**Subject: SIR number:** YY-0000#

1. **Category(** [DMNA PAM 1-2 Annex A Reports Matrix](file:///\\ngnya7-mfj-00\Domestic%20Ops\J3-DO%20(CURRENT%20OPS)\1%20-%20JOC%20Controller\2%20-%20INCIDENT%20REPORTING\7%20-%20Ref%20for%20GOCOMs\Annex_A_DMNA_PAM_1_2.pdf) **)** **:** Choose an item.
2. **Type of incident (** [DMNA PAM 1-2 Annex A Reports Matrix](file:///\\ngnya7-mfj-00\Domestic%20Ops\J3-DO%20(CURRENT%20OPS)\1%20-%20JOC%20Controller\2%20-%20INCIDENT%20REPORTING\7%20-%20Ref%20for%20GOCOMs\Annex_A_DMNA_PAM_1_2.pdf) **)** **:**
3. **Date/time of incident**: Enter the DTG
4. **Location:** Enter the City and State only.
5. **Other Information:**
6. **Racial:** Choose an item.
7. **Trainee involvement:** Choose an item.
8. **Source of Information:** Enter the source of the SIR.
9. **Personnel involved:**
10. **Service Member:**
    1. **Name:** Enter SM's FULL name.
    2. **Rank:** Choose an item.
    3. **SSN: XXX-XX-**XXXX Enter the Last 4 of the SM's SS#
    4. **Race:** Enter the SM’s Race.
    5. **Sex:** Choose an item.
    6. **Age:** Enter the SM’s age.
    7. **Position:** Enter the SM’s 3 digit MOS.
    8. **Security clearance:** Choose an item.
    9. **Unit and station of assignment:** Enter the Unit, City and State
    10. **Next higher headquarters:** Enter the SM’s next higher HQs, include it’s city and state
    11. **Deployment history:** Only enter deployments within the last year. Location/ timeframe
    12. **Duty status:** Choose an item.
11. **Non DMNA employee Suspect/Victim:**
12. **Summary of incident:** Enter a brief narrative summary of the incident. Tell the WHO, WHAT, WHERE, WHEN, WHY, and HOW. Clear and concise.
13. **Injuries:** Enter any Injuries sustained if none enter N/A
14. **Property or Vehicle Damage:** Enter any property or vehicle damage if none enter N/A
15. **Remarks:** Enter action taken and any additional remarks: “Police report to follow”
16. **Publicity:** Choose an item.
17. **NOK notified:** Choose an item.
18. **Commander reporting:**

1. **Point of contact:** Unit POC with land line and email

|  |  |
| --- | --- |
| **Prepared by:** Name, rank, land line, and email | **DTG Reporting:** Enter DTG SIR was sent to the JOC |
| **Reviewed by:** Name, rank, land line, and email |  |

Commanders are reminded of the provision of AR 600-8-2 pertaining to suspension of favorable personnel actions (flagging) and AR 380-67 for the suspension of security clearances of persons under investigation. Army law enforcement reports are exempt from automatic termination of protective marking IAW Chapter 3, AR 25-55. IAW AR 340-21, AR 190-45 and DODI 5400.7-R, information contained in this report is law enforcement sensitive, confidential and private in nature, and any further distribution (forwarding to unauthorized personnel) without the authorization of the Provost Marshal General will be in violation of the UCMJ and USC.