



DEPARTMENT OF THE ARMY
HEADQUARTERS, US ARMY SUPPORT ACTIVITY FORT DIX
5417 ALABAMA AVENUE
FORT DIX, NEW JERSEY 08640-5000

REPLY TO
ATTENTION OF :

IMDI-ZA

JUL 16 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: US Army Support Activity – Ft Dix Command Policy Memorandum #1 -
Commander's Open Door

1. This policy memorandum supersedes Installation Command Policy Memorandum #1 -
Commander's Open Door, dated 8 March 2010.
2. REFERENCE: Army Regulation 600-20, Army Command Policy, dated 7 June 2006.
3. PURPOSE: To provide guidance to all personnel assigned or attached to the US Army
Support Activity (ASA) – Ft Dix and Devens Reserve Forces Training Area (DRFTA) on my
open door policy.
4. BACKGROUND: Every Soldier and civilian is afforded the right and opportunity to bring
suggestions, grievances and concerns that affect USASA – Ft Dix and DRFTA directly to my
attention through my open door policy.
5. DISCUSSION: I want you to feel free to approach me as I move around USASA – Ft Dix and
DRFTA; however, your chain of command continues to be the primary source for problem
resolution and assistance requests. I encourage you to use your excellent chains of command that
exist across USASA – Ft Dix and DRFTA to resolve all matters at the lowest possible level and
to allow your leaders the opportunity to assist you. Commanders, leaders and supervisors of your
unit or organization have the ability and expertise to address any issue that may arise at your
level either directly or placing you in contact with agencies who can. As the USASA – Ft Dix
Commander my focus is primarily USASA – Ft Dix and DRFTA issues, however, if you are
unsuccessful in resolving matters at the lowest level through your chain of command, you may
contact my secretary for an appointment at (609) 562-2256 or 2458.


JEFFREY A. DOLL
COL, LG
Commanding

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