

MESA POLICE Department Policy Manual	Chief's Challenge Coin Award Program	DPM 1.11.45 Effective 04/06/2012
Approved by: Chief of Police	Chapter: Boards, Awards & Committees	Page: 1 of 2

1. PURPOSE

This policy provides Mesa Police Department (MPD) members guidelines for the Chief's Challenge Coin Award.

This program is intended to highlight outstanding work performance related to the completion of projects, investigations, reduction in crime, or outstanding support to the overall mission of the MPD, to include the divisions or individual units.

The award is intended to motivate officers and members to work on innovative ideas and demonstrate the desire to improve the overall mission of the MPD.

2. GENERAL

2.1 Types of Coin Awards

A. Chief's Coin

1. This coin is awarded by the chief of police or the responsible assistant chief to any member of the department for successful contribution through completion of exceptionally complex or extremely difficult projects, investigations, or reduction in crime that supports department goals over a specific time frame.

B. Commander's Coin

1. This coin is awarded by a commander to a member of a division for successful completion of complex or difficult division projects, investigations and/or reductions in crime; supporting the overall mission and goals of the division, but to a lesser degree than the Chief's coin.

C. Lieutenant's Coin

1. This coin is awarded by a lieutenant to a member of an area in the department for significant efforts to successfully complete projects, investigations, and/or crime reduction.

3. AWARD PROCESS

3.1 Recommending a Member

- A. Any department member can nominate a fellow member by completing an email or memo, through the nominated member's chain of command, to include:
 1. A synopsis describing the actions or job performance for which the award is recommended.
 2. The level of performance coin requested (Chief, Commander, Lieutenant).

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3. The name and member number of the nominated member.
 4. The name of the recommending member's supervisor.
- B. If the nominated member is a rank of lieutenant/professional staff equivalent or above, the recommendation will be reviewed by the next level responsible supervisor.

3.2 Supervisor Approval

- A. The nominated member's supervisor will review the recommendation, then forward the approved recommendation through the nominated member's chain of command to the responsible division commander.
- B. The responsible division commander will review and approve the coin level.
 1. The lieutenant can issue the lieutenant's coin.
 2. The division commander can issue the commander's coin.
 3. If the division commander believes the coin level should be a Chief's coin, they will send the completed recommendation through to the responsible assistant chief.
- C. The responsible assistant chief will review, and either have the responsible division commander issue the Commander's coin or forward the completed recommendation to the chief of police or designee for approval of issuing the Chief's coin.
- D. The chief of police or responsible assistant chief will issue the Chief's coin to the nominated member upon approval.

3.3 Police Administration

- A. Police administration will maintain the Chief's Challenge Coins and contact the department-approved vendor to order more of the coins as needed.
- B. Each division commander or designee will be responsible for ordering new lieutenants and/or commander's coins from police administration. Each division commander will also be responsible for the purchase of the coins.
- C. The chief of police or designee will be responsible for ordering the Chief's coins through Police Administration.

3.4 Presentation

- A. The nominated member will be presented with the designated Chief's Challenge Coin in person by the responsible lieutenant, commander, assistant chief, or by the chief of police, depending upon the level of coin presented.
- B. A copy of the documentation submitted will be placed in the nominated member's workstation file.