



DEPARTMENT OF THE ARMY
SEVENTH ARMY TRAINING COMMAND
UNIT 28130
APO AE 09114-8130

AETT-CG

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Open Door Policy (Command Policy Letter 1)

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 chain of command and the supervisory chain to resolve issues arising in 7th Army Training Command units and organizations, I am available to discuss any issue that requires my personal attention.
2. I will make myself available to discuss professional or personal concerns with any Soldier, Civilian, or their Family members. My intent is to provide every means within this command for people to resolve their problems.
3. It is not necessary to receive approval from the chain of command before meeting with me on open door matters. However, Soldiers should advise their chain of command, and Civilians are encouraged to notify their supervisory chain, of their intent to seek my assistance.
4. Keep in mind that disciplinary issues, and issues addressed by an existing procedure, should be allowed to reach me in accordance with established procedures. Examples include, but are not limited to: Equal Opportunity/Equal Employment Opportunity issues, Army Regulation 15-6 investigations, reassignments, Inspector General Inquiries, and Civilian grading issues and grievances.
5. To schedule an appointment under this policy, contact my office at DSN 569-8306.

Steven P. Carpenter
STEVEN P. CARPENTER
Brigadier General, USA
Commanding

29 JUN 2023.

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