DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON MANNHEIM
UNIT 29901
APO AE 09086-9901

IMEU-MAN-HR 10 January 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Army Garrison Mannheim Command Policy # 6, Open Door

1. Purpose. To provide information concerning the United States Army Garrison (USAG) Mannheim Commander's Open Door Policy.

2. Applicability. This policy applies to all Service members, Civilians, retirees, and family members residing within the USAG Mannheim area of responsibility (AOR).

3. Policy.

a. The accomplishment of the USAG Mannheim's mission is vital in times of both war and peace. So much of what we do impacts directly on the well-being of everyone in the Mannheim Military Community.

b. It is because of the nature of this mission that my door is always open to Soldiers, Civilian employees, and family members.

c. Although my door is always open, I would like for anyone wishing to speak with me to first use his or her designated chain of command or supervisory chain. Most problems can best be solved at the immediate supervisor or unit level. However, this is not a requirement. We reserve 1400-1500 every Thursday for this purpose. If this time is not convenient for you, call the Garrison Secretary at DSN 380-1500/CIV 0621-730-1500 to schedule some time with me.

d. If it is perceived that the chain of command is not sensitive to an issue or would otherwise hinder the resolution of a problem, feel free to bring it directly to my attention.

4. The proponent for this policy is the USAG Mannheim Directorate of Human Resources at DSN 380-1550/CIV 0621-730-1550.

MELISSA A. STURGEON
LTC, MI
Commanding

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