



DEPARTMENT OF THE ARMY  
HEADQUARTERS, EIGHTH ARMY  
UNIT #15236  
APO AP 96271-5236

03 OCT. 2020.

EACG

MEMORANDUM FOR All Eighth Army Soldiers and Civilians

SUBJECT: Eighth Army Command Policy Letter #1, Open Door Policy Opportunity

1. Reference. Army Regulation 600-20, Army Command Policy, 24 July 2020.
2. Purpose. To provide guidance to all Soldiers and Civilian employees in Eighth Army.
3. Background. I want all Eighth Army personnel to understand that they have access to me to seek redress concerning issues of a professional or personal nature. As such, my door remains open to all Eighth Army Soldiers, Civilian, and Family Members.
4. Discussion
  - a. I encourage every Soldier with an issue to attempt to resolve matters through his or her chain of command before using my open door policy. I firmly believe that most issues can be resolved effectively at the lowest level. On occasions in which issues are not satisfactorily resolved by the chain of command or in the event of circumstances such that the Soldier or Civilian feels a compelling need to speak directly to me, he or she may do so without fear of reprisal.
  - b. Soldiers do not require permission from their chain of command to see me. While I do not require appointments for the use of my open door policy, I ask that Soldiers and Civilians work with my personal staff or the Chief of Staff to identify the best available time to schedule a meeting.
5. Proponent. The proponent for this policy is Eighth Army Military Equal Opportunity Program Office at DSN 315-755-8502/8506/0323/0324.

A handwritten signature in black ink, appearing to read "W. M. Burleson III".

WILLARD M. BURLESON III  
Lieutenant General, USA  
Commanding