



DEPARTMENT OF THE ARMY
UNITED STATES ARMY COMBINED ARMS SUPPORT COMMAND
2221 ADAMS AVENUE
FORT LEE VIRGINIA 23801-2102

AUG 07 2015

ATCL-CG

CASCOM Policy 15-01

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commander's Open Door Policy

1. Reference. Army Regulation 600-20 (Army Command Policy), 6 November 2014.
2. I wish to remind all Soldiers and Civilians that my door is always open. If anyone wishes to inform me of a situation, has a problem they are having difficulty solving, or if they have a complaint about something in the system, they are more than welcome to see me to discuss any issue, matter, or situation.
3. I only request two things:
 - a. Make every attempt to have your Chain of Command help you first. There are many competent leaders in the command who can assist you in your needs. The Chaplain, Staff Judge Advocate (JAG), and the Inspector General (IG) have these responsibilities as their primary mission. Most importantly, your immediate supervisor is the place to begin.
 - b. Coordinate your visit with your Chain of Command and the SGS, my Executive Officer, my secretary, or my Aide-de-Camp. You are not required to obtain anyone's permission or discuss the purpose of your visit; however, you must inform your immediate supervisor that you are coming to see me. To expedite the process, be sure to make an appointment through the command Executive Officer at 734-1590. I will not tolerate reprisal against members who seek my advice or assistance.
4. A copy of this policy will be permanently posted on each unit bulletin board and on the CASCOM Command Policies and News website. This policy letter is effective until superseded.

A handwritten signature in black ink, appearing to read "Darrell K. Williams".

DARRELL K. WILLIAMS
Major General, US Army
Commanding

DISTRIBUTION:
LEE KEY