

Date/Time	Location	Interviewee Name	Interviewee Position	Contact Information

US Army Legal Investigation – Evidence Gathering

Privacy Act

Pursuant to 10 USC 3013 and Army Regulation 15-6, we request this information. This information will be used to evaluate the facts and circumstances currently under investigation. Your response is not mandatory. However, your failure to respond will require that we evaluate this matter without benefit of your input. This information will be used in determining the appropriateness of any action, including adverse administrative action. Department of Defense employees, acting within their official capacity, who have a need to know this information, will have access to this information. This information may be used as the basis for adverse personnel action, and documents reflecting this information and such action may be filed in your official personnel files.

Privacy Act Statement provided in writing and affidavit signed (document attached).

Sworn statement

Investigating Officer – “Do you swear/affirm that the evidence you shall give in the case now being investigated shall be the truth, the whole truth, and nothing but the truth, so help you God?” Witness – “I do”

Interviewee General Narrative Statement (Who, What, Where, When, Why, How) – type here and then copy and paste this information into the DA 2823 form. Alternately print this page out and have the respondent sign and date on the line at the bottom of each page.

Specific Questions (standard) - type the answers to all of the questions here and then copy and paste this information into the DA 2823 form. Once it is complete cross out the open space on the page and write “nothing follows”. Alternatively print this page out and have the respondent sign and date on the line at the bottom of each page.

1. What is the general attitude of XXX towards XXX?
2. Are you aware of any specific instances of criminal activity committed by XXX?
3. Do you have any other evidence, such as photographs, Memoranda for Record, or other documents, that you wish to provide?
4. Is there anything else that you wish to say?

Closing

1. Please do not discuss your testimony with others.
2. If necessary, you may be contacted again for further information
3. DA 2823 Sworn Statement form (including affidavit) completed (document attached).

Signature

Date

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