


East Lake Tarpon Special Fire Control District

	<i>SOP 701 Department Awards</i>	
	Implementation Date: 11/2000	Revision Date(s): 03/22/2011
		Reviewed Date(s):
	Forms or Attachments: None	

A. **FIREFIGHTER/FIRE OFFICER OF THE YEAR AWARD**

Each year a "Firefighter of the Year" will be named by East Lake Tarpon Special Fire Control District in the month of January. The firefighter selected will represent the department for that entire year.

1. **Selection Committee:** The committee of two (2) persons to be appointed by the Fire Chief will consist of the following:

Two (2) administrative personnel.

2. **Criteria for Selection:** The selection from the following guidelines:
 - a. Educational Incentive - does he/she continue above basic educational requirements?
 - b. Initiative to participate
 - c. Positive attitude
 - d. Incentive to participate in extra projects
 - e. Performance evaluations above average
 - f. Job experience, years of duty
3. **Presentation:** The presentation of "Firefighter of the Year" will be performed at the annual banquet. In the absence of a banquet, then presentation will be at January's Regular Board Meeting.

B. “On the Spot” Award

1. The “On the Spot” Award is a method to recognize an employee or group of employees who provide assistance to the Department and/or the community that is “Above and Beyond” the requirements of the position. The award can be recommended by any personnel or community member to any firefighter and/or officer.

2. **Criteria:** The award can be presented for any of the following reasons:
 - a. **Service Projects:** Duties and improvements that are beyond the scope of day to day actions.
 - b. **Leadership:** Personnel (at any level/rank) that direct exceptional team work beyond normal day to day operations.
 - c. **Community Service:** Assisting public with classes, projects, events that are beyond what is required by the department.
 - d. **Money Saving Ideas:** Personnel that save the department money through new innovative suggestions to improve the operation of the department.

3. **Recognition Methods:** The award will be recognized throughout the department in the following ways:
 - a. **Certificate:** The recipient will be given a certificate.
 - b. **Personnel File:** A copy of the certificate will become part of the member’s personnel file.
 - c. **Posted in Stations:** A copy of the certificate will be posted on a bulletin board in each station for a one month period.
 - d. **Board Meetings:** The member will be recognized during the next regular monthly meeting of the Board of Commissioners.

C. Honor Awards:

1. The department will honor members for outstanding performance of duties in the following areas:

a. **Firefighter of the Year:**

Commendation Bar – Maltese Cross with fire scramble.

b. **Successful Resuscitation** (lifesaving)

Commendation Bar – blue/white/blue, blue Star of Life in the center.

c. **Rescue from Fire/Hazardous Situation** (heroism)

Commendation Bar – red with fire truck.

d. **Child Birth Delivery** (valor)

Pink or blue bar with Star of Life in center.

2. Members receiving an award will be presented with a Commendation bar which can be displayed on the uniform.