



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT JACKSON
2400 JACKSON BOULEVARD
FORT JACKSON, SOUTH CAROLINA 29207-5015

AMIM-FJG-EE (690-12)

28 June 2023

MEMORANDUM FOR All Personnel, United States Army Garrison (USAG), Fort Jackson, SC

SUBJECT: USAG Policy Memorandum #6 - Garrison Commander's Open Door Policy

1. REFERENCE: AR 600-20 (Army Command Policy)

2. PURPOSE: To define and establish the United States Army Garrison (USAG) Fort Jackson Commander's Open Door Policy.

3. APPLICABILITY: This policy applies to all Civilian or military personnel assigned or attached to the USAG Fort Jackson area of responsibility.

4. POLICY:

a. Soldiers and Civilians are responsible to ensure their commander or supervisor is made aware of problems that affect discipline, morale, and mission effectiveness. An open door policy allows members of the command to present facts, concerns, and problems of a personal or professional nature or other issues that the Soldier or Civilian has been unable to resolve.

b. My command is open; however, I expect and have confidence that, first, the subordinate chain of command will properly address all issues arising within USAG Fort Jackson.

c. If these individuals cannot resolve the issue, I will do all that I can for a resolution. To schedule an appointment, contact my office at 803-751-7613. Every effort will be made to schedule an appointment as soon as possible. Soldiers pending judicial or adverse action must coordinate through the Office of the Staff Judge Advocate to make an appointment.

5. PROPONENT: Fort Jackson Equal Employment Opportunity (EEO) Office at 803-751-5443 / 4935 / 5587 or 4036.

A handwritten signature in black ink, appearing to read "Timothy R. Hickman", is located below the text of the memorandum.

TIMOTHY R. HICKMAN
COL, AG
Commanding