



DEPARTMENT OF THE ARMY
3RD INFANTRY DIVISION SUSTAINMENT BRIGADE
2015 GULICK AVENUE BLDG 728A
FORT STEWART GA 31314

AFZP-VS-CDR

22 June 2023

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Brigade Policy Letter Number 1 – Brigade Commander's Open Door Policy

1. References: Army Regulation 600-20 (Army Command Policy) 24 July 2020

2. My door is always open to Soldiers, Civilians, and Family members. If you wish to discuss personal or professional concerns with me, that you cannot resolve, please feel free to do so. Before meeting with me, I ask that you seek assistance from your chain of command or other leaders, including the Military Equal Opportunity Advisor, Chaplain, or Brigade Judge Advocate. If you feel a meeting with me is necessary after seeking other assistance, please have your Commander schedule an appointment with me.
3. Please inform your chain of command if you intend to use the open-door policy. Although you are not required to obtain permission or discuss the purpose of your visit, you must inform your immediate supervisor.
4. This policy will not be used to circumvent judicial, non-judicial, or administrative processes. For example, if you are pending administrative separation, I will not meet with you to discuss the separation. Similarly, if you received an Article 15, you may file an appeal.
5. MAJ Monica Rucker, BDE S-1, at monica.c.rucker.mil@army.mil serves as the point of contact for this policy.


JENNIFER MCDONOUGH
COL, LG
Commanding

DISTRIBUTION:

Commander, Division Sustainment Troops Battalion
Commander, 87th Division Sustainment Support Battalion