



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON JAPAN
UNIT 45006
APO AREA PACIFIC 96343-5006

COMMAND POLICY
600

IMJN-AO

5 December 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commander's Open Door Policy

1. REFERENCE. Army Regulation (AR) 600-20, Army Command Policy, 18 March 2008.
2. PURPOSE. This policy addresses the procedure and guidance for utilizing my open door policy.
3. APPLICABILITY. This policy applies to all personnel of the U.S. Army Garrison Japan (USAG-J), and other units or activities attached for the purpose of providing support.
4. GENERAL. All commanders, directors, and staff will ensure that personnel in their units/organizations are briefed and understand the policy.
5. POLICY.
 - a. It is important to the success of our mission and to our individual well-being that problems, real or perceived, be promptly addressed. Most problems can and should be rapidly resolved through established supervisory channels. Occasionally, however, issues arise that are of such a nature as to cause individuals to feel that they cannot comfortably use the chain of command. For this reason, my door is always open to listen and help resolve issues.
 - b. Should circumstances require you to meet with me, contact my admin assistant at 263-4866 to schedule an appointment. No one will suffer any negative repercussions for utilizing the open door policy.
6. This command policy supersedes USAG-J Command Policy 600, 1 August 2011, and will remain in effect until rescinded or superseded.


JOY D. CURRIERA
COL, AG
Commanding

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