



=167= GAMING CLAN GENERAL ORDER

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TITLE: STAFF MEETINGS	GENERAL ORDER: 1.3
EFFECTIVE: 01 JAN 2021	MODIFIED: 6 FEB 2024
RESCINDS: CLAN HANDBOOK (18 MAY 2019), CLAN HANDBOOK (20 SEP 2014), IET HANDBOOK (7 JUN 2014), IET HANDBOOK (04 AUG 2013), APB ACADEMY HANDBOOK (19 MAY 2013), GENERAL ORDERS (29 MAY 2009), CLAN HANDBOOK (29 NOV 2008), 167MAN (02 MAY 2008)	

SCOPE: All units and members of the =167= Clan.

CONTENTS: This procedure consists of the following numbered sections.

- I. **OPERATIONS**
- II. **GAME UNITS**

PROCEDURE:

I. **OPERATIONS**

- A. The Operations Division shall hold a leadership huddle at least once every month. This huddle will include the leader (or their designee) of each game unit. Other members of unit leadership may be present. The topics of discussion should be limited to success stories and challenges which took place since the last huddle. All unit leaders will provide a unit report giving Operations information about their activity, recruitment and notable achievements/accomplishments of their unit and its members.
- B. The Operations Division shall hold additional meetings as often as they see fit to discuss, review and/or change policies and procedures.
- C. The Operations Division shall also hold additional meetings as often as they see fit to review personnel issues / disciplinary actions taken at the unit-level.



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II. GAME UNITS

- A. Game Units shall hold an internal unit huddle at least every two (2) calendar weeks. These huddles should be held by a member of unit leadership and should be open to any member of the unit. Discussions should include success stories and challenges which took place since the last huddle.
- B. Game Units shall hold meetings as often as they see fit to discuss, review and/or change policies and procedures.
- C. Game Units shall also hold meetings as often as they see fit to review personnel issues / disciplinary actions taken.