

Supplementary Training Materials

Policy:

1. Items provided during a training exercise may be given but must be directly related to the training and cannot include personal apparel such as clothing or hats. The cost shall not exceed \$5 per person. These items can be viewed as team building and create a feeling of unity. Such items may include:
 - a. Pencils or pens with logo
 - b. Mugs or cups
 - c. Key chains
 - d. Other items upon approval of AOC education department or purchasing