ATSH-RB 16 July 2020

MEMORANDUM FOR RECORD

SUBJECT: Policy Memorandum 20-01, Open Door Policy

1. REFERENCES: AR 600-20, Chapter 2 (RAR) November 2014, Army Command Policy (Equal Opportunity).

2. PURPOSE: To provide guidance for the Airborne & Ranger Training Brigade Open Door Policy

3. POLICY:

a. The ARTB CSM and I will speak with anyone in the Brigade and welcome concerns and feedback from all ARTB soldiers. My open door policy takes place any time scheduling or opportunity permits. Additionally, based on our geographic separation, I will also talk via telephone and should be considered available during training visits to each battalion. I encourage Solders to use the chain of command before bringing personal concerns to the Brigade CSM or me.

b. Battalion and company/detachment commanders will continue to publish open door policies.

c. A copy of this statements, as well as the company and detachment open door policy, will be prominently posted on all unit bulletin boards.

4. The point of contact for this memorandum is the Airborne and Ranger Training Brigade XO, MAJ Christopher Lofton, at (706) 544-6013 or [christopher.m.lofton.mil@mail.mil](mailto:christopher.m.lofton.mil@mail.mil).

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