



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON, FORT CAVAZOS  
1001 761ST TANK BATTALION AVENUE  
FORT CAVAZOS TX 76544-5002

24 JUL 2023

AMIM-CAG-ZA (100)

MEMORANDUM FOR Headquarters and Installation Service Directorates/Offices Reporting Directly to USAG Fort Cavazos

SUBJECT: Garrison Open Door Policy

1. Reference AR 600-20, (Army Command Policy), 24 July 2020.
2. Applicability. This policy is applicable to all civilian and military personnel assigned to and/or under the operational control of the US Army Garrison Fort Cavazos.
3. Policy. All civilian and military personnel of this organization can personally speak with the Garrison Commander to present facts, concerns, problems of a personal or professional nature or other issues that the individual has been unable to resolve at a lower level.
4. Procedures.
  - a. Anyone wishing to use the open-door policy should contact my administrative assistant at commercial (254) 286-6669 or DSN 556-6669 to schedule an appointment. If requested, the appointment will be recorded as a confidential entry on my daily calendar.
  - b. All civilian and military personnel are encouraged to make full use of the chain of command to resolve problems. Most problems are handled most effectively at the lowest possible level in the chain of command. I highly encourage this means as the first avenue of problem solving and resolution.
  - c. This policy memorandum will be permanently posted on all official bulletin boards.
5. Proponent. The Garrison Commander is the proponent for this policy.
6. Expiration. This policy memorandum supersedes previous policy and will remain in effect until superseded or rescinded.

  
LAKICIA R. STOKES  
Colonel, LG  
Commanding

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