

Fauquier County Department of Fire Rescue

OPERATING PROCEDURE

No. 137



Fire Rescue Awards

Effective Date: October 23, 2020
Revision Date:

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Forms: FRF 944

Approved By: Darren L. Stevens, Fire Rescue Chief

A handwritten signature in black ink, appearing to read 'Darren L. Stevens', is written over the printed name.

PURPOSE

To recognize personnel who distinguish themselves in the performance of their duties and who contribute significantly to the achievement of the department's goals.

SCOPE

This procedure pertains to all Fauquier County Department of Fire Rescue and Emergency Management uniform and administrative members.

I. AWARDS COMMITTEE

The Assistant Chief shall provide program oversight and appoint a chair to serve as the program manager and facilitate day to day operations. The committee will be comprised of a total of four members who are appointed by the Fire Chief. The term of membership for the committee will be two years. Any member may be reappointed by the Fire Chief.

II. NOMINATION OF AWARD RECIPIENTS

- A. The awards committee will solicit nominations throughout the year.
- B. Nominations can be submitted by any fire department member. The nominator shall provide adequate documentation and supporting evidence on the Fauquier County Department of Fire, Rescue and Emergency Management Recommendation for Department Awards Form (FRF-944). All supporting information shall be attached to the nomination form. This should include a typed written narrative with as much information as possible, names and addresses of any witnesses, photographs, incident reports and CAD printouts. The importance of documenting and submitting the nomination at the time of event cannot be overemphasized. The passage of time may make an accurate reconstruction of the event(s) extremely difficult.
- C. The FRF-944 shall be emailed to the awards committee chairperson and the hard copy with attachments shall be submitted to the Assistant Chief through the chain of command.

Desire to Serve

Ability to Perform

Courage to Act

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III. REVIEW OF AWARD NOMINATIONS

- A. Nominations for unit citations and civilian awards will be reviewed quarterly by the awards committee. Unit citations and civilian awards reviewed and recommended will be forwarded to the Assistant Chief for final approval.

- B. Nominations for awards presented at the Fauquier County Department of Fire, Rescue and Emergency Management Annual Awards, Recognition and Promotional Ceremony will be reviewed in January of each year. Awards reviewed and recommended will be sent to the Fire Chief for final approval.

- C. Nominations for the following awards shall be submitted through the awards process for tracking purposes, but the recommendation and approval will be made by the following, not the awards committee:
 - 1. Chief's Award – Fire Chief
 - 2. Safe Driving Awards – Safety Committee
 - 3. Local 3762 Altruism Award – Local 3762 Executive Board

IV. ANNOUNCEMENT AND PRESENTATION OF AWARDS

- A. Civilian Awards will be announced and presented through the year at the discretion of the Fire Chief.

- B. The following awards will be announced through an Informational Bulletin and recognized at the Annual Awards, Recognition and Promotional Ceremony:
 - 1. Valor Awards
 - 2. Meritorious Service Award
 - 3. Life Saving Award & Safe Driving Awards
 - 4. Chief's Award
 - 5. Unit Citations
 - 6. Meritorious Service
 - 7. Officer of the Year
 - 8. Firefighter of the Year
 - 9. Employee of the Year
 - 10. Local 3762 Altruism Award

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V. VALOR AWARDS

- A. Gold Medal of Valor: In recognition of a conspicuous act, while on or off duty, of valor and heroism by a fire department member under extreme hazardous conditions in which the person is placed in a life threatening position attempting to save the life of another.

- B. Silver Medal of Valor: In recognition of a conspicuous act, while on or off duty, of valor by a fire department member under hazardous conditions involving great personal risk attempting to save the life of another.

- C. Bronze Medal of Valor: In recognition of a distinguished act, while on or off duty, of bravery involving personal risk by a fire department member in adverse conditions of fire, environment, weather, or materials which is not normally expected in an attempt to save the life of another.

VI. OPERATIONS AWARDS

- A. Meritorious Service Award: In recognition of acts, while on or off duty, involving personal risk and/or demonstration of judgment, zeal or ingenuity not normally involved in the performance of duties.

- B. Life Saving Award: In recognition of an act off duty, that is instrumental in the saving of a human life.

- C. Safe Driving Award: Provide recognition of the safe operation of department vehicles. The safe driving award will be awarded to personnel based on their length of service in an operational capacity without a preventable/chargeable vehicle accident. Non-preventable/non-chargeable accidents will not be held against the individual. The department will award safe driving awards on accumulation of 3, 6, 10, 15, 20, 25 and 30 years of safe driving. These accumulative years must be received in consecutive order.

- D. Unit Citation: Provide recognition of any two or more fire department members who make up a company, team, employee or volunteer work group which has performed in an outstanding manner worthy of recognition.

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VII. ADMINISTRATIVE AWARDS

- A. Chiefs Award: The Chief's Award recognizes an individual or group of individuals for actions taken on or off duty that reflect positively on the member(s), the department, and the county and represent the core values and highest traditions of the department. Nominations for this award may come through the awards process or may be from personal observation or information gained by the Fire Chief. The final award decision is made solely by the fire chief.

- B. Officer of the Year: Provide recognition for a uniformed career employee at the rank of lieutenant, captain, or battalion chief who demonstrated outstanding service, attitude, and dedication during the year. Their actions resulted in at least one of the following: safer working conditions, better public relations with the citizens and/or other government agencies, increased effectiveness of the organization and/or service to the public.

- C. Firefighter of the Year: Provide recognition for a uniformed career employee at the rank of technician who demonstrated outstanding service, attitude and dedication during the year. Their actions resulted in at least one of the following; safer working conditions, better public relations with the citizens and/or other government agencies, increased effectiveness of the organization and/or service to the public.

- D. Volunteer of the Year: Provide recognition for a volunteer from a VFRA agency who demonstrated outstanding service, attitude, and dedication during the year. Their actions resulted in at least one of the following; safer working conditions, better public relations with the citizens and/or other government agencies, increased effectiveness of the organization and/or service to the public.

- E. Employee of the Year: Provide recognition for a non-uniformed Department of Fire Rescue and Emergency Management employee or general county employee who demonstrated outstanding service, attitude and dedication during the year. Their actions resulted in at least one of the following; exceptional contributions to the department or community, performance beyond the call of duty to improve service or department's image, exemplifies professionalism, dedication to excellent service by putting forth the extra effort or makes outstanding contributions to the department to fulfill its mission.

- F. Local 3762 Altruism Award: Altruism is defined as the principle or practice of unselfish concern for the welfare of others. This award is in recognition of a member of Local 3762 in good standing who performs and altruistic act or service for the community or fellow brother/sister in need. Nominations for this award may come through the awards process

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or may be from personal observation or information gained by the executive board. The final award decision is made solely by the executive board.

VIII. AUTHORIZED NON-DEPARTMENT AWARDS

- A. 9/11 awards
- B. Sons of the American Revolution Fire/EMS Safety Commendation (ribbon only)
- C. All other awards shall be approved by the fire Chief or his/her designee

IX. CITIZENS AWARDS

- A. Civilian Valor Award: In recognition of a distinguished act of bravery involving great personal risk of an untrained and unprotected civilian in adverse conditions of fire, environment, weather, or materials which is not normally expected in an attempt to save the life of another.
- B. Civilian Life Saving Award: In recognition of an act, performed by a civilian, that was instrumental in the saving of a human life.
- C. Dedicated Service Award: In recognition of an individual or group of individuals who have displayed constant support and dedication towards the fire service, or have made a major contribution in improving the work conditions and safety of firefighters, or the safety of their community.

X. AWARD DECORATIONS

- A. Gold Medal of Valor: Gold valor medallion on 30 inch red, white and blue Windsor ribbon, a red, white and blue commendation bar, a shadow box displaying gold valor medallion and a valor certificate.
- B. Silver Medal of Valor: Silver valor medallion on 30 inch navy blue and white Windsor ribbon, a white and navy blue commendation bar, a shadow box displaying silver valor medallion and a valor certificate

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- C. Bronze Medal of Valor: Bronze Valor medallion on 30 inch red Windsor ribbon, a red commendation bar, a shadow box displaying bronze valor medallion and a valor certificate
- D. Meritorious Service Award: White commendation bar and a meritorious service award certificate.
- E. Life Saving Award: Light blue commendation bar and a lifesaving award certificate.
- F. Chiefs Award: Orange commendation bar, a fire chief challenge coin and a certificate.
- G. Safe Driving Award: Yellow with black stripe commendation bar indicating years and a certificate
- H. Unit Citation: White with Blue Strips and Unit Citation spelled out on commendation bar
- I. Officer of the Year: Brick red with white stripe commendation bar.
- J. Firefighter of the Year: Brick red with yellow stripe commendation bar
- K. Officer Development: Solid green commendation bar
- L. Fauquier County Employee of the year recipient: Black with two white strips Commendation bar
- M. Honor Guard Member: Red with Gold "Honor Guard" commendation bar

XI. SUBSEQUENT AWARDS

A department member may earn unlimited awards provided the member becomes eligible through additional acts or service. Recognition of these corresponding awards will be displayed with commendation bars with Maltese Crosses. Each Maltese cross will indicate an additional award. Example a lifesaving commendation bar with two Maltese Crosses would indicate the member has earned the award three times.

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XII. DECORATIONS AND AWARDS IN ORDER OF PRECEDENCE

- A. Gold Medal of Valor
- B. Silver Medal of Valor
- C. Bronze Medal of Valor
- D. Life Saving Award
- E. Chiefs Award
- F. Officer of Year
- G. Firefighter of Year
- H. Unit Citation
- I. Meritorious Service Award
- J. County Employee of the year
- K. Officers Development (Leadership Development Institute, Virginia Fire Officers Academy)
- L. Safe Driving
- M. Honor Guard
- N. Authorized Non-Department awards will be worn on the far left of the bottom row.

All Commendation bar will be worn on the Class A blouse ¼ inch above the nameplate in the order indicated above. For more than one commendation bar the department will supply additional commendation bar holders