DEPARTMENT OF THE ARMY
HEADQUARTERS EASTERN REGION
UNITED STATES ARMY CADET COMMAND
BUILDING 203, OLD IRONSIDES AVENUE
FORT KNOX, KY 40121-5610

REPLY TO ATTENTION OF:

ATOE-ZA 15 May 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Eastern Region Policy Letter 1 – **Establishment of Command Policy Letters**

1. Reference. AR 600-20, Army Command Policy, 13 May 2002.

2. Purpose. To furnish guidance for establishing a command policy memorandum.

3. Eastern Region command policy memorandums are statements of Commander, Eastern Region, policy that is applicable to Eastern Region subordinate commands and to their soldiers, civilian employees and family members. These memorandums are used to provide one or more of the following:

a. Policy that has not yet been published in a Department of the Army or US Army Cadet Command publication. Once the policy has been incorporated into a command publication, the memorandum may be rescinded.

b. The highest level of command emphasis in areas that may or may not be covered in Army or Cadet Command publications.

c. Statements of policy concerning special-interest areas, such as equal opportunity, when required by HQDA.

4. Enclosed is a list of Eastern Region command policy memorandums currently in effect. To view these letters, go to Eastern Region Homepage at http://usaac.army.mil/cc/east and click on Command Group, then Policy Memorandums.

5. "COMMITTED TO EXCELLENCE!"

Encl

ROBERT J. FRUSHA
COL, IN
Commanding

DISTRIBUTION: A

This memorandum supersedes Eastern Region Policy Letter 1, dated 1 Oct 03

EASTERN REGION
US ARMY CADET COMMAND
POLICY LETTERS
As of 15 May 2004

INDEX

POLICY NUMBER	DATE	TITLE	OFFICE
1	15 May 04	Eastern Region Command Policy Memorandums	ATOE-ZA
2	15 May 04	Availability of Commander (Open Door Policy)	ATOE-ZA
3	6 Dec 04	Right to Present Complaints to or Request Assistance from the Inspector General	ATOE-ZI
4	27 Sep 04	Delegation of Authority, Uniform Code of Military Justice for Soldiers and Disciplinary Actions for Department of the Army Civilians	ATOE-ZC
5	30 Sep 04	Awards	ATOE-PA
6	15 May 04	Army Retention Program	ATOE-PA
7	15 May 04	Army Command Policy for Equal Opportunity (EO), Prevention of Sexual Harassment, and the Complaint Procedures	ATOE-PA
8	15 May 04	Equal Employment Opportunity (EEO) Discrimination Complaints	ATOE-PA
9	15 May 04	Administrative Grievance System	ATOE-PA
10	15 May 04	Serious Incident Reporting (SIR)	ATOE-ZB
11	15 May 04	Standards of Conduct for Department of the Army Personnel, Improper Behavior	ATOE-ZC
12	15 May 04	Temporary Duty (TDY) Travel	ATOE-RM
13	15 May 04	Brigade Government Purchase Card (GPC) Billing/Certifying Official Requirements	ATOE-RM
14	15 May 04	Government Purchase Card (GPC) - Authorized Purchases	ATOE-RM
15	15 May 04	Alcohol Beverages at ROTC Social/Training Events	ATOE-ZC