

ATTORNEY GENERAL AWARDS PROGRAM

GUIDELINES

The purpose of the ongoing Attorney General's Awards Program is to extend official recognition to citizens and peace officers who perform heroic acts or meritorious service in support of law enforcement or crime prevention. It is intended to provide public awareness of the positive efforts and actions of local and state law enforcement officers and citizens as they endeavor to protect and serve the community.

This program is complementary to similar programs established and maintained by local governments and by other departments within state government.

There are six award classifications and nominees must meet one of the following criteria to qualify:

1. PEACE OFFICER CERTIFICATE OF VALOR

"For your heroic action reflecting credit upon law enforcement in the highest tradition."

Criteria:

- a. An act of heroism which extends far beyond the normal call of duty where failure to take such action would not justify censure.
- b. The act must include the actual risk of life and the nominee having had sufficient time to evaluate the risk.

2. POLICE OFFICER CERTIFICATE OF COMMENDATION

"In recognition of your outstanding contribution to your community, state, and nation."

Criteria:

- a. Meritorious Achievement-The performing of an act, or acts, under emergency conditions where bravery is involved but which is not above and beyond the normal call of duty.
- b. Superior Effort-The performing of an act under emergency conditions not involving bravery, where unusual effort is involved and where such act results directly in the saving of a human life or directly sustains life even though the injury or condition proves to be fatal.
- c. Outstanding Performance-That attention to duty which consistently reflects exemplary job performance over and above the standard level expected for the position involved.

3. PEACE OFFICER RETIREMENT CERTIFICATE OF COMMENDATION

“In recognition of meritorious service in support of California law enforcement.”

Commendations or letters of recognition may be awarded to individuals retiring or transferring from the law enforcement community. Number of years of service and accomplishments during the period will be considered.

Criteria:

- a. Nominees from local law enforcement agencies should be at the lever of chief or sheriff. Consideration will be given to other levels on an individual basis for exceptional contributions to law enforcement during their career. The contribution should be significant and service should be over 20 years.
- b. Nominees from federal or state law enforcement will be determined on an individual basis and are approved by the Attorney General and/or approved/recommended by the Director of the Division of Law Enforcement or the Director of the Criminal Justice Information Services Division.

4. CITIZEN CERTIFICATE OF VALOR

“For outstanding service to the community and the State and for your heroic action in support of criminal justice.”

Criteria:

- a. An act of heroism which directly assists law enforcement or contributes to the safety of the community, where the objective is of sufficient importance to justify the risk.
- b. Where the nominee risks his/her life with full and unquestionable knowledge of the danger involved or where a reasonable person would assume his/her life was in great danger.

5. CITIZEN CERTIFICATE OF COMMENDATION

“In recognition of your outstanding contribution to your community, state, and nation.”

Criteria:

- a. A major accomplishment which directly makes a substantial contribution to more effective law enforcement or crime prevention.
- b. Performance of an exceptional act under emergency conditions, not involving bravery, wherein a service is rendered that results directly in sustaining human life.
- c. Sustained or continuous personal support of law enforcement evidenced by acts or deeds.

6. CERTIFICATE OF APPRECIATION

“For outstanding and meritorious service to the community in support of law enforcement and crime prevention.”

Criteria:

- a. A major accomplishment by a service organization or private business that significantly impacts law enforcement or crime prevention.
- b. For a media entity that provides extensive coverage and/or participation in crime prevention programs.

NOMINATION PROCEDURE

Award nominations are to be made by the chief law enforcement officer of the jurisdiction where the service or act of heroism occurred. The award program is an ongoing process; nominations should be made as soon as possible after the act or activity is completed. The nomination will first be evaluated by the Awards Committee. The chief law enforcement officer making the nomination will then be notified as to the action of the committee. Awards that are approved will be prepared and held for presentation at the next appropriate zone meeting or the Attorney General may determine that it is appropriate to present the award at a different event or location. Retirement awards will generally be presented at a retirement activity.

Nominations are to be **electronically** submitted with a cover letter from the agency head to [Wayne Quint, Assistant to the Director, Division of Law Enforcement, Department of Justice, c/o Conference Services Unit, electronically to CSU@doj.ca.gov](mailto:Wayne.Quint@doj.ca.gov). Nominations must be accompanied by an agency background profile of the individual and a summary of the event. Include reports, memos, supplemental reports, and/or newspaper articles that document the nomination.

- ◆ Name of individual making the nomination
- ◆ Nominee name(s)
- ◆ Address of nominee
- ◆ Affiliation, if any; i.e., local police or sheriff's department, etc.
- ◆ Date(s) of service performed
- ◆ Location where act occurred
- ◆ Summary of action or service performed
- ◆ If rescue involved, identify circumstances surrounding rescue
- ◆ Extent of injuries, if any
- ◆ If applicable, copies of police, fire, or other agency emergency reports
- ◆ Statements of eye witness, officer or supervisor which substantiate the nomination
- ◆ Photographs or sketches which assist in portraying act
- ◆ Physical effects of the act upon the nominee
- ◆ Other information considered pertinent to nomination

All letters from law enforcement agencies for recognition should be sent electronically to:

CSU@doj.ca.gov

ATTN: Wayne Quint