



**DEPARTMENT OF THE ARMY**  
10TH ARMY AIR AND MISSILE DEFENSE COMMAND  
UNIT 25357  
APO AE 09067

AECG-AMD

18 December 2019

MEMORANDUM FOR All Personnel Assigned, Attached, or OPCON to 10th Army Air and Missile Defense Command (AAMDC)

SUBJECT: 10th AAMDC Command Policy Letter 1, Open Door Policy

1. The 10th Army Air and Missile Defense Command (AAMDC) must be prepared to deploy, fight, and win with little or no notice. By training to tough and disciplined standards while taking care of our Soldiers, Families, and Civilians, we will be prepared to meet any challenge.
2. Should a time arise when an individual desires to meet with me, I will, to the maximum extent possible, assist any member of the 10th AAMDC, including Soldiers, Family members and Civilians. My intent is to listen and assist with a solution that is in the best interest of the individual, the unit, and the Army. Although you are not required to obtain chain of command approval before speaking to me, you are encouraged to use your chain of command to attempt to resolve issues at the lowest possible level.
3. The 10th AAMDC's theater-wide mission requires frequent absences from my office and Rhine Ordnance Barracks. Therefore, individuals desiring to see me can schedule an appointment by contacting the 10th AAMDC Secretary of the General Staff (SGS) at (314) 528-7505. Enlisted Soldiers should meet with the Command Sergeant Major, 10th AAMDC, prior to seeing me. Although Soldiers do not have to discuss their situation/issues with the Command Sergeant Major, I do ask that, as a courtesy, Soldiers inform him of their desire to see me. Additionally, to further facilitate efficiency and a productive conversation, I ask that you provide your request through the SGS and describe the nature of the issue, why my personal attention is required, and what steps have been taken to address the issue up to that point. This also applies to digital communications. Please do not use electronic email as a means to circumvent this policy. If you wish to copy me on an email for situational awareness, I ask that you inform your commander before doing so when possible.
4. This policy does not apply to issues that are under disciplinary review, concern adverse personnel action, or are currently being addressed through other procedures or subordinate authorities. Examples include ongoing investigations, reassignment orders, inspector general inquiries, administrative separations, or equal opportunity (EO) or equal employment opportunity (EEO) issues, and issues relating to grades or the discipline of civilian employees.

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5. No one will prevent anyone assigned to or living in the USAREUR or 10th AAMDC areas of operations from requesting assistance from the chain of command, an inspector general, a staff judge advocate, an EO or EEO advisor, or a member of Congress.



GREGORY J. BRADY  
Brigadier General, USA  
Commanding