



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
ARMY CORRECTIONS COMMAND
200 STOVALL STREET
ALEXANDRIA, VA 22332-6100

MAR 17 2010

DAPM-ACC

POLICY LETTER #4

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: ACC Policy Letter #4 – Commander's Open Door Policy

1. As a commander, I am committed to addressing the concerns of all members of our command. Although I am a strong advocate of using the chain of command and the supervisory chain to resolve issues arising in ACC units and organizations, I am available to discuss any issue that requires my personal attention.
2. This policy does not apply to disciplinary issues and issues appropriately addressed by an existing procedure. Examples include, but are not limited to, Equal Employment Opportunity issues, AR 15-6 investigations, reassignments, Inspector General inquiries and civilian grading issues and grievances.
3. Any request by a member of this command to discuss an issue with me should be addressed to the Deputy Director, ACC, in writing. The request should describe the nature of the issue, why my personal attention is required, and the steps already taken to attempt to resolve the issue. Each request will be reviewed on an individual basis.
4. This memo supersedes ACC Policy Letter #4, dated 18 May 2009.
5. Point of contact for this policy is PP Deputy Director, 703-428-7688/DSN 328-7688.

PP

COL, MP
Commanding

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