

Department Badges

1029.1 PURPOSE AND SCOPE

The Buena Park Police Department badge and uniform patch as well as the likeness of these items and the name of the Buena Park Police Department are property of the Department and their use shall be restricted as set forth in this policy.

1029.1.1 ACCREDITATION STANDARDS

This policy pertains to the following CALEA Standards: N/A

This policy pertains to the following Standard Operating Procedure: AD200

1029.2 POLICY

The uniform badge shall be issued to department members as a symbol of authority and the use and display of department badges shall be in strict compliance with this policy. Only authorized badges issued by this department shall be displayed, carried or worn by members while on duty or otherwise acting in an official or authorized capacity.

1029.2.1 DESCRIPTION

The badge shall be a silver-and-gold shield and shall denote rank in an arched ribbon across the top. The words "BUENA PARK POLICE" shall appear in an inverted rocker below the City seal and the employee's badge number will appear at the bottom of the badge. The employee's badge number is the employee's police identification number and is assigned by the Secretary to the Chief of Police upon employment.

1029.2.2 FLAT BADGE

Sworn officers, with the written approval of the Chief of Police may purchase, at his/her own expense, a flat badge capable of being carried in a wallet. The use of the flat badge is subject to all the same provisions of department policy as the uniform badge.

- (a) An officer may sell, exchange, or transfer the flat badge he/she purchased to another officer within the Buena Park Police Department with the written approval of the Chief of Police.
- (b) Should the flat badge become lost, damaged, or otherwise removed from the officer's control, he/she shall make the proper notifications as outlined in the Department Owned and Personal Property Policy.
- (c) An honorably retired officer may keep his/her flat badge upon retirement.
- (d) The purchase, carrying or display of a flat badge is not authorized for professional staff personnel.

Sworn officers wishing to purchase a flat badge are required to complete and sign the Agreement to Purchase Flat Badge form. Officers accept and agree to the conditions as outlined on the purchase form. A copy is attached at the end of this policy for review.

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Retirees are responsible for purchasing a flat badge to be carried with the Department-issued retiree identification card. The badge comes enclosed in a standard black wallet case. The retired employee will be responsible for the maintenance and replacement of the badge and wallet case if lost or damaged.

1029.2.3 PROFESSIONAL STAFF PERSONNEL

Cloth badges and department identification cards issued to professional staff personnel shall be clearly marked to reflect the position of the assigned employee (e.g. Parking Control, Dispatcher).

- (a) Professional staff personnel shall not display any department badge except as a part of his/her uniform and while on duty, or otherwise acting in an official and authorized capacity.
- (b) Professional staff personnel shall not display any department badge or represent him/herself, on or off duty, in such a manner which would cause a reasonable person to believe that he/she is a sworn peace officer.

1029.2.4 RETIREE UNIFORM BADGE

Upon honorable retirement employees may purchase his/her assigned duty badge for display purposes. It is intended that the duty badge be used only as private memorabilia as other uses of the badge may be unlawful or in violation of this policy.

A badge issued to an honorably retired peace officer that is not affixed to a plaque or other memento will have the words "Honorably Retired" clearly visible on its face. A retiree shall be instructed that any such badge will remain the property of the Buena Park Police Department and will be revoked in the event of misuse or abuse (Penal Code § 538d).

1029.2.5 SWORN BADGES FOR EMPLOYEES RESIGNING

Sworn members resigning from the Police Department may request their badge(s) for display under the following conditions:

- (a) The member resigning must be in good standing (termination or resignation in lieu of termination does not qualify).
- (b) The member must have at least 10 years of service.
- (c) The badge(s) must be enclosed in an acrylic or shadow box (cost to be paid by the employee or their representative organization).

1029.3 CLOTH BADGES

The Department issues embroidered cloth badges in the likeness of the dome badge for use on specialty uniforms and jackets. The use and display of cloth badges shall be subject to the same restrictions and conditions as the dome badge issued to an employee.

1029.4 COMMEMORATIVE BADGES

The Buena Park Police Department permits the limited use of commemorative badges under strict conditions and with prior approval of the Chief of Police or designee.

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Only those commemorative badges authorized may be purchased, possessed, or displayed by department members.

1029.5 REFINISH/REPAIR OF BADGES

The Department will pay for the cost of refinishing or repairing a badge damaged or worn under normal conditions, if necessary.

Retiring employees have the option of refinishing or repairing badges for their shadow boxes at their own expense.

1029.6 UNAUTHORIZED USE

Except as required for on-duty use by current employees, no badge designed for carry or display in a wallet, badge case or similar holder shall be issued to anyone other than a current or honorably retired peace officer.

Department badges are issued to all sworn employees for official use only. The department badge, shoulder patch or the likeness thereof, or the department name shall not be used for personal or private reasons including, but not limited to, letters, memoranda, and electronic communications such as electronic mail or web sites and web pages.

The use of the badge, uniform patch and department name for all material (printed matter, products or other items) developed for department use shall be subject to approval by the Chief of Police.

Employees shall not loan his/her department badge or identification card to others and shall not permit the badge or identification card to be reproduced or duplicated.

1029.7 PERMITTED USE BY EMPLOYEE GROUPS

The likeness of the department badge shall not be used without the expressed authorization of the Chief of Police and shall be subject to the following:

- (a) The employee associations may use the likeness of the department badge for merchandise and official association business provided they are used in a clear representation of the association and not the Buena Park Police Department. The following modifications shall be included:
 1. The text on the upper and lower ribbons is replaced with the name of the employee association.
 2. The badge number portion displays the acronym of the employee association.
- (b) The likeness of the department badge for endorsement of political candidates shall not be used without the expressed approval of the Chief of Police.

1029.8 ADDENDUM

See attachment: [1029 Department Badges - Lexipol.pdf](#)

Attachments

1029 Department Badges - Lexipol.pdf



AGREEMENT TO PURCHASE UNIFORM BADGE

As a sworn Peace Officer, I [First and Last Name] am requesting to purchase a full-size uniform [dome/flat] badge. I am making a payment of [Sxxx.xx] to the City of Buena Park to cover the cost of purchase for my uniform [dome/flat] badge for the rank of Police [Officer/Corporal/Sergeant/Lieutenant/Captain/Chief]. I understand that the City of Buena Park will retain ownership of the badge throughout my employment.

At such time as my employment with the City of Buena Park concludes, I understand that the Chief of Police has the discretion to collect the badge or allow me to maintain the badge as private memorabilia. I understand that any other use of this badge after my employment has ended may be unlawful.

If required, failure to immediately return the badge to the Chief of Police may cause a hold to be placed on any final amounts due to me for salary and accumulated leave.

I hereby acknowledge receipt of the badge described below.

Employee's Signature

Date

BRADLEY T. GEYER
Chief of Police

Date

Issued To:	
Rank:	
Badge Number:	
<input type="checkbox"/> Uniform Dome Badge	<input type="checkbox"/> Flat Badge

Account # 11-650208-6370

