention activities, and available services;
2. CAF members and families are to be provided regularly with information concerning the dynamics of family violence, its effects on families, and the resources available to assist them. This information may be distributed by briefings, family days, posters, flyers, pamphlets, newspaper articles, Intranet sites, or displays; and
3. When required, ensure that a Significant Incident Report has been implemented in accordance with DAOD 2008-3, including D Med Pol and the Base Surgeon on the distribution list.

Note: COs of Reserve Units shall ensure the members of Reserve Force Units have equal access to all information, guidance, and publications related to family violence within the CAF.

**Immediate** A supervisor who learns of an alleged or suspected incident of family

**Response to** violence in the family of a CAF member shall:

**Family Violence**

**Incident**

1. Immediately inform the MP or appropriate civilian police authority if they have reasonable grounds to believe that the imminent safety of an individual is at risk;
2. Immediately notify the local child welfare authorities if child abuse or neglect is alleged or suspected;
3. Provide support and encourage the victim to seek out further help through a recommendation to accept a referral to the FVAT Lead or an appropriate civilian service;
4. Direct that a CAF member who is alleged or suspected of having committed family violence, meets with the FVAT Lead; and
5. Inform the CO if the matter is likely to impact the service of the CAF member.

**Administrative** The BComd / Unit CO shall determine whether administrative action

**Action** is to be taken. The BComd / Unit CO must take into account the best interests of the family, the CAF member, and the CAF, and shall consult with personnel support staff, the legal advisor, and the FVAT.

**Monitoring and** BaseCommanders and COs shall provide statistical information and

**Reporting** data on family violence to D Med Pol to support policy analysis and evaluation. The specifics of the information required and the reporting frequency will be identified in a separate directive to be issued under the authority of the Surgeon General.

**Other Important** In addition to the support provided by the FVAT, there exist other support

**Contacts** services and agencies on the Base and in the City of Kingston. For additional information on all agencies in the Kingston area and descriptions of the services they provide, refer to the Base K: drive under the Domestic Violence Folder.

Others key contacts include:

1. Kingston Interval House (women’s shelter), Crisis Line 546-1777 or 1-800-267-9445;
2. Victim Witness Assistance Program, 548-6213; and
3. Family and Children’s Services, 542-7351.

**REFERENCES**

**References** a.DAOD 5044-4; Family Violence

b. Family Violence Advisory Team - Terms of Reference (updated Sept 2021)