

	<p style="text-align: center;">BRIDGEPORT POLICE DEPARTMENT</p> <p style="text-align: center;">POLICY AND PROCEDURE GENERAL ORDER</p>	Distribution	General Order Number
		ALL PERSONNEL	<b>8.12</b>
		Original Issue Date	Reissue/Effective Date
		2/18/20	7/8/20
Order Title:  <b>AWARDS AND COMMENDATIONS</b>		Accreditation Standard: POSTC:	Section
		8	
		Section Title PERSONNEL	
Rescinds: 2.7.11		<b>Armando J. Perez, Chief of Police</b>	

*This General Order is for departmental use only and does not apply in any criminal or civil proceeding. This General Order should not be construed as creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violations of this General Order will only form the basis for departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting*

## **I. PURPOSE:**

The purpose of this policy is to establish a formal awards and commendation program to recognize and commend officers who have performed in an outstanding manner.

## **II. POLICY:**

The Bridgeport Police Department recognizes the value of all its members. Outstanding performance by any individual or group within the Department should be recognized. This policy is intended to give recognition to those officers whose efforts are above and beyond the duties or service normally expected. Award and specialty pins will be issued in recognition of acts of valor, for bravery, exceptional service, lifesaving acts or attempts, or superior achievements by officers or others, and the attainment of special skills or qualifications.

## **III. PROCEDURES:**

### **A. Recommendation for Awards**

1. Any employee with personal knowledge of any act, achievement, or service, which may be cause for an award, shall notify his or her commander in writing of the circumstances, within 30 days of the act or whenever the act became known.
2. A commander receiving notice of outstanding performance by any department employee or any other person shall submit a recommendation to the Awards Committee to request an appropriate award, whenever an award appears suitable.

3. Favorable recommendations shall be submitted on the awards form and shall include the appropriate supporting materials.
4. If the act occurred in another command, appropriate information shall be forwarded to that commander.
5. If thirty (30) days passes prior to completing an investigation of the circumstances, a written request may be submitted to the employee's commander for a 30 day extension.

## **B. Awards Committee**

1. An Awards Committee, appointed by the Chief of Police or designee shall evaluate nominations and recommend to the Chief awards to be conferred.
2. The Awards Committee will meet as necessary to review awards.
3. The Awards Committee will review all applications received.
  - a. The Awards Committee shall either endorse an application, recommend a higher or a lower award, or no award.
  - b. A majority vote is required for any final decision.
  - c. If a member of the Awards Committee submits an application or becomes an award candidate, that member shall not vote
  - d. All recommendations will be forwarded to the Chief of Police or their designee.
  - e. The Awards Committee will then present all of the documentation to the Honorable Board of Police Commissioners and the Chief of Police for final review and approval.
4. Any decision of the Awards Committee may be appealed to the chairman, in writing, within 30 days of notification by the submitting commander.
  - a. Receipt of a written appeal from any commander, shall cause an Awards Committee hearing to be held within 30 days.
  - b. If the hearing does not resolve the issue, the Awards Committee will forward the application to the Chief of Police or his designee with recommendations from both the Awards Committee and the appealing commander
5. The Chief of Police or their designee shall be the final arbiter of any dispute.
6. A copy of the award recommendation shall be directed to the submitting commander, who shall then notify the recipient of the recommendation.
7. All personnel receiving awards shall have a notation reflecting same, placed in their respective personnel files.

### **C. Awards Presentation**

1. Departmental commendations are awarded by the Honorable Board of Police Commissioners and are presented by the Chief of Police or his designee in the name of the Department at the Awards Ceremony,
2. Awards will normally be presented during special meetings of the Board of Police Commissioners or annually during a special awards ceremony.
3. Awards may be presented posthumously to the next of kin.

### **D. Authorized Awards**

1. Department Medal of Valor: The Medal of Valor is the Department's highest award and may be awarded to officers who distinguish themselves by conspicuous bravery or heroism above and beyond the normal demands for police services. To be awarded the Medal of Valor an officer shall have performed an act displaying extreme courage while consciously facing imminent peril. The award consists of a medal, ribbon and a copy of the citation
  - a. Class A Uniform: A silver medal inscribed with the word "VALOR" and suspended from a red ribbon.
  - b. Class B Uniform: A service bar with a Light Green background with Gold stars.
2. Purple Shield Award: The Purple Shield is awarded to those officers whose actions within Law Enforcement have caused them to suffer a serious physical injury, permanent disfigurement, a protracted or permanent impairment of health, or death. The award consists of a medal, ribbon and a copy of the citation
  - a. Class A Uniform: Purple Shield Medal with single Gold star
  - b. Class B Uniform: Purple service bar with Gold star
3. Police Combat Cross: A Police Combat Cross may be awarded for the successful performance of an act of extraordinary heroism while engaged in personal combat with an armed adversary and facing imminent personal danger in the performance of duty. The award consists of medal, ribbon and a copy of the citation.
  - a. Class A Uniform: Gold metal with green and white ribbon
  - b. Class B Uniform: Green service bar with gold star
4. Medal of Merit: The Medal of Merit may be awarded to officers who distinguish themselves by bravery or heroism above and beyond the normal demands of duty, but to a lesser degree than required for the Medal of Valor. The Medal of Merit may be awarded to officers who distinguish themselves by performing well in stressful

- situations using exceptional tactics and/or judgment. The award consists of a medal, ribbon and a copy of the citation.
- a. Class A Uniform: Red, White and Light Blue medal with red and white ribbon
  - b. Class B Uniform: Red, White and Yellow service bar with two Gold stars
5. Police Distinguished Service Medal: The Police Distinguished Service Medal is the Department's highest award for service and may be awarded to officers who distinguish themselves by performing exceptional service in a duty of great responsibility or critical importance to law enforcement. The award consists of a ribbon and a copy of the citation.
- a. Class A Uniform: Green and White service bar with one Gold star
  - b. Class B Uniform: Green and White service bar with one Gold star
6. Police Meritorious Service Medal: The Police Meritorious Service Medal may be awarded to officers who perform meritorious service similar to, but to a lesser degree than required for the Police Distinguished Service Medal. The award consists of a ribbon and a copy of the citation.
- a. Class A Uniform: Light Green, White, Blue and Gold service bar
  - b. Class B Uniform: Light Green, White, Blue and Gold service bar
7. Merit Award for Excellent Arrest: The Merit Award for Excellent Arrest may be awarded to any sworn member of the Department who makes an exceptional arrest of a felon who is a danger to the community, using diligence and professionalism in the performance of his duty. The award consists of a citation bar and a copy of the citation.
- a. Class A Uniform: Dark Green and White service bar
  - b. Class B Uniform: Dark Green and White service bar
8. Achievement in Criminal Investigation: The Achievement in Criminal Investigation may be awarded in recognition of the skill, diligence and investigative techniques employed to bring criminals to justice to any Officer in the Department for his/her service in achieving the successful conclusion of an unusually difficult or complex case. The award consists of a citation bar and a copy of the citation.
- a. Class A Uniform: White service bar
  - b. Class B Uniform: White service bar

9. Unit Citations: The Unit Citation may be awarded to the members of any Unit, Bureau, or Division of the Department to recognize the combined efforts of its members who perform in an outstanding manner reflecting great credit on the Unit, Bureau or Division and the Department. The award consists of a service bar and a copy of the citation.
  - a. Class A Uniform: Red service bar
  - b. Class B Uniform: Red service bar
10. Commendation: The letter of Commendation is awarded to an officer who contributes to an unusually effective police accomplishment. A copy of such recognition, in letter form, may be placed in the officer's personnel file.
11. Bridgeport Police Citizen Award Certificate: This certificate will be presented to an individual or organization whose assistance has aided the Police Department in the prevention of a crime, the saving of a life, the apprehension of a criminal or in the performance of a valuable service to the Department.
12. Civilian Award: The Civilian Award is awarded to any citizen or organization that has assisted an officer, the Department, or the community through actions, labors or acts or generosity. The award consists of a copy of the citation.
13. Community Service Volunteer Award: The Community Service Volunteer Award is awarded to a Police Officer in recognition of his involvement in community organizations, on a volunteer basis, giving his off-duty time and effort for a worthy cause. The award consists of a certificate suitable for framing.
14. Honorable Career Citation: The Honorable Career Citation is awarded to newly retired officers after twenty (25) or more years of dedicated service to the Department. The citation is signed by the Mayor of the City of Bridgeport, the Chairman of the Honorable Board of Police Commissioners and the Chief of Police. The award is made to the officer at the time of the officer's retirement at a Board of Police Commissioners meeting.
15. Honorable Service Citation: The Honorable Service Citation is awarded for exceptional instances of police work. This award is issued at the discretion of an officer's Commanding Officer. The award consists of a citation.
16. Kearney-Walker Memorial: The Kearney-Walker Memorial is awarded in memory of officers who die from injuries sustained in the line of duty. The award consists of a citation and the officer's badge mounted in a shadow box which is presented by the Chief of Police to a member of the officer's family at an appropriate ceremony.
17. War Time Veterans Award: This award will be awarded to any Department member that served in the military during active combat. The award consists of a citation and a metal bar.