



DEPARTMENT OF THE ARMY
HEADQUARTERS, JOINT READINESS TRAINING CENTER AND FORT POLK
6661 WARRIOR TRAIL, BUILDING 350
FORT POLK, LOUISIANA 71459-5339

REPLY TO
ATTENTION OF:

AFZX-IG

NOV 19 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum IG-01 – Rights of Soldiers to Present Complaints to or Request Assistance from the Inspector General (IG)

1. All Soldiers have the right to present complaints, grievances, or requests for assistance to the IG. These complaints or grievances may include what Soldiers reasonably believe to be evidence of fraud, waste, and abuse.
2. Before visiting the IG, you should consider whether your chain of command can address your concerns in a more prompt manner. However, you are not required to present your concerns to your chain of command before contacting the IG. Remember to obtain permission to be absent from your duties if you wish to visit the IG during duty hours. You are not required to tell anyone why you want to speak to an IG.
3. You may call, visit, or write the IG, JRTC and Fort Polk at:

Office of the Inspector General
1878 15th Street, Bldg 1943
Fort Polk, LA 71459
Telephone: (337) 531-2100/7878; DSN:863
Email: polk.ig@conus.army.mil
Customer service hours: 1300-1630 Mon and Thurs; 0900 – 1630 Tues, Weds, and Fri
4. If you believe that your local Inspector General response to your concerns is not fair, complete, or in accordance with law or regulation – or if you believe that contacting your local IG may jeopardize your interests – you may write to U.S. Army Forces Command, Office of the Inspector General, Old Bowley School F building 1-3571, 4520 Knox Street, Fort Bragg, NC 28310; you may also call the Department of the Army Inspector General (DAIG) or the Inspector General, Department of Defense, Hotline. Their telephone numbers are as follows:

DAIG Assistance Line: 1-800-752-9747 (toll free)

IG, DoD, Hotline: 1-800-424-9098 (toll free)

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5. Department of the Army personnel are prohibited from taking any action that restricts a Soldier from filing a complaint, seeking assistance, or cooperating with the IG or a member of Congress. They are also prohibited from taking or threatening to take disciplinary action or adverse action against you, this further includes withholding or threatening to withhold favorable action for filing a complaint, seeking assistance, or cooperating with the IG. However, if you knowingly present false information or make false accusations to the IG, you are subject to disciplinary action.
6. In accordance with Army Regulation (AR) 20-1, Inspector General Activities and Procedures, 29 November 2010, paragraph 1-12; the IG has a duty to protect confidentiality to the maximum extent possible. This is true for all persons who ask the IG for assistance, make a complaint, provide testimony, information, or evidence as part of an IG inspection or investigation or otherwise interact with the IG.
7. In accordance with AR 20-1, paragraph 6-1a, commanders are to permanently post this memorandum on all unit bulletin boards.
8. This memorandum remains in effect until superseded or rescinded.


WILLIAM B. HICKMAN
Brigadier General, USA
Commanding

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