I. POLICY

The issuance of an award, commendation, or medal is a method to recognize the effort and sacrifice of a Department members or the public. The Davis Police Department encourages every member to recognize the effort of fellow members and the public.

It is the Policy of the Davis Police Department to formally acknowledge Department members who demonstrate exceptional performance through a commendation, member of the quarter award, ribbon or medal.

A gold star on a ribbon signifies the employee has received the medal/ribbon multiple times. Department issued medals and ribbons, in descending order, authorized for wear with the Department uniform are:

- Medal of Valor (R/W/B)
- Police Chief Citation of Heroism (R/W/B)
- Police Star (B/W/B)
- Natalie Corona Distinguished Service Medal (B/W)
- Vic Mentink Distinguished Career Medal (R/W/R)
- Purple Heart Medal (P)
- Lifesaving Ribbon (R)
- Meritorious Achievement Ribbon (R/W)
- Natalie Corona Campaign Ribbon (Black/Blue/Black)
- Unit Citation Ribbon (G/B/G)
- Bill D. Bartholomew Community Policing Ribbon (B)
- Distinguished Service Ribbon (R/G/R)
- Campaign/Service Ribbon (B/G/B)
- Police Officer of the Year Ribbon (R/Y/W)
- Dispatcher of the Year Ribbon (R/Y)
II. **PROCEDURE**

A. Written Commendations

Supervisors/Administrators may issue Memorandums of Commendation. Written commendations will be placed in the member’s personnel file with a copy to the member.

If the commendation is written by a non-supervisor or citizen, the commendation should be sent to the member’s immediate supervisor with a copy sent to the Division Commander. The Division Commander may place the commendation in the member’s personnel file.

B. Citations

A Division Commander may recommend to the Police Chief that a Citation be issued with any written commendation that is particularly worthy of formal Departmental recognition. The Police Chief may award the Citation at an appropriate ceremony.

C. Formal Awards and Medals

1. Awards and Decorations Board

   a. Nominations for a formal award or medal are to be submitted via memorandum from the nominating supervisor or manager to the Professional Standards Lieutenant. Nominations must be accompanied by a background profile of the nominated individual and a summary of the event or circumstances leading to the nomination. Any reports, memos, witness statements, or newspaper/media articles or clips should accompany the nomination.

   b. The Awards and Decorations Board is normally responsible for evaluating the nomination and making recommendations to the Police Chief who may issue the formal award. The Police Chief may award any medal/ribbon at their own discretion.

   c. The Board shall be composed of the Bureau Commanders, Division Commanders, and the President and Vice President of the Davis Police Officers Association. The Professional Standards Lieutenant shall be the chair.

2. Medal of Valor

   a. The Medal of Valor is the Department’s highest award and may be awarded to officers who distinguish themselves by conspicuous bravery or heroism above and beyond the normal demands of police service. To be awarded the Medal of Valor, an officer shall have performed an act displaying extreme courage while consciously facing imminent peril.

   b. It is presented by the Police Chief in the name of the Department at an appropriate awards ceremony. The award consists of a medal (Ed Jones #VM765), ribbon (Red/White/Blue), and citation.
3. Police Chief Citation of Heroism.
   a. The Police Chief Citation of Heroism may be awarded to a department member or member of the public for an act of heroism which involves great risk of personal injury or death.
   b. The citation is awarded by the Police Chief at an appropriate ceremony. Department members who receive the citation will be awarded a medal (Ed Jones #VM765), ribbon (Red/White/Blue), and citation.

4. Police Star.
   a. The Police Star may be awarded to members who distinguish themselves by performing well in a stressful situation involving the real threat of imminent danger to others with exceptional tactics and/or judgment.
   b. The award is presented by the Police Chief at an appropriate ceremony. The award consists of a medal (Ed Jones #VM717), ribbon (Blue/White/Blue), and citation.

5. Natalie Corona Distinguished Service Medal.
   a. The Natalie Corona Distinguished Service Medal may be awarded to members who distinguish themselves by performing exceptional service in a duty of great responsibility or of critical importance to law enforcement or the Department.
   b. The Police Distinguished Service Medal is awarded by the Police Chief at an appropriate ceremony. The award consists of a medal (Ed Jones #VM403), ribbon (Blue/White), and citation.

   a. The Vic Mentink Distinguished Career Medal may be awarded to members with 20 or more years of service who have achieved a cumulative record of service which reflects exceptional achievements that substantially contributed to furthering the mission of the Davis Police Department.
   b. The Vic Mentink Distinguished Career Medal is awarded by the Police Chief at an appropriate ceremony. The award consists of a medal (Ed Jones #VM403), ribbon (red/white/red), and citation.

7. Purple Heart.
   a. The Purple Heart is awarded to members who receive serious, life threatening, or deadly injuries, caused by another, sustained in the line of duty. A serious injury means a serious impairment of physical condition, including, but not limited to, one or more of the following: loss of consciousness; concussion; bone fracture; protracted loss or impairment of function of any bodily member or organ; a wound requiring extensive suturing; and serious disfigurement.
   b. The Purple Heart is awarded by the Police Chief at an appropriate ceremony. The award consists of a medal (Entenmenn-Rovin #1526), ribbon (Purple), and citation.
8. Lifesaving Ribbon.
   a. The Lifesaving Ribbon is awarded to recognize the actions of Department personnel that result in the saving or preservation of human life that otherwise would have been lost without the member’s direct involvement.
   b. A member can receive only one lifesaving award per incident, regardless of how many victims were involved.
   c. The ribbon is awarded by the Police Chief in an appropriate ceremony. The award consists of a ribbon (Red) and citation.

   a. The ribbon is awarded for either sustained noteworthy achievement or a single significant noteworthy achievement of importance at or following a critical incident. These achievements are of a lesser nature than those required for the Natalie Corona Distinguished Service Medal, but greater than those for a Distinguished Service Ribbon.
   b. The ribbon is awarded by the Police Chief in an appropriate ceremony. The award consists of a ribbon (Red/White) and citation.

10. Natalie Corona Department Ribbon
   a. The ribbon was awarded to members who responded to or worked the critical incident involving the on-duty death of Officer Natalie Corona on January 10, 2019.
   b. The ribbon was awarded by the Police Chief and consists of a ribbon (Black/Blue/Black).

11. Unit Citation Ribbon.
   a. A Unit Citation Ribbon is awarded for involvement in an extraordinary program or operation that is collectively performed by a work group or unit that exemplifies quality or service.
   b. The ribbon is awarded by the Police Chief in an appropriate ceremony. The award consists of a ribbon (Gold/Blue/Gold) and citation.

D. Special Awards

1. The Bill D. Bartholomew Community Policing Ribbon.
   a. The Community Policing Ribbon is awarded to Department personnel who have solved a significant community problem, included the community in the problem solving process, and/or shown a commitment to the Department’s Community Policing philosophy.
   b. Recommendations for the Community Policing Ribbon may come from a variety of sources including community, peer, or supervisory nomination. Nominations for the award may be made directly to the Police Chief by letter or memorandum.
   c. The award is presented by the Police Chief and consists of a ribbon (Blue) and citation.
2. Distinguished Service Ribbon.
   a. The Distinguished Service Ribbon may be awarded to members who have achieved a cumulative record of service that furthers the mission of the Davis Police Department or for a single significant noteworthy achievement of importance, especially following a critical incident. These achievements are of a lesser nature than those required for the Meritorious Achievement Ribbon, but greater than those for a Chief’s Citation.
   b. Recommendations for the Ribbon may come from a variety of sources including peer or supervisory nomination. Nominations for the award may be made directly to the Police Chief by memorandum.
   c. The ribbon is awarded by the Police Chief and consists of a ribbon (Red/Gold/Red), and citation.
3. Campaign/Service Ribbon.
   a. A Campaign/Service Ribbon may be awarded for meritorious response to major incidents/disasters.
   b. Recommendations for the Campaign/Service Ribbon may come from a variety of sources including peer or supervisory nomination. Nominations for the award may be made directly to the Police Chief by memorandum.
   c. The award is presented by the Police Chief and consists of a ribbon (Blue/Gold/Blue) and citation.
4. Police Officer of the Year
   a. Each calendar year a sworn officer will be selected as Officer of the Year. The officer may be selected among those who distinguish themselves by performing exceptional service in a duty of great responsibility or of critical importance to the Department.
   b. Nominations for the award are made in January of each year to the Davis Police Officers Association Board of Directors. The Board will review nominations and make a recommendation to the Police Chief. The Police Chief will make the final selection.
   c. The award, consisting of a citation and ribbon (Red/Yellow/White) is presented by the Police Chief at an appropriate ceremony.
5. Public Safety Dispatcher of the Year
   a. Each calendar year a dispatcher will be selected as Public Safety Dispatcher of the Year. The dispatcher may be selected among those who distinguish themselves by performing exceptional service in a duty of great responsibility or of critical importance to the Department.
   b. Nominations for the award are made in January of each year to the Davis Police Officers Association Board of Directors. The Board will review nominations and make a recommendation to the Police Chief. The Police Chief will make the final selection.
   c. The award, consisting of a citation and ribbon (Red/Yellow) is presented by the Police Chief at an appropriate ceremony.
6. Professional Staff Member of the Year
   a. Each calendar year a professional staff member will be selected as Member of the Year. The member may be selected among those who distinguish themselves by performing exceptional service in a duty of great responsibility or of critical importance to the Department.
   b. Nominations for the award are made in January of each year to the Davis Police Officers Association Board of Directors. The Board will review nominations and make a recommendation to the Police Chief. The Police Chief will make the final selection.
   c. The award, consisting of a citation and ribbon (Red/Yellow) is presented by the Police Chief at an appropriate ceremony.

7. The John Stroble Memorial Award
   a. The John Stroble Memorial Award may be awarded to Reserve Police Officers who distinguish themselves by performing exceptional service in a duty of great responsibility or of critical importance to the department.
   b. Nominations for the memorial award may be made from the Reserve Coordinator to the Police Chief.
   c. The award, consisting of a citation, ribbon (Gold), and plaque, is presented by the Police Chief at an appropriate ceremony.

8. The John P. Huber Memorial Award
   a. The John P. Huber Memorial Award may be awarded to Police Cadets who distinguish themselves by performing exceptional service in a duty of great responsibility or of critical importance to the department.
   b. Nominations for the memorial award may be made from the Cadet Coordinator to the Police Chief.
   c. The award, consisting of a citation, ribbon (Green), and plaque, is presented by the Police Chief at an appropriate ceremony.

E. Special Citations/Certificates

1. The Davis Police Department Certificate of Appreciation
   a. A Certificate of Appreciation may be awarded to any member of the public for an exemplary contribution or an outstanding act of service which assists the Department or the law enforcement profession in fulfilling its objectives.
   b. Whenever a member becomes aware of an incident in which a member of the public has assisted the Police Department in accomplishing its goal to prevent and/or reduce crime, the member may write a memorandum to their Division Commander indicating the name, address and telephone number of the citizen, if possible, and a brief description of the circumstances surrounding the incident. The Division Commander may submit the information to the Police Chief who may issue the certificate.
   c. The certificate is presented by the Police Chief.
2. The Service Retirement Citation.
   a. The Service Retirement Citation is awarded to members who honorably retire after serving 10 or more years at the Davis Police Department.
   b. The award, consisting of a citation, lapel pin, and the member’s badge or badges mounted in a “shadow box”, is presented by the Police Chief at an appropriate ceremony.

3. The Douglas E. Cantrill Citation.
   a. The Cantrill Citation is awarded in memory of sworn personnel who die from injuries sustained in the line of duty.
   b. The award, consisting of a citation and the officer’s badge mounted in a “shadow box”, is presented by the Police Chief to a member of the officer’s family at an appropriate ceremony.

   Note: The presentation of the Cantrill Citation does not preclude the awarding of another award posthumously to a deserving officer.

F. Member of the Quarter

A member who has exhibited exemplary or outstanding performance during a quarter year shall be eligible for a member recognition award.

1. Any member can nominate any other member for the Member of the Quarter Award. Nominations shall be submitted to the Professional Standards Lieutenant in memorandum form within five working days following the end of the quarter. The names of the candidates, and supporting memoranda, shall be provided to the Member Recognition Committee within ten working days following the end of the quarter.

2. The Member of the Quarter Selection Committee will be comprised of department administrative staff. The Professional Standards Lieutenant shall coordinate the selection of an award recipient.

3. Quarters will end on the last day of the following months: March, June, September, and December.

4. The Member of the Quarter will receive a $45.00 gift certificate from the eating establishment of their choice, within the City of Davis.

5. The Police Chief or a Bureau Commander will present the Member of the Quarter award to the receiving member.

G. Veteran’s Emblem

As a means of displaying veteran’s status, one earned service ribbon of the Armed Forces of the United States may be worn above the right pocket of the uniform shirt. The ribbon shall be listed on the veteran’s DD-214.

Darren Pytel
Police Chief
Created:
2/94

Revised:
10/99
4/03- additional awards and citizen recognition added
12/05: Employee of the Quarter award added
05/10: Distinguished Career Medal added
01/12: Officer and Dispatcher of the Year added
03/16: Unit, Campaign, Distinguished Service and Employee of Year ribbons added.
3/19: updated for Natalie Corona ribbons.
5/19

Reviewed: 12/00, 12/05, 12/07, 3/10, 10/11, 12/17