



# Boulder Police Department Policy and Procedure

	<b>Subject:</b> Awards		<b>General Order:</b> 117
	<b>Effective:</b> October 24, 2024 <b>Reviewed:</b> October 22, 2024	<b>Replaces:</b> GO 117 April 6, 2020	<b>Approved by:</b>  Chief Stephen Redfearn
<b>General Order Topic(s):</b> 117-1 Award Categories 117-2 Awards Committee 117-3 Nomination and Selection 117-4 Service and Retirement Awards 117-5 Public Recognition		<b>Accreditation Standard(s):</b> N/A  <b>Statutory References:</b> C.R.S B.R.C <b>Related General Orders:</b>	

## POLICY

When department members perform their duties in a manner that exceeds its highest standards, the department recognizes such outstanding conduct with official awards. The department also honors those community members who substantially assist the department in a manner beyond their normal civic responsibilities. Additionally, the department honors its members who have dedicated years to its service.

## PROCEDURES

### **117-1 Award Categories**

For all awards described below, incontestable proof of the act is required, and the recommendation is considered based on extraordinary merit.

#### A. Medal of Honor

1. The Medal of Honor is the highest decoration awarded by the department and is reserved for members who have performed acts of courage or heroism in which they gravely risked their lives in the performance of their duties.
  - a. The act performed must have been one of conspicuous bravery or self-sacrifice so notable as to set the individual apart from his/her peers, in which the risk of life was extraordinary, and the member indicated a willingness to risk his/her own life in the performance of duty.
  - b. When a weapon or other action was employed against the member causing serious bodily injury and the member's actions reflected great merit to him/her and the department, the member is eligible for the Medal of Honor.
  - c. Any member who gives his/her life in the line of duty as a result of the performance of an act of valor is considered for the Medal of Honor posthumously.
2. The award is a gold medal on a red, white, and blue ribbon, mounted on a plaque

specifying the act for which the award was granted, and a blue enameled bar with gold lettering, that can be worn on the uniform.

B. Medal of Valor

1. The Medal of Valor is presented to members who distinguish themselves by conspicuous bravery under unusual, complicated, or hazardous conditions in which they risked grave personal danger and used excellent judgment in accomplishing a specific mission.
2. The award is a silver medal on a white and blue ribbon, mounted on a plaque specifying the act for which the award was granted, and a white and blue enameled bar with silver lettering, that can be worn on the uniform.

C. Medal for Lifesaving

1. The Medal for Lifesaving is presented to members who save the life of another person using exceptional or extraordinary actions.
2. The award is a silver medal on a white and red ribbon, mounted on a plaque specifying the act for which the award was granted, and a white and red enameled bar with a blue cross that can be worn on the uniform.

D. Purple Heart

1. The Purple Heart is presented to members who are killed or seriously wounded at the hands of an offender, or in the act of saving a life, while in the performance of their official duties.
2. The award is a gold medal on a purple ribbon, mounted on a plaque specifying the act for which the award was granted, and a gray enamel bar with a purple heart that can be worn on the uniform.

E. STAR (Superior Tactics and Response) Award

1. The STAR award is presented to members who, through exceptional tactics, decision-making, or skills, act to successfully resolve a critical incident, with no serious injury to anyone, thereby setting a standard for safety and professionalism to which all officers should aspire.
  - a. For the purposes of this award, a “critical incident” refers to any rapidly unfolding and dynamic incident in which the suspect is armed and the ability or intent to use lethal force is present but not imminently apparent, or the officer reasonably believes the suspect to be so armed. The tactics displayed or performed must be conspicuously effective and above the standard expected.
  - b. “Exceptional tactics” include the utilization of proper tactics, decision-making skills, *and* appropriate force, which mitigate the level of danger to the officer and are directly responsible for preventing the incident from escalating to a deadly force situation.
2. The award is a certificate mounted on a plaque and an insignia with a blue enameled bar with a silver star, that can be worn on the uniform.

F. Award for Excellence

1. The Award for Excellence is presented to members based upon, but not limited to consideration of the following factors.
  - a. A member demonstrated continued service at a level of excellence.
  - b. A member performed an outstanding administrative accomplishment.

- c. A member developed and initiated means of significantly increasing the department's administrative or operational efficiency or effectiveness.
  - d. A member made a significant positive impact on the community using problem-solving and partnership development or made an outstanding contribution in the area of community service.
  - e. Through personal initiative and great effort, a member acted to solve a major crime or crimes resulting in the arrest of the criminal. It is intended for extraordinary cases involving diligent investigation; or
  - f. By exemplary conduct and demeanor, a member successfully resolved an extraordinarily hazardous situation.
2. The award is a certificate mounted on a plaque, and an insignia, a green enamel bar with a gold diamond that can be worn on the uniform.
- G. Police Chief's Certificate of Commendation
1. The Police Chief's Certificate of Commendation is presented to members who demonstrate exceptional initiative while performing a police action or who perform an expected function in an exceptional manner. "Exceptional" is defined as worthy of imitation; ideal; serving as a model.
  2. The award is a certificate mounted on a plaque.
- H. Unit Citation
1. The Unit Citation is awarded to an identified group, unit, or section within the department that has displayed exemplary teamwork, effectiveness, exceptional service, or other accomplishments in support of the department's mission.
  2. The award is a certificate mounted on a plaque, suitable for display in the unit area. Plaques are awarded to the unit and, when practical or appropriate, the names of unit members are inscribed.
- I. Outstanding Community Member Award
1. The Outstanding Community Member Award is awarded to individuals who substantially assist the department, or any of its members, above and beyond the scope of normal civic responsibility. It may also be awarded for special administrative, or enforcement assistance provided by the department or any of its members by the recipient. The individual must have provided the special service in the course of assigned responsibilities and the service must embody both exceptional effort and superior performance.
  2. The award is a certificate mounted on a plaque.

## **117-2 Awards Committee**

The department's awards committee provides a standardized review of all conduct nominated for an award. The committee is responsible for reviewing, evaluating, and classifying nominations for awards and for relaying its recommendations to management staff and the final approval by the Chief of Police.

- A. Awards committee membership includes diverse, broad-based representation from the various sections within the department. Members are appointed by the Chief of Police and serve for a period of three years.
- B. Service as the chairperson of the committee is a collateral duty of the Professional

Standards Unit supervisor. The chairperson does not have a voting right except to break a tie.

### **117-3 Nomination and Selection**

When a member performs an act worthy of consideration for a department ward, the nomination is made by a memorandum directed to the Professional Standards Unit supervisor. The name of the person nominated, and a description of the incident and circumstances are included in the memorandum. Supporting documentation may be included as well. If more than one person participated in a meritorious act, all names are included. Nominations may come from anyone within or outside the department.

- A. The Professional Standards Unit supervisor reviews all nominations for completeness and accuracy and obtains additional information as needed.

The awards committee evaluates all nominations and makes recommendations to the Chief of Police. The committee may also conduct an additional investigation of the incident and meet as needed.

- B. Recommendations for awards are accomplished by a simple majority vote of the committee and reviewed by management staff and the Chief of Police for final decision. A copy of the award announcement signed by the Chief of Police and the nominating memo is placed in the personnel file and working file of each member selected for an award. The chairperson ensures proper distribution of the notice.
- C. Requests for reconsideration of awards committee recommendations are made by presenting any additional information, in writing, to the committee. The person making the request is given an opportunity to appear at a future committee meeting. Any further appeal is made to the Chief of Police, whose decision is final.

### **117-4 Service and Retirement Awards**

The department recognizes its members who have achieved benchmark anniversaries in their years of service and its members who retire or resign in good standing.

- A. Members who have attained 20 years of service with the department and five-year benchmarks thereafter receive a certificate of recognition and a gift. This program is administered by the Professional Standards Unit.
- B. The department recognizes each member who retires in good standing after 20 or more years of service, or who medically retires after 10 years of service. The department honors these retirees with a farewell gathering.
  - 1. Retiring commissioned members receive a personalized shadow box displaying a plaque and any badges, patches, award pins, or other items relevant to the member's career and assignments and a retired identification card and flat badge.
  - 2. Retiring non-commissioned members receive a personalized shadow box displaying a plaque and any badges, patches, award pins, or other items relevant to the members' career and assignments and a retired identification card.
- C. Members with less than 10 years of service who receive medical retirement are evaluated on a case-by-case basis for recognition by the department.

- D. Members who resign in good standing and with 10 to 19 years of service receive a certificate of appreciation at a farewell gathering, and fully commissioned members receive a retirement identification card.

#### **117-5 Lifetime Achievement Award**

Members who retire after a minimum of 30 years of service may be eligible for a Lifetime Achievement Award. This award is reserved for members who have made significant contributions to the department and community throughout their careers, regardless of rank or assignment in the department. The Lifetime Achievement Award is awarded at the discretion of Management Staff.

#### **117-6 Public Recognition**

Press releases concerning all department awards are prepared by the office of the Chief of Police and distributed with appropriate photographs to local media.