
Community Recognition Program

222.1 PURPOSE AND SCOPE

The Community Recognition Program provides an opportunity for Irvine Police Department employees to honor citizens in Irvine who have distinguished themselves in circumstances that involve public safety service. This program encourages each department employee to seek out and identify community members who have, through deliberate action, performed a public service that exceeds the standard expectation of citizen involvement. Through the presentation of a Community Recognition Coin, that employee can acknowledge the citizen's extraordinary action on behalf of the Department.

All field personnel, sworn and civilian, will be issued a Department Community Recognition Coin along with a community recognition card. The procedure below identifies the process for the presentation of the coins. Any member of the department may recognize a member of the community. The decision to present a recognition coin to a citizen rests solely with the department member.

222.2 PROCEDURE

Citizen action may be directly witnessed by the department employee or discovered circumstantially. Examples of exemplary action include:

- (a) Providing needed traffic control at an accident scene to prevent further injury or damage
- (b) Administering first aid to an injured person
- (c) Taking unsolicited, timely and deliberate action to locate or identify a suspect, victim or witness who would have likely not been identified without the citizen involvement

The positive impact of the coin award is enhanced when it is presented as soon as practical after the event has stabilized or concluded. The employee shall also complete the community recognition card, which will provide the department with documentation of the award. Blank cards are available from the Administrative Secretary assigned to the Assistant Chief of Police. A current home or work address and telephone number is needed on the card for future contact.

Completed cards shall be placed in the Community Recognition Bin, located on the counter in the office of the Assistant Chief's Administrative Secretary. The card will be processed and then forwarded to the Assistant Chief. A copy of the card will be forwarded to the Chief of Police and the Department's Press Information Officer.

It is possible to identify more than one deserving citizen from a single event. Should the need for community coins exceed the supply on hand, the employee should prepare a community recognition card for each intended recipient, with a notation on the card of each citizen who did not receive a coin. The Administrative Secretary to the Assistant Chief will coordinate the presentation of the remaining coins.