



DEPARTMENT OF THE ARMY
HEADQUARTERS, SOUTHEAST REGIONAL MEDICAL COMMAND
FORT GORDON, GEORGIA 30905-5650

REPLY TO
ATTENTION OF:

MCSE-CDR

11 June 2002

MEMORANDUM FOR All Personnel, Southeast Regional Medical Command

SUBJECT: Commanding General's Policy Memorandum No. 1 - Open-Door Policy

1. Periodic inquiries are made of my office from members of the command, family members and other individuals or groups. The inquiries cover a myriad of problems and the entire spectrum of military life. It is my policy that all calls will be handled in a courteous and efficient manner, and they will be referred to the persons or agencies best qualified to solve the problem.
2. I prefer that my commanders and staff have the opportunity to meet with the inquirer and assist in the resolution of their problems first. Upon assurance from my Chief of Staff, Troop Commander, and/or Command Sergeant Major that the problem has not been satisfactorily resolved, my staff will arrange for me to meet with the individual.
3. If you feel that your problem is too sensitive or personal for the above, I will meet with any individual who requests a visit with me.
4. This policy statement will be permanently posted on all official bulletin boards.

A handwritten signature in black ink, appearing to read "Eric B. Schoomaker".

ERIC B. SCHOOMAKER
Brigadier General, MC
Commanding