

# JUNEAU POLICE DEPARTMENT PROCEDURES



<b>Title:</b>	<b>Awards and Commendations</b>	<b>Chapter: 3.110</b>
<b>Date Issued:</b>	<b>December 31, 2002</b>	
<b>Revised:</b>	<b>April 15, 2025</b>	
<b>Reviewed:</b>	<b>April 15, 2025</b>	

## **I. PURPOSE**

The purpose of this policy is to set forth a program to recognize and commend meritorious service by Department members who perform their duties in a manner that exceeds the highest standards of the Department, and to honor those members of the community who substantially assist the Department in an extraordinary manner.

## **II. POLICY**

The Juneau Police Department expects a high level of professional conduct from all employees. However, members of the Department frequently perform their duties in a manner that exceeds our standards. Additionally, the Department honors those members of the community who substantially assist the Department in an extraordinary way. When such performance occurs, official recognition will be awarded. Recommendations for awards may originate from within the Department or from citizens.

## **III. AWARDS COMMITTEE** – The Awards and Commendations Committee will evaluate and classify commendation nominations and recommend appropriate action to the Chief of Police.

### **A. Committee Membership**

1. The Committee will be selected by the Chief or his designee and will be comprised of members representing different Department work groups. The Administrative Lieutenant will chair the committee. The Administrative Commander is a non-voting member except to break a tied vote.

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2. Committee Meetings
  - a. Members will meet regularly at the Administrative Commander's direction.
3. Secretarial Support
  - a. The Office of the Chief will provide secretarial and clerical support for meetings.

**B. Eligibility and Nomination for Awards** – All Department members are eligible for awards. Nominations will be in accordance with the following procedures:

1. Nominations for awards may come from any individual within or from outside the Department.
2. When a member performs an act worthy of consideration of a Department award, the Administrative Commander will be notified by either a memorandum or email.
  - a. The memorandum or email should include a description of the incident, including case number, the full name and assignment of the person nominated.
  - b. If more than one person participated in the meritorious act, all names will be included in a single memorandum along with the circumstances of the event in chronological sequence. Charts, diagrams, or photographs may be included if warranted to document unusual circumstances.
3. When a citizen contacts a Department member and wants to commend a JPD employee, the incident information will be forwarded to the employee's supervisor who will determine at what level the commendation should be considered.
  - a. If worthy of a Department award, the supervisor will forward the incident documentation to the Administrative Commander.
  - b. In any case, the supervisor shall advise the concerned employee of the commendation.
4. The Awards Committee will review each submission and make a recommendation to the Chief of Police, who will make the final determination of whether or not the award will be granted.
5. The business of the Awards and Commendations Committee is confidential.

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6. Department members outside the chain of command of nominated employees will not be informed of considerations for awards unless specifically notified by the Chief of Police.
7. When an award nomination is declined by the Committee, a memorandum outlining the reasons will be sent to the nominator from the Chair of the Committee.

## IV. SERVICE AWARDS

### A. Police Medal of Honor

The Medal of Honor is the highest Department recognition and will be bestowed upon a member of the Police Department who has made the ultimate sacrifice.

1. This award will be presented to the family of a JPD employee who has been killed in the line of duty and will be presented in the form of a medal and a certificate.

### B. Police Medal of Valor

This award may be presented to sworn members who distinguish themselves by conspicuous bravery, knowingly and voluntarily, in the face of substantial risk of serious bodily injury or death while in the performance of their sworn duties where they used superior judgment in accomplishing the mission, including sustaining human life.

1. This award will be presented in the form of a medal, certificate, and service bar.

### C. Lifesaving Medal

The lifesaving medal may be awarded to any member of the Department directly responsible for the rescue or attempted rescue of a person from death or a life-threatening injury.

1. The use of an opioid reversal agent alone will not qualify for a Lifesaving Medal.
2. This award will be presented in the form of a medal, certificate, and service bar as appropriate.

### D. Medal of Bravery

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This award may be given to members of the Department for displaying commendable bravery while performing their duty, in a situation that was unusually hazardous to their own safety.

1. This award will be presented in the form of a medal, a certificate, and service bar as appropriate.

## **E. Outstanding Police Service Medal**

The Outstanding Police Service Medal may be awarded to members of the Department for outstanding performance of their duties, which are particularly complex or difficult, in any of the following categories:

1. Any officer for an outstanding arrest on or off-duty
2. Any member for assisting with an outstanding arrest or solution of a crime through follow-up investigation
3. Any employee who is instrumental in sustaining a life by providing life-saving direction to a person calling in a medical emergency
4. Any member for outstanding performance in the completion of a particular task or assignment
5. Any member for outstanding performance resulting in major improvement in police service
6. This award will be presented in the form of a medal, certificate and service bar, as appropriate.

## **F. Purple Heart**

The Purple Heart may be awarded to sworn members who receive a serious wound or injury sustained in the line of duty where they used good judgment in accordance with the high standards of the Juneau Police Department.

1. The Purple Heart may be awarded to a recipient in addition to other awards.
2. This award will be presented in the form of a medal, certificate, and service bar.

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3. Serious injury is defined as an injury which demands immediate medical attention, requires admittance to a hospital, or may negatively affect the physical condition of the recipient for life.

### **G. Jackie Renninger Community Policing Award**

This award may be presented to any Department member for performing other especially meritorious work including but not limited to the following:

1. Commitment to community policing
2. Commitment to youth
3. Community service work
4. Crime prevention efforts
5. Excellence in problem solving
6. Volunteer service to the community
7. This award will be presented as a medal, certificate, and service bar as appropriate.

### **H. LifeSaving Certificate**

This award may be presented to any Department member for sustaining life through the use of an opioid reversal agent.

1. This award will be presented in the form of a certificate as recommended by the Awards Committee.

### **I. Citizen's Certificate of Merit**

The Citizen's Certificate of Merit may be awarded to any member of the public substantially assisting the Juneau Police Department in the apprehension of a suspect, or in any other emergency or for a significant contribution towards a Department program, goal, or objective.

1. This award may be in the form of a certificate or special award as recommended by the Awards Committee.

### **J. Citizen's Award for Bravery**

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This award may be presented to community members or visitors who distinguish themselves by bravery while assisting a police officer or member of this community in a situation that was unusually hazardous to their own safety.

1. This award will be in the form of a plaque.

## **K. Citizen's Award for Lifesaving**

This award may be given to any community member or visitor directly responsible for sustaining or attempting to sustain another human life.

1. This award will be in the form of a plaque.

## **V. CHIEF'S AWARDS**

Each year the Office of the Chief of Police will select four employees to receive special awards. These awards will be presented at an annual awards ceremony. All Department members who have completed their probationary terms of employment are eligible within their respective award categories.

### **A. Police Officer of the Year**

1. The Police Officer of the Year Award will be presented to a police officer in recognition of those qualities which distinguish them as a professional in the field of policing.
2. It shall serve as proper recognition among fellow officers and the public alike for this individual's dedication to duty, outstanding job performance, unsullied moral character, exceptional community/civic leadership or service, professional police image and bearing.
3. The Chief of Police shall make the final selection among the nominations considering the following criteria or guidelines:
  - a. the officer shall have better than average disciplinary record;
  - b. shall be rated in at least the "Acceptable" column in all areas of the past year's evaluation;
  - c. shall not be nominated as a gesture of appreciation or retirement only.

### **B. Leader of the Year**

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1. The Leader of the Year Award will be presented to a Department supervisor in recognition of those qualities which distinguish them as a professional in management or supervision.
2. It shall serve as proper recognition among fellow employees and the public alike for this individual's dedication to duty, outstanding job performance, unsullied moral character, exceptional community/civic leadership or service, and professional image.
3. The Chief of Police shall make the final selection among the nominations considering the following criteria or guidelines:
  - a. the manager shall have better than average disciplinary record;
  - b. shall be rated in at least the "Acceptable" column in all areas of the past year's evaluation;
  - c. shall not be nominated as a gesture of appreciation or retirement only.

## **C. Dispatcher of the Year**

1. The Dispatcher of the Year Award will be presented to a dispatcher in recognition of those qualities which distinguish them as a professional in the field of emergency communications.
2. It shall serve as proper recognition among fellow dispatchers and the public alike for this individual's dedication to duty, outstanding job performance, unsullied moral character, professional image and bearing.
3. The Chief of Police shall make the final selection among the nominations considering the following criteria or guidelines:
  - a. the dispatcher shall have better than average disciplinary record;
  - b. shall be rated in at least the "Acceptable" column in all areas of the past year's evaluation;
  - c. shall not be nominated as a gesture of appreciation or retirement only.

## **D. Civilian of the Year Award**

1. The Civilian of the Year Award shall be presented to a police department civilian employee in recognition of those qualities which

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distinguish them as a professional in the field of police Department operations or extensions thereof.

2. It shall serve as proper recognition among fellow employees and the public alike for this individual's dedication to duty, outstanding job performance, unsullied moral character, and professional image.
3. The Chief of Police shall make the final selection among the nominations considering the following criteria or guidelines:
  - a. the civilian employee shall have better than average disciplinary record;
  - b. shall be rated in at least the "Acceptable" column in all areas of the past year's evaluation;
  - c. shall not be nominated as a gesture of appreciation or retirement only.

## **VI. SERVICE BARS**

- A. With each of the employee commendations listed in this policy, a service bar will be awarded.
- B. The wearing of service bars is optional.
- C. Service bars are to be worn by uniformed officers above the right breast pocket just above the name tag.
- D. Employees awarded the department's Fitness Achievement pin will receive a service bar for each year they attain the standard.
  1. Officers who obtained the fitness award while attending the Public Safety Academy are authorized to wear the JPD fitness pin and will receive a service bar for the year that it was obtained.
- E. Employees who receive the Pistol Expert Award at the Public Safety Academy or who attain a 96% score on two consecutive qualification shoots will receive a service bar and may wear it as long as they continue to maintain the standard.
- F. Employees holding a bachelor's degree or higher will receive a service bar.



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- G. Officers who graduate as Valedictorian of their recruit class will receive a service bar.
- H. Officers who graduate from the FBI National Academy will receive a service bar.
- I. Employees who are assigned to a special assignment for more than one year will receive a service bar.
  - 1. Employees are authorized to continue wearing the service bar after leaving the special assignment, as long as they met the minimum assignment requirements.
  - 2. Employees who are presented with subsequent awards in a particular category may wear an oak leaf cluster on the appropriate service bar indicating the number of awards given in that category.
  - 3. Service bars will be awarded for the following special assignments.
    - a. APSC Instructor
    - b. Criminal Investigations Unit (CIU)
    - c. Crisis Negotiations Team (CNT)
    - d.
    - e. Computer Forensic Examiner
    - f. Commercial Vehicle Investigator
    - g. Department Certified Instructor
    - h. Downtown Walking Beat
    - i. Drone Pilot
    - j. Drug Recognition Expert
    - k. Explosive Ordnance Disposal Team (EOD)
    - l. Field Training Officer or Communications Training Officer
    - m. Honor Guard
    - n. Intermediate or Advanced Police Certificate
    - o. JPD Major Accident Reconstruction Team (JMART)
    - p. Juneau International Airport Unit
    - q. K-9 Handler
    - r. Drug Enforcement Unit (DEU)
    - s. Peer Support Team
    - t. Polygraph Examiner
    - u. Public Information Officer
    - v. School Resource Officer
    - w. Special Weapons and Tactics Team (SWAT)

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Derek Bos

Chief of Police



FTO



Education



APSC Instructor



SWAT



SRO



Commercial Veh Inv



PIO



Expert Marksman



Honor Guard



Crisis Negotiation Team



EOD



DRE



Crash Reconstruction



Employee of the Year



Lifesaving



Valor



Bravery



Purple Heart



Outstanding Service



Renninger Community Policing



Recruit Valedictorian



FBI National Academy



Medal of Honor



ACT



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CIU

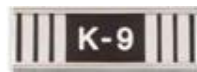
Computer Forensic

DEU

Downtown Patrol



Juneau Airport



Canine Handler



Polygraph Examiner

