



DEPARTMENT OF THE ARMY
U.S. ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT STEWART/HUNTER ARMY AIRFIELD
1791 GULICK AVE., BLDG. 709
FORT STEWART, GEORGIA 31314

AMIM-SHG-ZA (620)

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: U.S. Army Garrison Fort Stewart and Hunter Army Airfield Policy #1, Open Door Policy

1. REFERENCE. Army Regulation 600-20 (Army Command Policy).
2. PURPOSE. To ensure command awareness of situations or issues that affect discipline, morale, and mission effectiveness.
3. APPLICABILITY. This policy applies to all Soldiers and Army Civilians assigned or attached to the U.S. Army Garrison (USAG), Fort Stewart and Hunter Army Airfield and to all Family Members residing in the USAG Fort Stewart and Hunter Army Airfield Area of Responsibility that have issues relating to the Garrison.
4. POLICY. I am committed to addressing the concerns of all members of our command. I encourage you to give your chain of command or supervision first chance at resolving your concern or issue. Your supervisory chain often knows more about you and your job than anyone else and may be in the best position to handle the situation quickly and satisfactorily. If you are not comfortable with that approach for any reason, or if you are not satisfied that your chain of command or supervision has given your concern the attention it deserves, my door stands open to any member of IMCOM who wishes to present concerns or problems that may require my personal attention.
5. This policy does not apply to disciplinary issues and issues appropriately addressed by an existing procedure, a subordinate command, or a staff principal. Examples include, but are not limited to, equal employment opportunity and/or equal opportunity issues, Army Regulation 15-6 investigations, reassignments, inspector general inquiries, Civilian grading and evaluation issues, or any active union grievances.
6. To schedule an appointment, please contact my office at (912) 767-7030. My administrative assistant will make every effort to schedule an appointment as soon as possible.
7. PROPONENT. The proponent for this policy is the Garrison Executive Officer, commercial (912) 767-2864.

MARC J. AUSTIN
COL, IN
Commanding

DISTRIBUTION:
Cdr, HAAF Garrison
Cdr, HHC, USAG
Garrison Directorates