

SUPPORTING STATEMENT - PART A

Domestic Abuse Victim Reporting Option Statement – 0704-0666

1. Need for the Information Collection

Public Law (PL) 98-212 established the Family Advocacy Program (FAP) for the purpose of identifying, responding, and treating child abuse/neglect and domestic abuse. Section 543 of PL 103-337, National Defense Authorization Act (NDAA) for Fiscal Year (FY) 1995 PL 114-328 establishes the requirement for domestic abuse victim advocates (DAVAs) in the Armed Forces that are responsible for (1) working with victims of domestic abuse to provide: (a) information on available benefits and services, (b) assistance in obtaining those benefits and services, and (c) other appropriate assistance. (2) Services offered in the case of an individual who is a victim of family violence (including intrafamilial sexual, physical, and emotional abuse) shall be provided principally through the FAPs of the military departments. Section 574 of NDAA for FY 2017 (PL 114-328), requires that the Armed Forces report to Congress critical information on the circumstances of incidents of child abuse/neglect and domestic abuse to further inform ongoing prevention and response efforts. The FAP Central Registry data submitted from each Military Service (Army, Navy, Marine Corps, and Air Force) is aggregated to report a Department of Defense (DoD)-wide description of the child abuse/neglect and domestic abuse incidents reported to FAP annually, by fiscal year.

Section 543 of PL 114-328, the NDAA for FY2017, further directed the Secretary of Defense to include information on each claim of retaliation in connection with a report of sexual assault (to include domestic abuse incidents) in the Armed Forces made by or against a member of such Armed Forces. This includes the narrative description and nature of each complaint, information on the complainant and alleged retaliator, and summary and determination of the investigation. Section 536 of PL 116-92 of the NDAA for FY2020 directs the Secretary to prescribe procedures under which a victim who files a restricted report on an incident of sexual assault (to include domestic abuse incidents) may request, at any time, the return of any personal property of the victim obtained as part of the sexual assault forensic examination. Section 543 of PL 113-291, DoDI 5505.18, “Investigation of Adult Sexual in the Department of Defense,” and Under Secretary of Defense for Personnel and Readiness memorandum, “Procedures to Implement the “Catch a Serial Offender Program,” issued June 10, 2019. Section 536 of PL 115-232 establishes the requirement for the option of expedited transfer to be made available to victims of domestic abuse.

Department of Defense Instruction (DoDI) 6400.06, “DoD Coordinated Community Response to Domestic Abuse Involving DoD Military and Certain Affiliated Personnel” sets forth the policies for the implementation and execution of the FAP to include programs consistent with the procedures outlined in Section 3 of the DoDI; and ensuring the implementation, monitoring, and evaluation of the program at all levels of military command.

Other authorities:

DoD Instruction 6400.01, Family Advocacy Program; DoD Manual 6400.01, Volume 1, Family Advocacy Program: FAP Standards; Air Force Instruction 40-301; OPNAVINST 1752.2C; Army Regulation 608-18; Marine Corps Order 1754.11A.

2. Use of the Information

Respondents to the collection are military members, associated family members (18 years or older) that are dependents of a military member, U. S. civilians who may be a former spouse or intimate partner with the military member, Reserve and National Guard members who are victims of domestic abuse while performing in active service in accordance with (IAW) Title 10, U.S.C., and DoD civilians or DoD contractors who are eligible to receive military healthcare OCONUS who have been referred to the installation FAP after a reported incident of domestic abuse. Respondents may also self-refer to FAP. The purpose of the collection is to determine eligibility for FAP services and to initiate advocacy and clinical services through FAP. Upon reporting an incident of domestic abuse (emotional, physical or sexual abuse, or neglect), the victim is provided with the DD Form 2967, *Domestic Abuse Victim Reporting Option Statement*, to make an official report. In making an official report, information is collected during a clinical interview with the respondent and is entered into the military Service's clinical case record system by either the FAP clinical provider or a data specialist, depending on the staffing of the installation FAP. The respondent may also complete the DD Form 2967 with a DAVA if the individual is seen during non-business hours and/or depending on installation staffing and protocol.

This collection of information is necessary for documenting decisions on whether the respondent has elected to file a restricted or unrestricted report. Service members and military dependents 18 years and older who have experienced domestic abuse have two reporting options: unrestricted or restricted. If an individual elects unrestricted reporting, an investigation is triggered. Non-military or federal employee victims of domestic abuse involving members of the Armed Forces may only file an unrestricted report. If domestic abuse occurs involving a non-military or federal employee victim and is first reported to civilian law enforcement, information on these members of the public may also be collected as part of an unrestricted report. This document is filed IAW the appropriate Office of the Secretary of Defense (OSD) and military departments' FAP System of Records Notice (SORN).

When a restricted report is filed by a victim eligible to receive medical care from the DoD, they will have access to both immediate and ongoing victim advocacy and FAP clinical services without a report being made to command or law enforcement. In cases of an unrestricted report filed by a victim eligible to receive medical care from the DoD, they remain eligible to receive advocacy and counseling services from the FAP and command and law enforcement will be notified. The information collected for the form in unrestricted report cases may be used to initiate an investigation, and subsequently make an incident status determination following the Incident Determination Committee procedures and processes outlined in DoD Manual 6400.01, Volume 3. If an incident meets the definitions outlined in DoDM 6400.01, Volume 3, the incident is subject to entry into the Central Registry (DoDM 6400.01, Volume 2).

The FAP Central Registry is designed to capture reliable and consistent information on child abuse and neglect and domestic abuse incidents reported to FAP from each of the Military Services. DoDM 6400.01, Volume 2, "Family Advocacy Program: Child Abuse and Neglect and Domestic Abuse Incident Reporting System," directs Military Service FAPs to track incidents of

child abuse and neglect and domestic abuse that meet criteria for abuse. Each Military Service maintains a comprehensive clinical case management system, which includes the required data elements extracted and submitted quarterly to the Defense Manpower Data Center (DMDC).

Per DoD policy, DMDC operates the DoD FAP Central Registry and provides OSD FAP with aggregate data, which are the basis of the annual reports. The DoD FAP Central Registry contains information on: (1) reports of abuse that did not meet objective, standardized criteria for child abuse and neglect or domestic abuse, in which identifiable individual information is not tracked; and (2) reports of abuse that do meet objective, standardized criteria for child abuse and neglect or domestic abuse, in which identifiable individual information is linked to Service members, their family members, and the abuser.

Information on reported instances of retaliation as a result of unrestricted reporting of domestic abuse by or against a Service member is a new requirement and is also collected on the DD Form 2967. FAP is required to provide support and information to victims who report retaliation and assist the victim in processing their complaint IAW Section 1709 of PL 113-66.

This information is collected to ensure victims are aware of their reporting options, available services, to provide case management support, and fulfill Congressional reporting requirements. Records may also be used as a management tool for statistical analysis, tracking, reporting, evaluating program effectiveness, conducting research, and case and business management. At the DoD level, only de-identified data is used to respond to mandated congressional reporting requirements.

3. Use of Information Technology

Zero percent of the responses are collected electronically. The information captured using the DD Form 2967 is collected when the victim elects to make an unrestricted or restricted report of domestic abuse with the assistance of a qualified FAP staff member. Electronic collection is not possible due to the fillable form not presently allowing for digital signature. Furthermore, FAP offices have limited technology available to allow for digital signature due to the form being completed when the victim is electing to make an official report—which could be during an office, a visit in the community, or at another private location where electronic responses may not be feasible.

System modernization efforts are presently underway in DOD FAP to address the Section 594 of NDAA FY2000 requirement.

4. Non-duplication

The information obtained through this collection is unique and is not already available for use or adaptation from another cleared source.

Each military Service maintains a number of systems that support the various communities involved in providing support to victims of domestic abuse and other response elements to

include criminal investigative and legal communities. A system to consolidate and centralize this data Section 594 of NDAA FY2000, does not exist. The lack of such a system would make cradle-to-grave case management, reporting, accurate trend analysis on the efficiency of training programs, and victim care difficult and labor intensive. The current service systems and status are as follows:

- a. The Department of the Army's Family Advocacy System of Records (FASOR) captures reports of clinical services to include the assessment, intervention and treatment associated with victims of domestic abuse, to include restricted and unrestricted reports.
- b. The Department of the Army's Family Web Portal captures prevention services data related to victim advocacy support provided to victims of domestic abuse, to include restricted and unrestricted reports.
- c. The Department of the Army's Army Law Enforcement Reporting and Tracking System is currently deployed and captures investigative and legal information.
- d. The Department of the Navy's Fleet and Family Support Management Information System (FFSMIS) is the official information management system for the Commander, Navy Installation Command, Fleet and Family Support Programs. FFSMIS is five systems in one: (1) a case management, (2) a client management system, (3) a program management system, (4) a Central Registry system, and (5) a command management system. Reports of domestic abuse made to FAP for restricted and unrestricted reports are housed in FFSMIS.
- e. The Department of the Navy's Consolidated Law Enforcement Operations Center is currently deployed and captures investigative and legal information.
- f. The Department of the Air Force's Family Advocacy System of Records (FASOR) is the case management system used for case management of FAP cases.
- g. The Department of the Air Force's Investigative Information Management System is currently deployed and captures case investigative information.

These sources of data are military Service specific and not DoD-wide systems. Additionally, these Service-level systems lack the capability to run reports to meet current congressional and Departmental reporting requirements pertaining to restricted and unrestricted reports of domestic abuse to include information about the victim being advised of their rights, provided with information about the CATCH program, reporting retaliation, expedited transfers, and clear information about reporting requirements for restricted and unrestricted reporting, respectively (to include when command involvement and law enforcement initiation of an investigation occurs).

5. Burden on Small Businesses

This information collection does not impose a significant economic impact on a substantial number of small businesses or entities.

6. Less Frequent Collection

Collection of the information is completed on an as required basis. When a victim of domestic abuse comes forward to make an official report of domestic abuse to FAP or through the military healthcare system, the victim with the assistance of a DAVA or FAP clinical provider, is provided a copy of the DD Form 2967. An official report of domestic abuse made directly from the victim requires the completion of a DD Form 2967 IAW DoDI 6400.06, if the abuse has not already been reported to an official military or civilian agency.

FAP averages approximately 15,000 unrestricted reports and 5,000 restricted reports of domestic abuse per fiscal year. The number of reports per installation that has a FAP office and/or referrals to FAP from geographically isolated or individual augment locations varies. The inability to complete the collection would impact policy compliance, program execution, and Congressional requirements.

7. Paperwork Reduction Act Guidelines

This collection of information does not require collection to be conducted in a manner inconsistent with the guidelines delineated in 5 CFR 1320.5(d)(2).

8. Consultation and Public Comments

Part A: PUBLIC NOTICE

A 60-Day Federal Register Notice (FRN) for the collection published on Monday, February 2, 2026. The 60-Day FRN citation is 91 FRN 4532.

No comments were received during the 60-Day Comment Period.

A 30-Day Federal Register Notice for the collection published on Wednesday, June 17, 2026. The 30-Day FRN citation is 91 FRN 36578.

Part B: CONSULTATION

No additional consultation apart from soliciting public comments through the Federal Register was conducted for this submission.

9. Gifts or Payment

No payments or gifts are being offered to respondents as an incentive to participate in the collection.

10. Confidentiality

A Privacy Act Statement is located at the top of DD2967. When respondents provide information for benefit determination and for clinical services, they receive copies of the Privacy Information Act and the Health Information Portability and Protection Act (HIPPA) from the installation FAP provider.

The Central Registry falls under the Defense Manpower Data Center Data Base (April 16, 2019, 84 FR 15605) Privacy Act System of Records Notice (SORN) DMDC 01 which can be found at <https://dpcl.d.defense.gov/Portals/49/Documents/Privacy/SORNs/OSDJS/DMDC-01.pdf?ver=2019-04-18-091612-550>).

This information collection requires System of Record Notices (SORNs). The SORNs are:
<https://pclt.defense.gov/DIRECTORATES/Privacy-and-Civil-Liberties-Directorate/Privacy/SORNsIndex/Article/4011570/f044-af-sg-q/>
<https://pclt.defense.gov/DIRECTORATES/Privacy-and-Civil-Liberties-Directorate/Privacy/SORNsIndex/Article/4009445/n01752-1/>
<https://pclt.defense.gov/DIRECTORATES/Privacy-and-Civil-Liberties-Directorate/Privacy/SORNsIndex/Article/4013020/a0608-18-dasg/>
<https://www.federalregister.gov/documents/2019/10/09/2019-22078/privacy-act-of-1974-system-of-records>

A copy of the Services PIA has been provided with this package for OMB's review.

Records Retention and Disposition Schedule:

(1) Input/source records are deleted or destroyed after data have been entered into the master file or when no longer needed for operational purposes, whichever is later. Exception: Apply NARA approved disposition instructions to the data files residing in other DMDC data bases.

(2) The Master File is retained permanently. At the end of the fiscal year, a snapshot is taken and transferred to the National Archives in accordance with 36 CFR part 1228.270 and 36 CFR part 1234.

(3) Output records (electronic or paper summary reports) are deleted or destroyed when no longer needed for operational purposes. Note: This disposition instruction applies only to record keeping copies of the reports retained by DMDC. The DoD office requiring creation of the report should maintain its record keeping copy in accordance with NARA approved disposition instructions for such reports.

(4) System documentation (codebooks, record layouts, and other system documentation) are retained permanently and transferred to the National Archives along with the master file in accordance with 36 CFR part 1228.270 and 36 CFR part 1234

11. Sensitive Questions

As stated, victims of domestic abuse have two options when reporting information regarding an incident. Victims may consent to a full collection of information, which will initiate an investigation through the election of the unrestricted reporting option. Alternatively, victims may report in a way that enables them to receive assistance without initiating an investigation

through the election of a restricted report. If a victim elects the restricted reporting option, no PII will be collected but full or limited FAP services may be available. Non-military or federal employee victims of domestic abuse involving members of the Armed Forces may only file an unrestricted report, with the exception of adult military dependents. In this way, no collected information violates the Privacy Act, as implemented by DoD 5400.11-R.

If an individual elects the unrestricted reporting option, PII elements collected include race and ethnicity.

By the very nature of the system, information regarding domestic abuse is collected. All information on domestic abuse, however, is collected per Congressional requirements. Additionally, race and ethnicity categories are in compliance with those outlined in DoD Manual 7730.47-M, Volume 1, "Defense Incident-Based Reporting System (DIBRS): Data Segments and Elements," a copy of which is included with this package.

12. Respondent Burden and its Labor Costs

Part A: ESTIMATION OF RESPONDENT BURDEN

1) Collection Instrument

[DD Form 2967]

- a) Number of Respondents: 20,000
- b) Number of Responses Per Respondent: 1
- c) Number of Total Annual Responses: 20,000
- d) Response Time: 1.25 hours
- e) Respondent Burden Hours: 25,000 hours

2) Total Submission Burden

- a) Total Number of Respondents: 20,000
- b) Total Number of Annual Responses: 20,000
- c) Total Respondent Burden Hours: 25,000 hours

Part B: LABOR COST OF RESPONDENT BURDEN

1) Collection Instrument

[DD Form 2967]

- a) Number of Total Annual Responses: 20,000
- b) Response Time: 1.25 hours
- c) Respondent Hourly Wage: \$28.35
- d) Labor Burden per Response: \$35.44
- e) Total Labor Burden: \$708,800

2) Overall Labor Burden

- a) Total Number of Annual Responses: 20,000
- b) Total Labor Burden: \$708,800

The Respondent hourly wage was determined by using the U.S. Bureau of Labor Statistics website: <https://www.bls.gov/oes/tables.htm>

13. Respondent Costs Other Than Burden Hour Costs

There are no annualized costs to respondents other than the labor burden costs addressed in Section 12 of this document to complete this collection.

14. Cost to the Federal Government

Part A: LABOR COST TO THE FEDERAL GOVERNMENT

1) Collection Instrument

[DD Form 2967]

- a) Number of Total Annual Responses: 20,000
- b) Processing Time per Response: 2.25 hours
- c) Hourly Wage of Worker(s) Processing Responses: \$41.66
- d) Cost to Process Each Response: \$93.74
- e) Total Cost to Process Responses: \$1,874,700

2) Overall Labor Burden to the Federal Government

- a) Total Number of Annual Responses: 20,000
- b) Total Labor Burden: \$1,874,700

Part B: OPERATIONAL AND MAINTENANCE COSTS

1) Cost Categories

- a) Equipment: \$0
- b) Printing: \$20,000
- c) Postage: \$0
- d) Software Purchases: \$0
- e) Licensing Costs: \$0
- f) Other: \$0

2) Total Operational and Maintenance Cost: \$20,000

Part C: TOTAL COST TO THE FEDERAL GOVERNMENT

1) Total Labor Cost to the Federal Government: \$1,874,700

2) Total Operational and Maintenance Costs: \$20,000

3) Total Cost to the Federal Government: \$1,894,800

15. Reasons for Change in Burden

There has been no change in burden since the previous approval.

16. Publication of Results

This information collection will not be directly published as a DoD publication or for external publication. Rather, the information collected is a part of the larger requirement to collect information during the clinical assessment and advocacy services, which is subsequently used during the Incident Determination Committee to reach an incident status determination. Thereafter, when a case meets or does not meet criteria, it is entered into the military department's respective Central Registry. Aggregate results from the DOD Central Registry is published in the DoD Report on Child Abuse and Neglect and Domestic Abuse in the Military on April 30th of each year.

The most recent report can be accessed at <https://www.militaryonesource.mil/data-research-and-statistics/reports/family-advocacy-program/>. Data pertaining to child sexual abuse and domestic abuse-related sexual assault are also published as appendices to the Annual Report on Sexual Assault in the Military and can be accessed at: <https://www.sapr.mil/reports>. These publications meet the requirements set forth in section 574 of FY 2017 NDAA and section 538 of FY 2018 NDAA, respectively.

17. Non-Display of OMB Expiration Date

We are not seeking approval to omit the display of the expiration date of the OMB approval on the collection instrument.

18. Exceptions to "Certification for Paperwork Reduction Submissions"

We are not requesting any exemptions to the provisions stated in 5 CFR 1320.9.