



DEPARTMENT OF THE ARMY  
CHIEF OF ENGINEERS  
2600 ARMY PENTAGON  
WASHINGTON DC 20310-2600

DAEN-ZA

24 SEP 2000

COMMANDING GENERAL'S POLICY MEMORANDUM #1

SUBJECT: Open Door Policy

1. 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 supervisory chain of command to resolve issues arising in USACE units and organizations, I am available to discuss any issue that requires my personal attention.
2. Any member of this command requesting to discuss an issue with me may use the anonymous mailbox on the USACE intranet page, or may contact the Executive Office via phone, email, or in person to schedule an appointment.
3. This policy does not apply to disciplinary matters or issues appropriately addressed by an existing procedure, a subordinate command, or a staff principal. Examples include, but are not limited to, the Equal Employment Opportunity complaints process, Engineer Inspector General requests for assistance, substantive legal issues, and Civilian grading, reassignment, and grievance issues through the Management-Employee Relations Program.

A handwritten signature in black ink, reading "Scott A. Spellmon".

SCOTT A. SPELLMON  
Lieutenant General, USA  
Chief of Engineers