DEPARTMENT OF THE ARMY
HEADQUARTERS, 18TH MILITARY POLICE BRIGADE
CMR 418
APO AE 09058

REPLY TO
ATTENTION OF

AETV-MP-H

15 November 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum # 1, Open Door Policy

1. Effective two-way communication is critical to a positive command climate. Leaders will ensure that their intent is clearly communicated and understood by the members of their teams and are responsible to ensure positive feed-back mechanisms and performance counseling are going on in all areas of their commands. Open communication with soldiers and families is the inherent responsibility of the entire chain of command. Problems are almost always best solved at the lowest level in the chain of command. However, a commander's open door policy can provide a useful support to the chain of command.

2. An "open door" policy implies that a commander can be seen by any member of the command in his/her office by making an appointment. In the 18th MP Brigade, commanders should be consistently found not in their offices, but where their Soldiers are serving. I strongly encourage members of our command to allow their chain of command to address any issues they might have at the lowest level, but also ask that our members ensure that their commanders are informed if they are having unnecessary difficulty in addressing issues, or especially if their problem needs a higher level of support to be solved or addressed.

3. Leaders need to know what is broken in order to apply the resources to fix problems. Leaders also need to know what is working well and what could work better. The only means for leaders to understand and assess their commands is effective two-way communication. We are all a part of the solution in order to be a part of a winning team that nurtures and grows its members to achieve their potential.

4. This policy will be posted in the permanent section of all unit bulletin boards. Commanders will ensure all soldiers are aware and understand the contents of this policy.

5. "EVER VIGILANT!"

JAMES B. BROWN
COL, MP
Commanding

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