



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
HEADQUARTERS, 428<sup>th</sup> FIELD ARTILLERY BRIGADE  
HEADQUARTERS, UNITED STATES ARMY FIELD ARTILLERY SCHOOL  
FORT SILL, OKLAHOMA 73503-5000



ATSF-B

12 September 2008

MEMORANDUM FOR All 428<sup>th</sup> Field Artillery Brigade Personnel

SUBJECT: Brigade Policy Letter 002, Open Door

1. References.
  - a. AR 600-20, Army Command Policy, 1 February 2006.
  - b. USAFACFS CG Policy Memo 07-1.
2. The purpose of my open door policy is to ensure that every Soldier, civilian employee, or family member has access to meet with me. This right may not be denied at any subordinate level. I am available to discuss personal or professional issues as well as suggestions for improving the 428<sup>th</sup> Field Artillery Brigade.
3. The "open door policy" does not have a set day or time. However, I prefer enlisted Soldiers to make an appointment to see me through the Command Sergeant Major. Soldiers are always encouraged to first utilize their chain of command to resolve problems.
4. Issues that are the subject of an ongoing action caused under statutory, regulatory, or negotiated procedures, may limit what I can discuss or influence.
5. This memorandum supersedes BDE Policy # 002, dated 26 March 2008.

  
JOHN S. FANT  
COL, FA  
Commanding