



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, 2d BRIGADE COMBAT TEAM, 1st ARMORED DIVISION
20500 COLD WAR ROAD
FORT BLISS, TX 79918

AFAD-BCT-CDR

21 December 2012

MEMORANDUM FOR SEE DISTRIBUTION



SUBJECT: Policy #2 — Open Door Policy

1. I am willing to discuss matters with any member of this command.
2. My intent is to listen to concerns and assist with solutions that are in the best interest of the individual, the unit, and this command. It is my experience that most solutions are generated by the individual's immediate chain of command. While I do not require an individual to obtain chain of command approval prior to seeking a meeting with me, I do request that individuals use the chain of command and give leaders every reasonable opportunity to solve problems at the lowest possible level. Individuals should exhaust every possible option before requesting a meeting with me under this policy.
3. My duties require frequent absences from the office and from the installation. Enlisted Soldiers should coordinate meetings under this policy through the Brigade Command Sergeant Major in order to ensure the command finds a timely solution. Similarly, Officers and Family Members should coordinate meetings under this policy through the Brigade Adjutant.
4. This policy memorandum is applicable to all personnel assigned or attached to 2d Brigade Combat Team, 1st Armored Division, Department of the Army civilians or other civilians operating in support of the Iron Brigade, and Family Members of Iron Brigade Soldiers. Commanders will ensure widest dissemination of this policy.
5. This policy is effective upon signature and will remain in effect until superseded or rescinded.

THOMAS DORAME
COL, AR
Commanding

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