

**GCMA LETTER TO COMPLAINANT**

From: (General court-martial authority)  
To: (Complainant)  
Via: (Commanding Officer \_\_\_\_\_)

Subj: COMPLAINT OF WRONGS UNDER ARTICLE 138, UCMJ (ARTICLE 1150, U.S. NAVY REGULATIONS (1990)) BY (COMPLAINANT)

Ref: (a) Article 138, UCMJ (article 1150, U.S. Navy Regulations)  
(b) JAGMAN Chapter III

1. As the general court-martial authority over the respondent under references (a) and (b), I have reviewed your complaint and have conducted an appropriate inquiry regarding your allegations.
2. (Discuss allegations raised in the complaint.)
3. (Discuss results of inquiry and determination of whether allegations have merit or are without merit.)
4. (Discuss relief granted or state that relief is denied.)
5. (Additional discussion, including identifying other avenues of relief, as appropriate.)
6. As required by section 0307k of reference (b), I have forwarded a report of your complaint and the proceedings held thereon to the Secretary of the Navy, who will act as the final review authority in your case.

(name of GCMA)

A-3-d

**Change**

**3**