



STATE OF VERMONT
OFFICE OF THE ADJUTANT GENERAL
789 Vermont National Guard Road
Colchester, Vermont 05446-3099

NGVT-TAG (100)

23 August 2022

MEMORANDUM FOR All Commanders in the Vermont National Guard

SUBJECT: Command Open-Door Policies

1. Reference. AR 600-20, Army Command Policy, dated 24 July 2020
2. I have established an Open-Door Policy for all members and employees of the Vermont National Guard and their family members (see enclosed copy of policy). All subordinate commands will establish similar policies. My Open-Door Policy, as well as local command policies, will be posted on unit bulletin boards.
3. The intent of this policy is to allow members, employees, and their families to personally meet or contact me or any other member of their chain of command, to address problems that the chain of command at the unit level cannot or will not resolve, or which they are not able to discuss at that level.
4. The goal of the Open Door Policy is to foster interaction and free communication between commanders at all levels and members of the Vermont National Guard in a one-on-one setting or in small-group settings. This will allow members and employees of the command and their families to present facts, concerns, problems of a professional or personal nature, or any other issue that they have been unable to resolve.
5. Responsibilities
 - a. I, as well as commanders at all levels, am responsible for establishing an open-door policy within the command, determining the timing, conduct, and procedures of the policy, and for making all Guard members, employees, and families aware of the policy.

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b. Members and employees are responsible to ensure that The Adjutant General is aware of problems that affect discipline, morale, and mission effectiveness.

6. The point of contact for this policy is COL Tracey Poirier, DJS, 802-338-3134, tracey.l.poirier2.mil@army.mil.

DISTRIBUTION:

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GREGORY C. KNIGHT

Major General

The Adjutant General