JOPLIN POLICE DEPARTMENT	2-04 STANDARD OPERATING GUIDELINE
SUBJECT: Awards	**REVIEW DATE: Annually - February**
EFFECTIVE DATE: 02/29/24	**ACTION DATE:**
AMENDS/SUPERSEDES: 9/26/2019	**AMEND DATE: 02/29/2024**
ACCREDITATION INDEX: 26.1.2	**APPROVED:** Richard A. Pearson **Chief of Police**

I. POLICY

It is the Policy of this Department to recognize individual and/or unit achievement for actions beyond what is normally expected. (26.1.2)

II. PURPOSE

The goal of the Joplin Police Department is to recognize police personnel, city employees, and citizens for their service to the community. (26.1.2) This shall be accomplished by:

A. Recommendations of awards by the Awards Committee.

B. The implementation of procedures listed in the procedures section below.

C. Awards and recognitions both formally and informally.

D. Formal presentations at the police department's annual Awards Banquet.

III. PROCEDURES (26.1.2)

A. Awards Committee

1. The Awards Committee should consist of 6 members.

2. Committee members should consist of one (1) member from the Uniformed Operation's Bureau, one (1) member from the Investigation's Bureau, one (1) member from the Professional Standard's Bureau, one (1) member from the Jail, and one (1) member from Dispatch. The Sergeant of Internal Affairs will be a non-voting member. During instances of a tie the Chief of Police or his designee will have the final vote.

3. The Chief of Police or his designee shall appoint the members of the Awards Committee.

4. The Awards Committee shall meet monthly to consider recommendations for awards while considering the following:

   a. The act warrants special attention.

   b. The officer is deserving of a specific award.

c. The officer is deserving of a letter of commendation or other written recognition in lieu of a specific award.

5. The Committee will submit in writing recommendations to the Chief of Police. The Chief of Police or his designee will approve each award.

6. The Awards Committee shall be responsible for coordinating the awards presentations both monthly and at the police department's Awards Banquet.

B. Chief of Police Awards Dispensation

Upon receipt of a recommendation from the Awards Committee, the Chief will take whatever action he/she deems appropriate. If the Chief determines that the act does not warrant special attention, then the Chief will notify the Awards Committee in writing.

C. Awards Recommendations

Any employee of the Joplin Police Department may recommend any other member of the department, city employee, or citizen for an award or commendation, and any citizen or other city employee may recommend any employee of the Joplin Police Department for an award or commendation. When possible, this recommendation will be submitted to the Awards Committee in memorandum format with supporting documentation.

IV. AWARDS AND COMMENDATIONS - PERIODIC

A. **Police Officer Awards**

1. Officer of the Month: Awarded to officers who perform exceptional acts or achievements in the performance of their duties.

2. Officer of the Year: May be granted for an outstanding act or achievement by a Police Officer which brings credit to the department and which involves performance above and beyond that which is required by an Officer's basic assignment. It may be granted for an act of outstanding bravery or heroism by which an employee has demonstrated in great degree the characteristics of selflessness, personal courage and devotion to duty.

   This award may also be granted to an officer who best typifies exemplary service to the citizens of Joplin based on the quality and completeness of his or her job assignment, his/her ability to interface with the public in a positive manner, consistent quantity and quality of work, his/her willingness to accept and complete assignments, and special expertise and professionalism displayed during performance of duty.

3. Detective of the Year: May be granted for an outstanding act or achievement by a Detective which brings credit to the department and which involves performance above and beyond that which is required by a detective's basic assignment. It may be granted for an act of outstanding bravery or heroism by which an employee has demonstrated in great degree the characteristics of selflessness, personal courage and devotion to duty.

   This award may also be granted to a detective who best typifies exemplary service to the citizens of Joplin based on the quality and completeness of his or her job assignment, his/her ability to interface with the public in a positive manner, consistent quantity and quality of work, his/her willingness to accept and complete assignments, and special expertise and professionalism displayed during performance of duty.

4. Rookie of the Year: Awarded to the "Rookie" officer who best typifies exemplary service to the citizens of Joplin based on the quality and completeness of investigations and reports prepared, his

ability to interface with the public in a positive manner, consistent quantity and quality of work, his willingness to accept and complete assignments, and special expertise and professionalism displayed during performance of duty. The performance period to be considered will be the first twelve (12) months of their employment as a Joplin Police Officer. To be considered for this award, the officer must have begun their career as a law enforcement officer during that performance period.

B. **Corrections Officer Awards**

1. Corrections Officer of the Year: May be granted to a Corrections Officer for an outstanding act or achievement that brings credit to the Department and involves performance above and beyond what which is required by a Corrections Officer's basic assignment. It may also be granted to a Corrections Officer who consistently displays professionalism and expertise in their job performance.

2. Corrections Officer of the Quarter: May be granted to a Corrections Officer who performs exceptional acts or achievements in the performance of their duty.

C. **Communications Officer Awards**

1. Communications Officer of the Year: May be granted for an outstanding act or achievement by a Communications Officer which brings credit to the Department and which involves performance above and beyond that which is required by a Communications Officer's basic assignment. It may also be granted to a Communications Officer who demonstrates exemplary service to the Citizens of Joplin through special expertise and professionalism displayed during the performance of duty.

2. Communications Officer of the Quarter: May be granted to a dispatcher who performs exceptional acts or achievements in the performance of their duty.

D. **Civilian Employee Awards**

1. Civilian Employee of the Year: May be granted to a civilian employee within the police department, that does not work as a Corrections Officer or a Communications Officer, for an outstanding act or achievement which brings credit to the department and which involves performance above and beyond that which is required by a civilian employee's basic assignment. It may also be granted to a civilian employee who demonstrates exemplary service to the Citizens of Joplin through special expertise and professionalism displayed during the performance of duty.

E. **Department Employee Awards**

1. Supervisor of the year: May be granted to a supervisor within the police department, to include dispatch and jail. The supervisor must have exhibited strong leadership and management skills in the performance of their duty as a supervisor. A supervisor acceptable for this award must maintain effective communication between command staff and first line employees, and treat all employees in a just and consistent manner. It may also be granted to a supervisor who brings credit to the department by demonstrating a high level of selflessness, personal courage, and professionalism in the performance of their duty.

2. Community Service Award: May be granted to *any employee* of the Police Department for their outstanding contribution(s) to the betterment of our community which is considered above and beyond what is expected of that persons normally assigned duties.

3. Lifesaver Award: May be granted to *any employee* who during the performance of their duty provides assistance to a citizen, without which a life might have been lost.

V. AWARDS AND COMMENDATIONS - SPECIFIC

A. Medal of Honor: May be awarded to a police department employee for permanent duty disability occurring in the line of duty and resulting in death or early retirement, including;

1. Permanent injury while affecting an arrest;

2. Wounds sustained from a weapon (Not Self-Inflicted);

3. Traffic accident;

B. Medal of Valor: May be awarded to a police department employee who performs an act in the line of duty, at imminent personal hazard to life.

C. Combat Cross Medal: May be awarded to an officer who engages in firearms while in the line of duty, and displays bravery in the face of danger during the exchange of gunfire.

D. Wounded in Combat Medal: May be awarded to police department employee who is wounded in the line of duty, as a direct result of an attempt on the employee's life by means of a weapon.

E. Gallantry Medal: May be awarded for an act of distinguished bravery in the apprehension of a suspect who is a major threat to the welfare of the community and/or the officer.

F. Grand Cordon Award: May be awarded for participation of the members of a unit within the police department and/or the entire department staff in a cited action.

G. Meritorious Service Award: May be awarded for highly unusual accomplishment under adverse conditions with some degree of hazard to life and limb, or where death or injury to a third party was prevented.

H. Chief's Achievement Award: May be awarded for an act or achievement for bringing public acclaim to the department and the police profession through programs to further police efficiency or contributions to the welfare and advancement of the profession.

I. Good Conduct Award: A good conduct ribbon will be awarded for three or more years of service with no written warning or reprimands concerning disciplinary action.

J. Safe Driving Award: Awarded for five years of service with the Police Department without a chargeable or faulted accident.

K. Educational Achievement Award: Awarded to any police department employee achieving a degree from an accredited university or college while employed with the Joplin Police Department.

L. The Samaritan of the Year Award: May be awarded for an act of humanity for those in need, by attending to them in the time of crisis, accident, or danger.

M. Spouses Honor: May be awarded for special understanding and support in sharing the problems of a tour of duty. It's a public salute and expression of the officer's "Love and Thanks" for that special person in their life.

N. Distinguished Volunteer Service Award: May be awarded for the voluntary assistance and service provided by Reserve Officers, Explorers, Sentinels, or other volunteer units, for distinguished service to the police department and/or community.

O. Honorable Discharge Badge: May be awarded for recognition of an officer who is eligible for retirement and/or entering new employment opportunities, and has served the community during

his/her period of service in an honorable fashion. The honorable discharge badge is defined as the Joplin Police Department badge of the rank of the officer at time of retirement with the word "Retired" engraved on it.

P. Exceptional Service Award: May be awarded to a police officer or civilian employee for the performance of an extremely laudable or extraordinary act.

Q. Civilian Service Certificate: May be awarded to a civilian whose assistance to the police department was given without regard to personal welfare, and had a positive bearing on the outcome of an incident.

R. Letter of Commendation: May be awarded for an employee who performs a particularly noteworthy act or service.

S. Letter of Excellence: May be awarded to an employee or citizen whose actions deserve special recognition, but may not warrant one of the above awards.

T. Any of the above awards may be awarded to the Chief of Police, but only upon authority of the City Manager or his designee.

VI. CITATION BARS

A. The citation bars will be worn centered above the right breast pocket flap of the uniform shirt.

B. A cluster hanger may be used to display all of the citation bars, for an occasion or on a permanent basis, at the discretion of the Chief of Police.

C. Citation bars will be arranged in accordance with the bar ranking. (Reference Appendix A)

D. Citation bars will be awarded to members who are selected to join the following units;
1. S.W.AT.
2. K-9
3. Motorcycle
4. School Resource Officer
5. Honor Guard
6. Bike Patrol
7. Drone Unit/Pilot

E. Citation bars will be awarded for the following specialty assignments:
1. Field Training Officer
2. Firearms Instructor
3. Crash Reconstruction
4. Peer Support Officer

VII. MEDALS

A. The medals are to be worn in such a manner that not more than four (4) medals shall be in a row.

B. The medals are to be positioned so the holding bar of the lowest row of medals is centered above the top of the flap of the left breast pocket.

C. Medals will be worn in ascending order from right to left.

D. The Medal of Valor is to be worn around the neck so that the pendant is centered on the chest.

E. Recipient of the medal shall be entitled to receive the medal, citation bar and certificate for framing.

F. The actual medal will only be worn when authorized by the Chief of Police.

VII. CEREMONIES

A. Law Enforcement Memorial Week: Law Enforcement Memorial Week is in recognition of officers who have died in the line of duty. Law Enforcement Memorial Week will be the week in which May 15th falls, of each calendar year. During this week, officers shall wear a black stripe of elastic across the badge in honor of those that gave the ultimate sacrifice to their community and fellow man.

B. Awards Banquet: The Awards Banquet will be scheduled during the second quarter of each calendar year. The banquet will be held to present awards for worthy acts that have occurred during the previous 12-month period.

VIII. COMPLIANCE

Violations of this policy, or portions thereof, may result in disciplinary action as described in the City of Joplin's Personnel Rules, or the Joplin Police Department's Rules and Regulations and General Orders. Members of the Joplin Police Department, while assigned to or assisting other agencies, shall comply with this policy.

IX. APPLICATION

This document constitutes department policy, is for internal use only, and does not enlarge an employee's civil or criminal liability in any way. It shall not be construed as the creation of a higher legal standard of safety or care in any evidentiary sense, with respect to third party claims insofar as the employee's legal duty as imposed by law. Violations of this policy, if proven, can only inform the basis of a complaint by this department, and then only in a non-judicial administrative setting.

APPENDIX A

COURAGE

1. Medal of Honor
2. Medal of Valor
3. Combat Cross
4. Wounded in Combat
5. Gallantry Medal
6. Tornado Medal

ACHIEVEMENT

7. FBI National Academy
8. SPI
9. Command College
10. Chiefs Achievement
11. Master's Degree
12. Bachelor's Degree
13. Educational Achievement
14. Officer of the Year
15. Detective of the Year
16. Rookie of the Year

SERVICE

17. Military Service
18. Meritorious Service
19. Exceptional Service
20. Years of Service
21. Good Conduct
22. Safe Driving
23. Samaritan Award
24. Letter of Commendation
25. Grand Cordon

UNIT

26. SWAT
27. K-9
28. Motorcycle
29. SRO
30. Honor Guard
31. Bike Patrol
32. Drone Team/Pilot

SPECIALTY

33. Peer Support
34. FTO
35. Firearms Instructor
36. Crash Reconstruction