



DEPARTMENT OF THE ARMY  
HEADQUARTERS, III CORPS AND FORT HOOD  
1001 761ST TANK BATTALION AVENUE  
FORT HOOD, TX 76544-5000

AFZF-CG

DEC 15 2014

**COMMANDING GENERAL'S  
POLICY LETTER # 4**

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Open Door Policy

1. **APPLICABILITY.** This policy applies to all III Corps or Fort Hood service members and civilian employees.
2. **STATEMENT OF MILITARY PURPOSE AND NECESSITY.** Commanders will establish an open door policy within their commands in accordance with AR 600-20.
3. **POLICY.** All III Corps or Fort Hood service members and civilian employees may utilize the Open Door Policy to speak with the Corps Commander. The majority of problems are handled most effectively and efficiently at the lowest possible level within the chain of command. All personnel should utilize their chain of command to resolve their problems prior to seeking an audience with the Corps Commander. Personnel who still desire to speak with the III Corps Commander after utilizing their chain of command may schedule appointments through the Chief of Staff Office at 254-287-7509.
4. **EXPIRATION.** This Command Policy Memorandum supersedes Commanding General's Policy Letter #10, IG-01, 11 April 2013, subject: Open Door Policy, and will remain in effect until superseded or rescinded.

A handwritten signature in black ink, appearing to read "Sean B. MacFarland".

SEAN B. MacFARLAND  
LTG, U.S. Army  
Commanding

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IAW FH Form 1853: A