



**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, 4TH INFANTRY DIVISION AND FORT CARSON**  
**6105 WETZEL AVENUE, BLDG 1435**  
**FORT CARSON, COLORADO 80913-4289**

AFYB-CG

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: Open Door Policy**

**1. References.**

a. Army Regulation (AR) 600-20, Army Command Policy, paragraph 2-2, 6 November 2014.

b. FORSCOM Commanding General Policy Memo 1, Open Door Policy, 29 April 2016.

c. III Corps Commanding General's Policy Letter # 4, Open Door Policy, 15 December 2014.

**2. Applicability.** This policy applies to all military personnel, active or reserve, assigned or attached to 4th Infantry Division and Fort Carson units, tenant activities, regardless of location, as well as their Family members and Civilian employees.

**3. Purpose.** This policy allows members of the command to present facts, concerns, and problems of a personal or professional nature or other issues that the member has been unable to resolve.

**4. Policy.** I am fully committed to addressing the concerns of all members of my command that are unable to be resolved through other channels. I am available to discuss any issue that requires my personal attention. This policy does not supersede regulatory procedures for specific issues. Examples of such issues include, but are not limited to, ongoing disciplinary actions, equal employment opportunity, reassignments, Inspector General Inquiries, and Civilian grading issues and grievances.

a. Utilization of this policy is considered a form of protected communication and no person will restrict any other person from making a protected communication.

b. Military personnel and Civilian employees will be free from reprisal for making or preparing a protected communication.

c. Open Door appointments can be scheduled through the Secretary of the General Staff at 719-503-0010.

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d. Alternatively, members of the command may contact the CG's Hotline at 719-526-2677 or at <http://www.carson.army.mil/cg-hotline.php>.

e. Commanders will establish an open door policy within their commands in accordance with AR 600-20, paragraph 2-2.

5. Proponent. Any questions or comments can be directed to the Secretary of the General Staff at 719-503-0010.

6. Expiration. This policy remains in effect until superseded or rescinded.



RANDY A. GEORGE  
Major General, USA  
Commanding

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