



REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY  
2ND BATTALION, 6TH AIR DEFENSE ARTILLERY  
1612 RANDOLPH ROAD  
FORT SILL, OKLAHOMA 73503

ATSA-TPY

25 AUG 2025

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter #1 - Open Door Policy

1. Any Soldiers or Civilians that have personal or professional issues or notice work conditions they believe require the attention of the Battalion Commander may utilize the Battalion Commander's Open Door Policy. Any Soldier or Civilian in this command may personally discuss his or her concerns with me. My goal is to provide workable solutions that are in keeping with the best interest of the individual, this organization, and the United States Army.
2. A Soldiers' immediate chain of command should – and ought to – solve many of the issues that arise. Therefore, I urge each of you to give your respective chain of command a chance to solve your problems at the lowest level.
3. The Battalion Command Sergeant Major (CSM) is my principal advisor on matters pertaining to enlisted Soldiers in the command and an effective resource available to all Soldiers in the Battalion. Call on the CSM when looking for help. If you decide that you require the assistance of the CSM or me, please call for an appointment through the Executive Officer (XO) to schedule you for an appointment within one working day.
4. Those Soldiers who wish to see me in reference to an Article 15, court-martial, or separation action in my jurisdiction should make the request through their Trial Defense Service Attorney to Staff Judge Advocate.
5. POC for this memorandum is the undersigned at michael.m.goglia.mil@army.mil

MICHAEL M. GOGLIA  
LTC, AD  
Commanding