	ROSENBERG POLICE DEPARTMENT	
	General Order 4.08 Departmental Decorations	
	Effective Date: 1-9-2014	Replaces: 280
	Approved:  Chief of Police	
Reference: N/A		

I. PURPOSE

To establish guidelines regarding authorized departmental decorations, criteria required for each decoration, and establish protocol in regard to the proper wearing of departmental decorations. Only authorized decorations will be worn on the police uniform. All ribbons, medals, and awards preceding this general order will no longer be authorized.

II. POLICY

It is the policy of the Rosenberg Police Department to recognize and encourage those employees who have given outstanding service to the Department and the community or those who have attained unusual goals or achievements.

III. AWARDS

A. Presentation of Awards

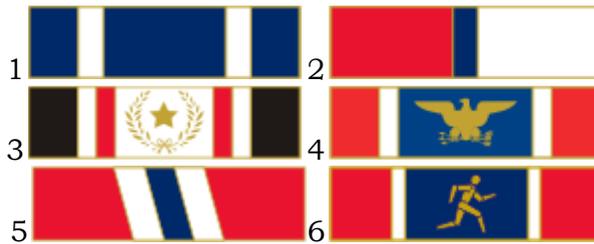
The department’s decorations are listed in the order of precedence that follows, and will be presented by the level of command as indicated:

- The Police Medal of Honor, the Medal for Valor, the Exceptional Service Bar, Chief’s Commendation, Police Commendation, Lifesaving, Purple Heart and Officer of the Year will be presented by the Chief of Police.
- The Division Lieutenant or designee may present all other awards.

B. Wearing of Awards

- The wearing of awards will be authorized for uniformed sworn and non-sworn personnel.

- Award ribbons will be worn directly above and centered on the name tag, in rows of two (2) with a maximum height of three (3) for a total of six (6) ribbons.
An example as follows:



(Note: above example correctly illustrates ribbons mounted in order of seniority as you are looking at the ribbons)

- Ribbons will be worn uniformly throughout the police department by assigned levels of seniority. Arrange ribbons in order of precedence in rows from top down, left to right. Ribbons will be worn by numbers assigned in the order. (i.e. As you look at the above example, the most senior award will be placed in the upper left corner and least senior ribbons will follow).

C. Types of Awards

1. The Police Medal of Honor



- The highest award in the Department.
- To be awarded to an officer who voluntarily distinguishes himself/herself conspicuously by gallantry and extraordinary heroism. The act must be in excess of normal demands and of such a nature that the officer was fully aware of the imminent threat to his or her personnel safety, and acted above and beyond the call of duty at the risk of his or her life.
- The term *above and beyond the call of duty* in the qualifications for the Police Medal of Honor disqualifies all acts of courage, no matter how great, preformed in the course of carrying out verbal or written orders.

2. The Police Medal for Valor



- Ranked next in prominence to the Police Medal of Honor.
- To be awarded for exceptional bravery at imminent risk of serious bodily injury, with the recipient having demonstrated exceptional courage by performing a voluntary course of action in an extremely dangerous situation.

- The term *voluntarily course of action* in the qualification for the Police Medal of Valor disqualifies all acts of courage, no matter how great, performed in the course of carrying out verbal or written orders.

3. Exceptional Service Bar



- Ranked next in prominence to the Police Medal of Valor
- To be awarded to any employee for outstanding performance of duties under unusual, complicated, or hazardous conditions over any period of time.
- To be awarded to any officer for outstanding or superior performance of any assignment over a prolonged period of time, but such performance to be clearly defined as exceptional, placing them well above other personnel of equal or greater rank.

4. Chief's Commendation Bar



- Ranked next in prominence to the Exceptional Service.
- To be awarded to an officer for outstanding performance involving great risk to his or her personal safety while performing his duties.
- May be awarded to any officer for outstanding contributions to law enforcement through the success of difficult police projects, programs or situations, with such contributions being made in a highly professional degree of accomplishment.
- The Chief's Commendation bar may be awarded to any officer, upon recommendation of his or her supervisor, who has received three or more Certificates of Merit or three or more Certificates of Civic Achievement. One year must have elapsed after the awarding of the third such award before an officer is eligible, and recommendations must justify such continuous performance before the award will be made.

5. Police Commendation



- Ranked next in prominence to the Chief's Commendation.
- To be awarded to a member for outstanding performance of his or her duties.
- May be awarded to any member for outstanding contributions to law enforcement through the success of difficult police projects, programs or situations, such

contributions being made in a highly professional degree of accomplishment.

- May also be awarded to an officer who has been recognized by a reputable organization for an outstanding accomplishment. Any such accomplishment would have to be validated.

6. The Life Saving Bar



- Ranked next in prominence to the Police Commendation.
- To be awarded to any officer directly responsible for the saving of a human life.
- This award may also be made where evidence indicates an officer's actions prolonged a human life at least six hours following the release of the victim into the care of medical authorities, even though the victim expires at a later time.
- The saving or prolonging of a human life must occur under one of the following circumstances in which:
 1. The victim has sustained a life-threatening injury or is experiencing life-threatening medical distress or;
 2. The individual is in a life-threatening situation and is rescued by an officer who placed himself/herself in imminent danger.
- Nomination letters must include documentation and supporting evidence to substantiate the award, such as statements from witnesses, physicians, paramedics, or supervisors.
- The award may be approved in addition to the awarding of a higher medal where the facts show the recipient is entitled to such award.
- Meritorious actions not meeting the criteria outlined above may be considered for the award of the Chief's Commendation award.

7. The Purple Heart



- Ranked next in prominence to Life Saving.
- To be awarded to any police officer of this Department who is seriously injured in the line-of-duty due to an assault.
- May be awarded to any Police Officer of this Department who is seriously injured in

the line-of-duty as a result of fires, explosion, etc.

- May be awarded in addition to the awarding of a higher award where the facts show the recipient is entitled to such award.
- The injury must not be the result of or concurrent with any conduct of the recipient that is less than acceptable by all standards.
- Injuries sustained from falling, motor vehicle accidents and the like will not be considered, unless the employee had exhausted all reasonable safety precautions and had no control over the circumstances.

8. Officer/Employee of the Year



- Ranked next in prominence to the Purple Heart.
- To be awarded to a Police Officer who received the Officer of the Year award.

9. Officer/Employee of the Quarter



- Ranked next in prominence to the Officer/Employee of the Year.
- To be awarded to a Police Officer who received the Officer of the Quarter award.

10. Community Service



- Ranked next in prominence to the Officer/Employee of the Quarter.
- To be presented to sworn and non-sworn employees of the Department who bring favorable recognition to the Department through their involvement in civic affairs while acting in the capacity of an employee and representative of the Rosenberg Police Department.
- May be awarded as a one-time presentation to sworn and non-sworn employees who were employed by the Department Prior to their employment they served in the Regular or Reserve component of the Armed Forces during any period designated by the Department of Defense as one for which the National Defense Service Medal or Armed Forces Expeditionary Medal is authorized. To be eligible for the one-time presentation of the Certificate of Civic Achievement the employee must provide documentation verifying award of one of these medals.

11. Good Conduct



- Ranked next in prominence to the Community Service.
- The officer must be employed as a full time commissioned police officer.
- The qualifying period of eligibility is 3 years of active service.
- The requirements are within the required period of active service, the individual must have a clear record (no formal write ups, no suspensions without pay).
 1. If suspended without pay, a new 3-year period shall begin with date of restoration to duty on a probationary basis.
 2. If the personnel record contains any formal write ups, a new 3-year period shall begin with the date following the date of the offense. However, when the date of the offense cannot be determined, the new 3-year period shall begin with the date following the written reprimand.
- May be awarded as a one-time presentation to sworn and non-sworn employees who were employed by the Department, and Prior to their employment with the Department, served in the Regular or Reserve component of the Armed Forces, and during that enlistment they received a Good Conduct Medal issued on behalf of the Department of Defense.
- To be eligible for the one-time presentation of the Good Conduct Medal, the employee must provide documentation verifying award of said medal.

12. Master's Degree Bar



- Ranked next in prominence to the Good Conduct.
- To be awarded to an officer for who currently hold a Master's Degree from an accredited university.

13. Bachelor's Degree Bar



- Ranked next in prominence to the Community Service.
- Authorized to be worn by personnel who currently hold a Bachelor's degree from an accredited university.

14. Associate's Degree Bar



- Ranked next in prominence to the Community Service.
- Authorized to be worn by personnel who currently hold an Associate's degree from an accredited university.

15. Military Service Bar



- Ranked next in prominence to the Master's, Bachelor's or Associate's Degree.
- Authorized to be worn by former military personnel who served a minimum term of four (4) years active duty.
- DD 214 will be sufficient proof of eligibility to wear Military service ribbon.

16. FBI National Academy Bar



- Ranked next in prominence to the Military Service bar.
- Authorized to be worn by employees who attended and successfully completed the FBI National Academy.

17. Graduate, Law Enforcement Management Institute of Texas Leadership Command College (LCC)



- Ranked next in prominence to the FBI National Academy.
- Authorized to be worn by employees who have completed the Leadership Command College at the Bill Blackwood Law Enforcement Management Institute of Texas and all requirements.
- The award will be issued by the Institute, provided it conforms to the size and design of the awards listed in this directive.

18. TCOLE Certification Bar



Intermediate



- Ranked next in prominence to the Graduate, LCC Award.
- The following three bars will not be worn simultaneously, the officer will wear the current highest certification.
 1. Intermediate Certification: Authorized to be worn by personnel who currently hold a TCOLE Intermediate certification.
 2. Advanced Certification: Authorized to be worn by personnel who currently hold a TCOLE Advanced certification.
 3. Master Certification: Authorized to be worn by personnel who currently hold a TCOLE Master certification.

19. Field Training Officer/Training Officer



- Ranked next in prominence to the TCOLE Certification Bar.
- All officers of the Department who are designated Field Training Officers will be required to wear this bar.
- The bar will be worn as long as the officer is designated as an FTO by the Division Commander. The FTO bar will become a permanent award for any officer who trains for any consecutive five-year period. Division Commanders will be responsible for certification of an officer's FTO status over the required time period for purposes of making the time period for purposes of making the FTO bar a permanent award. This award procedure will be retroactive to 1980.
- Permanent award of the FTO bar will be accomplished via a memorandum sent by the Division Commander, to the Chief's Office. The memo will document the five consecutive years of service as an FTO. A copy will be placed into the officer's personnel file.
- It is the responsibility of the FTO's Division Commander to ensure that officer's holding FTO status are issued a bar, and that the bar is returned to the Division Commander should the officer be removed from FTO status either voluntarily or by the Division Commander.

20. Police Instructor Bar



- Ranked next in prominence to the Field Training Officer/Training Officer Bar.
- To be worn by personnel who are active instructors and have completed the Basic Instructor Class as required by T.C.O.L.E.

21. Physical Fitness Bar



- Ranked next in prominence to the Police Instructor bar.
- To be worn by personnel who pass the Department's Physical Fitness Assessment and meet the following minimum requirements in each category; either 70% or 90%.

22. Honor Guard Bar



- Ranked next in prominence to the Physical Fitness bar.
- To be worn by active Honor Guard members, as deemed by the Honor Guard Commander.

23. School Resource Officer Bar



- Ranked next in prominence to the Honor Guard.
- Authorized to be worn by current School Resource Officers.

24. Crime Prevention Bar



- Ranked next in prominence to the School Resource Officer Bar
- To be worn by personnel who are active instructors and have completed the Crime Prevention Course as required by T.C.O.L.E.



25. Explorer Advisor Bar

- Ranked next in prominence to the Crime Prevention Bar.
- To be worn by personnel who have completed one year as an explorer advisor and 20 hours of training.

26. Special Weapons and Tactics – SWAT Lapel Pin

- Officers appointed to the SWAT Team will be issued the SWAT Lapel Pin.
- Only active members of SWAT may wear the SWAT Lapel Pin

27. K-9 Officer Lapel Pin

- Officers appointed to K-9 will be issued the K-9 Lapel Pin.
- Only active members of K-9 may wear the K-9 Lapel Pin.