



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
LITTLE ROCK DISTRICT, CORPS OF ENGINEERS
POST OFFICE BOX 867
LITTLE ROCK, ARKANSAS 72203-0867

CESWL-DE (1b)

29 July 2002

DISTRICT COMMANDER'S POLICY MEMORANDUM No. 02-18

SUBJECT: Open Door Policy

1. It is my policy to be available to any district employee to discuss any subject. To this end, employees desiring to talk or meet with me should make an appointment through my secretary to ensure my presence at a mutually satisfactory time. Those stationed outside of Little Rock are encouraged to contact me by telephone unless the subject requires a face-to-face meeting.
2. This policy is not meant to replace the normal chain of command. On the contrary, I expect the supervisory chain to be the first remedy for any problems or difficulty.

Benjamin H. Butler
BENJAMIN H. BUTLER
Colonel, EN
Commanding