



UNIVERSITY of NORTH ALABAMA  
Police Department

Award Nomination

This form will be used when nominating an employee for any award. Please review the award categories and mark the award most appropriate for the nominee. Attach copies of any letters, commendations, or witness statements. Submit completed form to an Awards Board member or to the nominee's supervisor.

Type of Award

- Medal of Honor, Medal of Valor, Distinguished Service, Lifesaving Award, Purple Heart, Meritorious Service, Chief's Award, Community Service, Outstanding Volunteer, Educational Achievement Award, Global War on Terrorism, Marksmanship, Administrative Excellence Certificate, Certificate of Appreciation, Unit Shift Citation, Meritorious Arrest Award, Civilian of the Year, Supervisor of the Year, Officer of the Year, Citizen of the Year

Nominee's Information

Name: ID:
Assignment: Rank/Classification:

Nominator's Information

Name: ID:
Assignment: Rank/Classification:

Witnesses

Awards Board Recommendation

- Approved as Nominated, Approved - Amended Award, Other

Comments:

Three horizontal lines for writing comments.

Police Chief's Decision

- Approved as Nominated, Approved - Amended Award, Other

Comments:

Three horizontal lines for writing comments.

**Detailed Description of the incident**

Nominator's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Description of Awards

Medal of Honor - Presented by the Chief on behalf of the citizens of the University, the Medal of Honor is the highest award that can be conferred upon any employee. It is awarded for acts of exceptional courage of bravery above and beyond the call of duty at the risk of imminent danger, sustained great bodily harm, or loss of life.

Medal of Valor - Second to the Medal of Honor; it is awarded to an employee for conduct depicting sound judgment and exceptional bravery that has the potential of great bodily harm.

Distinguished Service- Third highest medal awarded to an employee for excellence in the performance of duty that is beyond the scope of normal occurrence in their duty.

Lifesaving Award - Awarded to an employee who saved the life of another where there was no risk of bodily harm to the employee. This award may also be presented to citizens for demonstrating similar efforts

Purple Heart - Awarded to sworn employees who have sustained serious injury while engaged in enforcement action under extremely hazardous conditions or as a result of an act of hostile intent.

Meritorious Service - Presented to employees at or near the completion of their career with the Department, for continuous and long-term exemplary performance of outstanding service to the community and the Department. The service must represent a significant and cumulative benefit reflecting a highly unusual degree of dedication, initiative, and loyalty, and further reflects on the knowledge and experience gained throughout the career. Recommendations for this award go directly to the Chief of Police for his consideration and are not subject to the review by the Awards Committee.

Chief's Commendation Award - Awarded at the discretion of the Chief to an employee for effort and diligence beyond that normally required for the efficient accomplishment of his/her duty. May be awarded to an Employee of the Year.

Community Service Award - Presented to an employee for outstanding achievement or exceptional effort on behalf of the community. This award may be presented for actions resulting in the enhancement of a community's quality of life or the reduction of crime, or fear of crime when there is no risk of bodily harm to the employee. This award may also be presented to citizens for demonstrating similar efforts.

Outstanding Volunteer Award – Awarded to members who performed outstanding volunteer community service of a sustained, direct and consequential nature. To be eligible, an individual's service must (1) be to the civilian community (2) be significant in nature and produce tangible results; (3) reflect favorably on the Department; and (4) be of a sustained and direct nature. The award is intended to recognize exceptional community support over time and not a single act or achievement. Further, it is intended to honor direct support of community activities.

Educational Achievement Award – Awarded to members who have achieved academic excellence.

Global War on Terrorism Award - Authorized to be awarded to members who have participated in or served in support of Global War on Terrorism Operations

Marksmanship Award – Awarded to members of the Department who have shown expert ability in pistol qualifications

Administrative Excellence Award - Presented to an employee for efforts in promoting efficiency within the administration of the Police Department.

Certificate of Appreciation - This award serves to recognize employees for exceptional effort toward the accomplishment of the Police Department mission. This award may also be presented to citizens for assistance toward law enforcement.

Unit Citation - May be presented to any organizational component ( unit, section, or division) within the Police Department recognizing the accomplishment of a special assignment, project or mission of the Police Department in an exceptionally meritorious manner. The award is inclusive of all employees assigned to that unit at the time of the award presentation. (Nominations for this award may be made only by the Chief, Major or Lieutenant).

Supervisor of the Year – The Police Department will designate a supervisor (either sworn or civilian) as the supervisor of the year.

Officer of the Year – The Police Department will designate one officer as the officer of the year.

Civilian of the Year – The Police Department will designate one civilian as civilian of the year. This award will be given to a non-sworn member.

Citizen of the Year – Awarded to a person not employed by the University of North Alabama Police Department.