

SPECIALTY SERVICE AWARD REQUEST FORM

Please fill out this form and pay attention to the instructions for each award

INDIVIDUAL REQUESTING AWARD: _____ DATE: _____

I attest that I have met the requirements as laid out in the Agency SOP and therefore request the following Service Award:

• **SWAT**- Needs to be signed by the requesting officer and SWAT Team Commander certifying that the requesting officer meets the SOP criteria for this award.

COMMAND ELEMENT CERTIFYING: _____

• **F.T.O** – Needs to be signed by the requesting officer and the command element certifying that the requesting officer meets the SOP criteria for this award.

COMMAND ELEMENT CERTIFYING: _____

• **SCHOOL RESOURCE OFFICER**- Needs to be signed by the requesting officer and the SRO Lieutenant certifying that the requesting officer meets the SOP criteria for this award.

COMMAND ELEMENT CERTIFYING: _____

• **DIVING CERTIFICATION**- Needs to be signed by the requesting officer and the command element certifying that the requesting officer meets the SOP criteria for this award.

COMMAND ELEMENT CERTIFYING: _____

• **K-9 Officer**- Needs to be signed by the requesting officer and the command element certifying that the requesting officer meets the SOP criteria for this award.

COMMAND ELEMENT CERTIFYING: _____

• **NEGOTIATOR**- Needs to be signed by the requesting officer and the command element certifying that the requesting officer meets the SOP criteria for this award.

COMMAND ELEMENT CERTIFYING: _____

• **HONOR GUARD** - 3 year ribbon ____ 5 year Badge ____ Needs to be signed by requesting officer and the command element certifying that the requesting officer meets the SOP criteria for this award.

COMMAND ELEMENT CERTIFYING _____

NONSERVICE AWARD REQUESTS

- **Meritorious Conduct** ____ **Oak Leaf Cluster** ____ Must not have any disciplinary actions within the last 3 years. Counseling statements and or oral reprimands do not apply to this. This needs to be signed by requesting officer and the command element certifying that the requesting officer meets the SOP criteria for this award.

COMMAND ELEMENT CERTIFYING _____

- **Senior Deputy** _____ **Master Deputy** _____
Needs to be signed by requesting officer and the command element certifying that the requesting officer meets the SOP criteria for this award.
- **Senior Detention Officer** _____ **Master Detention Officer** _____
Needs to be signed by the requesting officer and the command element certifying that the requesting officer meets the SOP criteria for this award.

COMMAND ELEMENT CERTIFYING _____

- **VETERAN SERVICE RIBBON** ____ Needs to be signed by requesting officer and the command element certifying that the requesting officer meets the SOP criteria for this award.
Please attach a copy of your DD-214!

COMMAND ELEMENT CERTIFYING _____

Requesting Officer: _____

Date: _____

ACTION TAKEN BY COMMITTEE MEMBERS:

DATE AWARDED: _____

DENIED: _____