AMIM-BAG-ZA (1oo)

MEMORANDUM FOR All USAG Bavaria Military and Civilian Personnel, and Family Members

SUBJECT: SAG Bavaria Policy Memorandum #1, Commander's Open Door

1. Reference: Army Regulation 600-20, Army Command Policy.

2. Enduring base operations support to Soldiers, Department of the Army (DA) Civilians, Family members and Local National employees is one of my top priorities as Commander of USAG Bavaria. By listening and responding to the concerns of Soldiers and Civilians, the chain of command fosters an atmosphere that is essential to maintaining a community of excellence.

3. I encourage everyone to try to resolve problems at the lowest level possible. I recognize that there may be times when an individual is confronted with a problem that he or she believes must be addressed by someone outside his or her immediate chain of command. In those instances, I will do my best to provide a solution or make a decision that is in the best interest of the individual, the USAG Bavaria, and the United States Army.

4. It is not necessary to receive approval from the chain of command before seeing me on open door matters, but Soldiers will advise their chain of command and Civilians will notify their supervisory chain of their intent to seek my assistance.

5. I will make myself and the Command Sergeant Major (CSM) available to discuss professional or personal concerns with any Soldier, Civilian or Family member assigned to USAG Bavaria. My intent is to provide every means within this command for people to resolve their problems.

6. USAG Bavaria Soldiers, DA Civilians, Local National employees, or Family members desiring to see me and the CSM under the open door policy should contact my administrative assistant at DSN 526-1300, Civ. 09641-70526-1300 and schedule an appointment.

KEVIN A. POOLE
COL, AG
Commanding