

REVISED MAY 31, 2013

LAW AND ORDER INFORMATION

The Department's Law and Order program is one of the best ways to enhance the image of your Post and The American Legion and at the same time, recognize outstanding individuals within your community.

Contained within this program are several Law and Order Awards available from Department Headquarters. These awards and their criteria are explained below. It is our hope this information will clarify what is available, what each award involves, how they may be requested, and thus increase awareness of the importance Law and Order and its effect on our daily lives.

AWARD #1

The Department has available to Posts, at no charge, Special Certificate Recognition for presentation to Outstanding Police Officers and Firefighters. The Department Commander and Adjutant will sign these certificates and there is space contained for the signatures of the Post Commander and Adjutant.

Contact should be made by Post Officers with Fire and Law Enforcement Departments or related safety forces officials to determine who should be awarded the certificates before arrangements are made for presentation. These certificates may be requested anytime during the membership year.

AWARD #2

The Department of Ohio will recognize the most outstanding Police Officer, Firefighter, and Civilian Life Saver of the Year. Nominations should be submitted by Posts to their District Commander. **Districts will judge all nominations and submit one winner for each category per District to:**

Department Headquarters no later than 12:00 (NOON) ON FRIDAY, APRIL 8, 2016.

The Department Law and Order Committee will judge the District entries to select the Outstanding Law Enforcement Officer, Firefighter, and Civilian Life Saver of the Year as the Department Winners during their annual meeting. There is no limit that Posts can submit to their respective Districts for judging.

PLEASE NOTE: 35% OF THE JUDGING CRITERIA IS BASED ON COMMUNITY SERVICE – DOCUMENTATION IS REQUIRED

ONE ENTRY PER CATEGORY PER DISTRICT
The American Legion
Department of Ohio
P.O. BOX 8007
Delaware, OH 43015

DEPARTMENT
USE:

Received
date:

NOMINATION FOR PUBLIC SERVICE OF THE YEAR AWARDS

***LAW OFFICER OF THE YEAR**

****FIREFIGHTER OF THE YEAR**

*****CIVILIAN LIFE SAVER OF THE YEAR**

Submitting

District#: _____

Post#: _____

NOMINEE 'S NAME _____

NOMINEE 'S TITLE _____

NOMINEE 'S ADDRESS _____

CITY/STATE/ZIP _____

TO BE CONSIDERED FOR AN AWARD:

1. A COMPLETED DEPARTMENT NOMINATION FORM MUST BE PRESENTED
2. A 5x7 PHOTO MUST BE INCLUDED
3. **A MAXIMUM OF 18 ONE SIDED PAGES MAY** BE INCLUDED SHOWING THE INDIVIDUAL'S SERVICE NARRATIVE, SUPPORTING CITATIONS AND NEWSPAPER CLIPPINGS. FAILURE TO FOLLOW THIS CRITERIA WILL DISQUALIFY YOUR SUBMISSION. **Total pages are limited to a complete package of 21 pages.**

NARRATIVE ON HOW THE NOMINEE SAVED THE LIFE OF THE INDIVIDUAL INCLUDES THE NAMES AND ADDRESSES OF ANY WITNESSES (ATTACH ADDITIONAL PAGES AS NEEDED):

AWARDS ARE GIVEN TO ONE DESERVING INDIVIDUAL IN EACH CATEGORY AS DETERMINED BY THE DEPARTMENT'S LAW AND ORDER COMMITTEE THAT HAS PERFORMED "ABOVE AND BEYOND THE CALL OF DUTY".

*** -THIS AWARD CAN BE GIVEN TO ANY PROFESSIONALLY PAID POLICE, SHERIFF, HIGHWAY PATROL, ETC.**

**** -THIS AWARD CAN BE GIVEN TO PROFESSIONALLY PAID FIREFIGHTER, VOLUNTEER FIREFIGHTER, PARAMEDIC, EMT, EMS, ETC.**

*****-THIS AWARD CAN BE GIVEN TO ANY NONPAID/PROFESSIONAL PERSON .**

SIGNATURE POST COMMANDER

DATE

SIGNATURE DISTRICT COMMANDER

DATE

**FORM MUST BE SIGNED BY POST & DISTRICT COMMANDER TO BE ELIGIBLE FOR JUDGING
MUST BE RECEIVED AT DEPARTMENT HEADQUARTERS NO LATER THAN
12:00 (NOON) ON FRIDAY, APRIL 8, 2016.**

GUIDELINES
REVISED MAY 31, 2013

FOR PUBLIC SERVICE OF THE YEAR AWARDS

FRONT PAGE: **SELECTED AWARD**
 NOMINEE'S NAME
 TITLE
 ADDRESS
 CITY/STATE/ZIP
 PHOTO OF THE NOMINEE
 SEND COMPLETED FORM TO POST COMMANDER FOR
 SIGNATURE
 HAVE POST COMMANDER SEND FORM TO DISTRICT
 COMMANDER FOR SIGNATURE

SECOND PAGE: **SPONSORING POST'S NAME AND NUMBER.**
 THE NAME OF THE POST OFFICER SUBMITTING THE
 NOMINATION.
 A NARRATIVE STATEMENT FROM THE SPONSORING POST.

LIST CERTIFICATES-DO NOT COPY

CONTINUED PAGES SHOULD INCLUDE NEWEST OR LATEST ACCOMPLISHMENTS FIRST, WRITE-UPS IN MAGAZINES AND NEWSPAPERS INCLUDING PICTURES IF AVAILABLE (GOOD DOCUMENTATION OF EVENTS IS A PLUS), OFF DUTY ACTIVITIES SUCH AS: WORKING WITH SCHOOLS, ORGANIZATIONS, CHURCHES, ETC.

LIMIT YOUR RESUMES TO TWO HUNDRED AND FIFTY (250) WORDS OR LESS.

MUST BE RECEIVED AT DEPARTMENT HEADQUARTERS NO LATER THAN
12:00 (NOON) ON FRIDAY, APRIL 8, 2016

FORM MUST BE SIGNED BY BOTH THE POST AND DISTRICT COMMANDERS TO BE ELIGIBLE FOR JUDGING

35% OF THE JUDGING CRITERIA IS BASED ON COMMUNITY SERVICE – DOCUMENTATION IS REQUIRED.

Community Service, Professional Career, Heroism, Letters of Recognition, news clippings, etc., as well as a copy of the officer's State certification, will be provided. National's guidelines will be followed in addition to The Department of Ohio's guidelines for submission awards to National level.

LAW & ORDER

Taken from the National Memorandum:

The goal is to select a well rounded nominee who has exceeded above and beyond the duty requested of their position.

Only one nominee per year may be entered at the Department level.

Consideration for a posthumous award will only be given if the nominee's death occurred after being selected and is within the dates for which the award is being presented.

To be considered for an award:

1. a completed Department nomination form must be presented
2. a 5x7 photo must be included
3. **A maximum of 18 one sided pages may** be included showing the individual's service narrative, supporting citations and newspaper clippings.

Failure to follow these criteria will disqualify your submission.

The nominee (for police and fire) must be recommended by his or her Commanding Officer or supervisor in order to receive the award.

The breakdown for the judging point system is as follows:

Community Service-----	35 points
Professional Career-----	40 points
Heroism-----	20 points
Letters of Recognition, news clippings and other substantiating documentation -----	5 points

Citations for community service, heroism and meritorious performance of duty should be explained for the past year and may include previous years. Include citations and any supporting letters from the nominee's chain of command as well as other documentation from city, county, state authorities and American Legion officials, citizens or civic groups as further evidence of community service, heroic and meritorious performance of duty by the nominee.