

<b>DOUGLAS COUNTY SHERIFF'S OFFICE</b>		<b>Policy and Procedure</b>
<b>Specific Personnel / Administrative Policies</b>		<b>P&amp;P-D-102</b>
<b>Medal of Valor and Other Meritorious Awards</b>		
Effective Date: 07-10-19 Supersedes: 06-27-18	Approval: Sheriff	Number of Pages: 4
References:PP-D-106	Reevaluation Date: Annually	Standards: CALEA LE 26.1.2 COM 3.6.3

**I. POLICY**

This policy identifies and defines the different meritorious awards that may be presented by the Sheriff's Office to its members and citizens and establishes the procedure and composition of the awards committee. <COM 3.6.3>

**II. PROCEDURE**

Any Office member may nominate another member or citizen by submitting a nomination on an interoffice memo. A PCR form may also be used to forward information for a commendation to the Awards Committee by completing Section 2 of the form. The nomination must contain the specifics of the situation, any statements from involved persons, news media articles, and any related photographs. Nominations will be submitted via the chain of command to the Sheriff. <COM 3.6.3>

**III. TYPE OF AWARDS AND DESCRIPTION**

**A. Medal of Valor**

The Medal of Valor recognizes employees who have risked their lives in the line of duty or performed under life-threatening conditions above and beyond their required scope of duty while protecting the lives of others. The Medal of Valor is the highest award this Office presents in recognition of personal bravery. The Medal of Valor is a red-white-red ribbon with a medal attached and will be accompanied by an award bar to be worn on the uniform.

**B. Purple Heart**

The Purple Heart is awarded to employees who suffer serious line of duty injuries (as defined in the C.R.S.) caused by the act of an aggressor and which are directly related to their law enforcement or detention service, either on or off-duty. The Purple Heart is a purple-white-purple ribbon with a medal attached and will be accompanied by an award bar to be worn on the uniform.

**C. Meritorious Conduct**

The Meritorious Conduct medal is awarded to members whose conduct or performance is brave, exemplary, or where a significant risk of injury to the member exists. It may also be awarded to citizens who perform a heroic, brave, or outstanding act where a significant risk of injury to the citizen exists. The Meritorious Conduct award is a blue-red-white ribbon with a medal attached and will be accompanied by an award bar to be worn on the uniform of Office members.

D. Life Saving

The Life Saving award is presented to those members of the Sheriff's Office or citizens who exhibit extraordinary performance that results in the saving of a human life. The Life Saving Award is an award bar to be worn on the uniform. The Life Saving is a red-white ribbon with a medal attached and will be accompanied by an award bar to be worn on the uniform.

E. Sheriff's Cross

The Sheriff's Cross is awarded to employees who suffer serious line of duty injuries (as defined in the C.R.S.) which are directly related to their law enforcement service, either on or off-duty. Injuries obtained during training exercises are excluded. The Sheriff's Cross award is recognized by an award bar to be worn on the uniform. A Sheriff's Cross bar will be awarded to a member only one time and any subsequent awards will be recognized with a letter and a certificate.

F. Meritorious Service

This award is presented to employees who contribute significantly to the Office over an extended period in operational or support functions by advancing the idea of excellence in police work.

A Meritorious Service award may also be awarded to members whose conduct brings significant credit to them and achieves significant accomplishment for the betterment of the Office. This may occur through exemplary performance in difficult or hazardous duty situations, through the demonstration of exemplary performance in a significant event in the Sheriff's Office history, or where the member demonstrates exemplary service in support of advancing the continued development of a program or specialized unit.

A Meritorious Service bar will be awarded to a member only one time and any subsequent awards will be recognized with a letter and a certificate.

G. Sheriff's Commendation

An award granted by the Sheriff to any member or citizen for an outstanding act or achievement that brings credit upon the Office, which involves performance above and beyond that required by the member's duty assignment. It is also awarded to citizens who perform an outstanding act worthy of Office recognition. Awarded as a certificate accompanied by a letter of explanation and an award bar for commissioned personnel.

H. Division Commendation

A letter issued by the member's captain or functional equivalent to recognize the member, or group of members, for acts or achievements that bring credit upon the Office, and which involve performance above and beyond that which is normally expected. Awarded as a letter of explanation. The original will be presented to the employee and a copy forwarded to the employee's department personnel file. No ribbon or medal is issued.

I. Ronald M. King Community Service Award

Ronald M. King was a long-term Douglas County deputy sheriff who had a special interest in the issues that affect the youth of our community. He served as an instructor for DARE and Gang Resistance Education and Training programs in our schools, and he was a driving force in developing and raising funds for many youth-related programs. Deputy King lost his life in the line-of-duty of May 21, 1999 doing the job he loved but left unfinished.

In honor of the hard work and programs developed by Deputy King, the Ronald M. King Community Service Award was created to recognize a Douglas County citizen or organization, and a public law enforcement officer for their outstanding contribution to youth issues. Formal recognition will take place in May of each year, consistent with National Law Enforcement Memorial Month.

1. Citizen or Organization Award: A plaque recognizing the significance of their contribution will be awarded to the citizen or organization.
2. Law Enforcement Member Award: A plaque recognizing the significance of their contribution will be awarded to a Douglas County Sheriff's Office member, commissioned or civilian.
3. Selection Committee: A selection committee shall be made up of at least five persons appointed by the Sheriff. At least one member shall be a commissioned member of the Douglas County Sheriff's Office. The committee shall select a chairperson. Selection of the award recipients shall be made by majority vote of the committee, and candidate nominations shall be submitted to the Sheriff by March 30<sup>th</sup> of each year.

J. Employee of the Year

This award is presented to three separate categories of Office members: commissioned, civilian, and volunteer. Nomination letters are submitted to Professional Standards. At the end of the year, they are forwarded to the Sheriff who selects the award recipients. Award certificates are issued to the members, along with an award bar for uniformed members. See [P&P-D-106 Uniform, Dress and Insignia](#) for illustrations of the approved pins for Deputy, Civilian, and Volunteer of the Year.

**IV. AWARDS COMMITTEE**

- A. The awards committee will be comprised of commissioned and non-commissioned employees. The awards committee will be appointed by the Sheriff annually or as needed.
- B. The Sheriff will convene and preside over the awards committee and will conduct the review process in his chosen format. The committee will meet primarily to consider awards listed in III A. through D. of this section, but may recommend any type of recognition from A. through G.

**V. ADMINISTRATION**

- A. The Public Information Officer will arrange the presentation of awards and shall be responsible for notifying the media and other interested parties.

B. Office members who wish to wear awards presented by other agencies on their uniforms shall submit all supporting documentation of the awards to the Sheriff. Approval will be on a case-by-case basis.

C. A copy of all awards will be placed in the member's personnel file.

By Order of the Sheriff