

NGCSU – C

1 JULY 2012

MEMORANDUM FOR CORPS OF CADETS

SUBJECT: Policy Letter #1, Commandant's Open Door Policy

1. Any cadet who wishes to speak to me under provisions of the Open Door Policy may request an appointment by visiting my secretary in Room 102, Military Leadership Center. You may also phone her at 864-1786. In case of emergency, I will respond immediately.
2. Like all military organizations, the NGCSU Corps of Cadets depends on a vibrant and functional chain of command to solve problems. Therefore, I encourage each cadet to use the cadet chain of command to solve his/her problem or voice his/her opinion. The Chain of Command is: Squad Leader, Platoon Leader, Company Commander, Battalion Commander, and Brigade Commander in that order.
3. If you feel the cadet chain of command has failed to help you solve your problem, you may come directly to me and I will attempt to assist you. I will do so by using the chain of command or by referring you to a professional counselor.
4. Cadets are reminded that the Open Door Policy should not be used to routinely bypass the normal chain of command. Furthermore, if after visiting me, any cadet is not satisfied with my assistance in resolving the problem, he/she may schedule an appointment with the Vice President for Student Affairs.

JAMES T. PALMER  
COL, USA (Retired)  
Commandant of Cadets

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