



DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND
JOINT BASE LEWIS-MCCHORD YAKIMA TRAINING CENTER
970 FIRING CENTER ROAD
YAKIMA, WA 98901-9399

IMLM-YTC-ZA

19 June 2020

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Yakima Training Center (YTC) Policy Statement #1, Commander's Open Door Policy

1. Reference. Army Regulation 600-2, Army Command Policy, dated 22 October 2014.
2. As a commander, I am committed to addressing the concerns of all members of my command that are unable to be resolved through other channels. Although I am a strong advocate of using the chain of command and supervisory chain to resolve issues, I am available to discuss any issue that requires my personal attention. This right will not be denied by any supervisor.
3. Although steps must be taken to rectify or at least allow supervisors the opportunity to address the grievance before seeking council with me. I am here to unyieldingly support every member of the YTC team, as such, I will make myself available to every team member.
4. If an employee is pending disciplinary action, I must stay removed to remain an objective appeal or deciding official.
5. Point of contact for this policy is the YTC Deputy to the Garrison Commander, 509-577-3201.


LUKE A. WITTMER
LTC, SF
Commanding

This policy statement supersedes Policy Statement 1 dated 31 August 2016.