

FIRE DEPARTMENT POLICY #6-97
Regarding
RECOGNITION AND AWARDS

It is the policy of the Washington Township Board of Fire Commissioners to provide recognition for firefighters and other personnel that have rendered exceptional or meritorious service for the Washington Township Fire District. Such recognition will be through an awards program, whereby awards are presented to deserving personnel as determined by a Fire District Awards Committee appointed by the Commission Chairman. The Awards Committee will be a standing committee appointed by the Chairman during the reorganization meeting of the Board of Fire Commissioners in March of each year. The Committee shall consist of five (5) members, including one (1) Commissioner and one (1) representative from each volunteer fire company and a member of the career staff in the Washington Township Fire District.

Any Fire Department member or civilian may be nominated for awards in accordance with the criteria established herein. Awards will be presented during the public meeting of the Board of Fire Commissioners in March of each year unless a different time is deemed more appropriate by the Awards Committee or the Board of Fire Commissioners.

The Fire District Awards Committee shall meet at least twice per year to review and discuss nominations for awards. Additional meetings may be scheduled on an as-needed basis. At least one meeting shall be held in January of each year, so that all award nominations for the previous calendar year can be considered in advance of the March public meeting. The award period shall be from January 1 to December 31 of the previous year. If deemed necessary by the Committee, nominators and/or witnesses may be called to provide verbal statements concerning the actions relating to the proposed award(s). At the discretion of the committee, the award to be presented may be upgraded or downgraded from that specified in the nomination, based upon the circumstances or actions which led to the award nomination.

Nominations for awards shall be presented on the form included herein, developed specifically for that purpose. Additional information in support of an award nomination may be provided on separate sheets as appropriate. Nominations should be as complete as practicable, providing all pertinent supporting information.

A Schedule of Fire Department Awards is included as part of this policy, which provides a description of each award in the awards program and the criteria to be met for receipt of the award. Personnel may be nominated for awards selected from this schedule or may be nominated for special awards to be described with the nomination. Awards may be in the form of medals, ribbons, certificates, plaques, proclamations, commendation letters, and/or other types of awards as described in the Schedule of Fire Department Awards. Medals and ribbons may be worn on dress uniforms in accordance with the applicable section of the Standard Operating Procedures.

This policy was adopted at a regularly scheduled meeting of the Board of Fire Commissioners on November 6, 1997 and amended on January 8, 2009.

BY:

Attest:

Edwin L. Etschman, Chairman

Charles W. Zemski, Secretary

Distribution

Commissioners
Grenloch Fire Company
Whitman Square Fire Company
Hurffville Fire Company
Washington Township Firemen's Association
Locals 4204 / 4320

Adoption Record:

Original: November 6, 1997
Amended: January 8, 2009

SCHEDULE & CRITERIA of FIRE DEPARTMENT AWARDS

LIFE MEMBER AWARD

Description: The award shall be in the form of a framed proclamation, signed and sealed by the Chairman of the Board of Fire Commissioners. The wording on the proclamation shall be determined at the time each recipient is eligible to receive the award. A solid blue commendation ribbon will also be presented to be worn on the Fire Department dress uniform.

(Blackinton Model RC-5)

Criteria: The recipient of the award must have achieved Life Membership status within the Washington Township Fire District by serving a total of 15 years of good service with the Washington Township Fire District. This status may be achieved by serving a total of 15 years or more in one company within the district or a combination of companies or as part of the career staff. All 15 years of service must be completed in Washington Township and must be considered good years in an applicable membership category. Years of service do not have to be consecutive but must total 15 years. Service time in other fire departments shall not count toward meeting the criteria for receipt of this award. The nomination for the Life Member Award shall be by a chief officer or a fire company president.

GOLD SHIELD AWARD

Description: The award shall be a gold-leafed frontpiece to be worn on the front of a Chief's helmet. The art work on the frontpiece shall be designed specifically for the intended recipient. The recipient of this award may wear this frontpiece on the helmet only while serving as a Chief.

Criteria: To be eligible for the award, the recipient must have completed seven (7) full years as a Chief Officer serving the Washington Township Fire District. Service time in other fire departments shall not count toward meeting the criteria to receive this award. The nomination for the Gold Shield Award shall be made by a Fire Commissioner or a fire company President.

HONORABLE SERVICE MEDAL

Description: The award shall be a bronze medal with "drape" style ribbon. The medal shall be Blackinton Model A4119 with a ½" New Jersey State Seal as a centerpiece and a letter panel stating "Honorable Service". The recipient's name and the date the award was presented shall be engraved on the back of the medal. The ribbon shall be red, white and blue, with one stripe each of equal width. A commendation ribbon, with matching color scheme, shall also be provided for wearing on the dress uniform. *(Blackinton Model RC-3.)* An award citation detailing the record of service leading to the presentation of the Medal of Merit shall also be presented at the awards ceremony.

Criteria: To be eligible for the award, the recipient must have completed at least five (5) full years of service in the Washington Township Fire District and must have

demonstrated a high level of dedication to service. Consideration for such demonstration of dedication may include, but not necessarily be limited to, such factors as performance in line and/or executive officer positions, achievements while serving on committees or acting independently, exceptional competence as a firefighter or instructor, and extracurricular activities performed on behalf of the Fire District, all exhibited on a consistent basis by the individual. Nomination for the Honorable Service Medal may be made by a Fire Commissioner, Chief, President, Trustee, or Life Member or by the joint recommendation of at least three (3) active firefighters in good standing with the Fire Department.

DISTINGUISHED SERVICE MEDAL

Description: The award shall be a silver medal with “drape” style ribbon. The medal shall be Blackinton Model A4117 with a ½” New Jersey State Seal as a centerpiece and a letter panel stating “Distinguished Service”. The recipient’s name and the date the award was presented shall be engraved on the back of the medal. The ribbon shall be red, white, and blue: the center stripe will be red, centered inside two red stripes, with two light blue stripes on the outside. A commendation ribbon, with color scheme matching that on the medal ribbon shall also be provided for wearing on the dress uniform. (*Blackinton Model RC-32.*) An award citation detailing the record of service leading to the presentation of the Distinguished Service Medal shall also be presented at the awards ceremony.

Criteria: To be eligible for the award, the recipient must have completed a minimum of ten (10) full years of service in the Washington Township Fire District and must have demonstrated a high level of dedication to service. Consideration for such demonstration of dedication may include, but not necessarily be limited to, such factors as performance in line and/or executive officer positions, achievements while serving on committees or acting independently, exceptional competence as a firefighter or instructor, and extracurricular activities performed on behalf of the Fire District, all exhibited over an extended period of time. Nomination for the Distinguished Service Medal may be made by a Fire commissioner, Chief, President, Trustee, or Life Member or by the joint recommendation of at least three (3) active firefighters in good standing with the Fire Department.

COMMISSIONERS MEDAL

Description: The award shall be a gold medal with “drape” style ribbon. The medal shall be Blackinton Model A4597 with an 11/16” New Jersey State Seal as a centerpiece and a letter panel stating “Commissioners Medal”. The recipient’s name and the date the award was presented shall be engraved on the back of the medal. The ribbon shall be solid yellow. A commendation ribbon, with color scheme matching that on the medal

ribbon, shall also be provided for wearing on the dress uniform. (*Blackinton Model RC-9.*) An award citation detailing the record of service leading to the presentation of the Commissioner's Medal shall also be presented at the awards ceremony.

Criteria: To be eligible for the award, the recipient must have completed a minimum of twenty-five (25) years of service in the Washington Township Fire District and must have demonstrated a high level of dedication to service. Consideration for such demonstration may include, but not necessarily be limited to, such factors as outstanding long term performance in line and/or executive officer positions, exceptional competence as a firefighter or instructor, special achievements while serving on committees or acting independently, and extracurricular activities performed on behalf of the Fire District, all exhibited over an extended period of time. Nomination for the Commissioners Medal may be made by a Fire Commissioner, Chief, President, or Trustee or by the joint recommendation of at least two (2) Life Members or five (5) active firefighters in good standing with the Fire Department.

MEDAL OF MERIT

Description: The award shall be a gold and red medal with “drape” style ribbon. The medal shall be Blackinton Model A4912 with a ½” New Jersey State Seal as a centerpiece and a letter panel stating “Medal of Merit”. The recipient's name and the date the award was presented shall be engraved on the back of the medal. The ribbon shall be light blue and white, with one stripe each of equal width. A commendation ribbon, with matching color scheme, shall also be provided for wearing on the dress uniform. (*Blackinton Model RC-2*) An award citation detailing the actions leading to the presentation of the Medal of Merit shall also be presented at the awards ceremony.

Criteria: The Medal of Merit may be awarded for actions at an individual incident when such actions warrant recognition but are not of the nature to justify the issuance of a higher award. For example, this award may be presented to individuals providing supportive actions for individuals directly involved in a rescue or to individual attempting a rescue. The award may also conferred to individuals performing in an exceptional manner under emergency conditions. Nomination for the Medal of Merit may be made by any Fire Commissioner or line officer or by the joint recommendation of at least two (2) active firefighters in good standing with the Fire Department, providing the nominator(s) witness the actions leading to the nomination or provide written statements form at least two (2) witnesses in support of the nomination.

MERITORIOUS SERVICE MEDAL

Description: The award shall be a gold medal with “drape” style ribbon. The medal shall be Blackinton Model A4131 with a ½” New Jersey State Seal as a centerpiece and a letter panel stating “Meritorious Service”. The recipient's name and the date the award was presented shall be engraved on the back of the medal. The ribbon shall be blue and white, with one white centered within two blue stripes A commendation ribbon, with

matching color scheme, shall also be provided for wearing on the dress uniform. (*Blackinton Model RC82*) An award citation detailing the actions leading to the presentation of the Meritorious Service Medal shall also be presented at the awards ceremony.

Criteria: The Meritorious Service Medal may be awarded for outstanding performance or actions at an individual incident. For example, this award may be presented to individuals providing critical supportive actions for individuals directly involved in a rescue. The award may also be conferred to individuals performing in an exceptional manner, while placed at some risk, under emergency conditions. Nomination for the Meritorious Service Medal may be made by any Fire Commissioner or line officer or by the joint recommendation of at least two (2) active firefighters in good standing with the Fire Department, providing the nominator(s) witness the actions leading to the nomination or provide written statements from at least two (2) witnesses in support of the nomination.

MEDAL OF HONOR

Description: The award shall be a gold medal with “neck” style ribbon. The medal shall be Blackinton Model A8365 with an 11/16” New Jersey State Seal as a centerpiece and a top letter panel stating “Medal of Honor”. A second letter panel circumscribing the centerpiece shall state “Washington Township Fire Department”. The recipient’s name and date the award was presented shall be engraved on the back of the medal. The ribbon shall be solid light blue. A commendation ribbon, with matching color scheme, shall also be provided for wearing on the dress uniform. (*Blackinton Model RC-25*) An award citation detailing the actions leading to the presentation of the Medal of Honor shall also be presented at the awards ceremony.

Criteria: The Medal of Honor shall constitute the highest decoration presented by the Fire Department and may be awarded for exceptionally meritorious actions performed during an individual incident at a time when the life of the intended recipient was a risk. For example, this award may be presented to individuals directly responsible for the rescue of a fellow firefighter while placing their own lives at risk to effect the rescue, or the award may be presented to individuals directly responsible for the rescue or attempted rescue of non-firefighting personnel while placing their own lives at such great risk as to warrant the presentation of this award in lieu of one of the other awards described in the schedule, etc.. Nomination for the Medal of Honor may be made by any Fire Commissioner or line officer or by the joint recommendation of at least two (2) active firefighters in good standing with the Fire Department, providing the nominator(s) witness the actions leading to the nomination or provide written statements from at least two (2) witnesses in support of the nomination.

LIFESAVING MEDAL – LEVEL ONE

Description: The award shall be a gold medal with “drape” style ribbon. The medal shall be Blackinton Model A768 with a ½” New Jersey State Seal as a centerpiece and a letter panel stating “Lifesaving”. The recipient’s name and the date the award was

presented shall be engraved on the back of the medal. The ribbon shall be red and green, with one stripe each of equal width. A commendation ribbon, with matching color scheme, shall also be provided for wearing on the dress uniform (*Blackinton Model RC-25*) An award citation detailing the actions leading to the presentation of the Level One Lifesaving Medal shall also be presented at the awards ceremony.

Criteria: The Level One Lifesaving Medal may be awarded for actions directly involved in the rescue of one or more individuals while acting specifically on behalf of the Fire Department. The rescuer(s) need not be placed at risk in order to meet the criteria for this award. For example, this award may be presented to individuals that resuscitated a victim of cardiac arrest through the use of cardio-pulmonary resuscitation (CPR) while acting on behalf of the Fire Department. Nomination for the award may be made by any Fire Commissioner or line officer or by the joint recommendation of at least two (2) active firefighters in good standing with the Fire Department, providing the nominator(s) witness the actions leading to the nomination or provide written statements from at least two (2) witnesses in support of the nomination.

LIFESAVING MEDAL – LEVEL TWO

Description: The award shall be a gold medal with “drape” style ribbon. The medal shall be Blackinton Model A1595 with an 11/16” New Jersey State Seal as a centerpiece and a letter panel stating “Lifesaving”. The recipient’s name and the date the award was presented shall be engraved on the back of the medal. The ribbon shall be red, white, and green, with one red stripe centered between green and red stripes of equal width. A commendation ribbon, with matching color scheme, shall also be provided for wearing on the dress uniform (*Blackinton Model RC-24*) An award citation detailing the actions leading to the presentation of the Level Two Lifesaving Medal shall also be presented at the awards ceremony.

Criteria: The Level Two Lifesaving Medal may be awarded for actions directly involved in the rescue of one or more individuals while acting specifically on behalf of the Fire Department and while the safety of the rescuer(s) is at risk. For example, this award may be presented for rescue from a structural fire. Nomination for the award may be made by any Fire Commissioner or line officer or by the joint recommendation of at least two (2) active firefighters in good standing with the Fire Department, providing the nominator(s) witness the actions leading to the nomination or provide written statements from at least two (2) witnesses in support of the nomination.

COMMISSION UNIT CITATION

Description: The award shall be in the form of a framed written commendation, signed and sealed by the Chairman of the Board of Fire Commissioners and countersigned by the balance of the Board of Fire Commissioners. The commendation identify the recipient unit of the award and shall describe and document the actions of the unit which led to the presentation of the award. Presentation of the Commission Unit Citation shall be made to the respective fire company or companies whose members comprise the unit.

A solid white commendation ribbon will be presented to each member in the unit receiving the citation to be worn on the Fire Department dress uniform. (*Blackinton RC-20*)

Criteria: A Commission Unit Citation may be presented to an individual fire company, a small element of a fire company, or an element comprised of members of two or more fire companies for meritorious service relating to a single incident or distinguished service over a period of time. The actions leading to the presentation of the award may relate to emergency or no-emergency operations. The nomination for a Commission Unit Citation shall be by a Fire Commissioner or by the President or Chief Officer of the Washington Township Fire District.

CERTIFICATION RIBBONS

Description: The award shall be in the form of a commendation ribbon with colors according to the schedule below.

Criteria: Certification ribbons will be awarded to individuals that achieve certification by the New Jersey Department of Community Affairs, Division of Fire Safety or the Department of Health and Senior Services in each of the categories listed below.

<u>Certification Category</u>	<u>Description of Ribbon</u>
Firefighter 1	Solid red (<i>Blackinton Model RC-1</i>)
Fire Instructor 1	Two stripes: red and white (<i>Blackinton Model RC-2</i>)
Fire Instructor 2	Three stripes: one white stripe centered between two red stripes (<i>Blackinton Model RC-42</i>)
SCBA/Smokehouse Instructor	Nine stripes: alternating white and red (<i>Blackinton Model RC-39</i>)
Live Burn Instructor	Five stripes: one yellow stripe centered between two stripes, with two white stripes on the outside (<i>Blackinton Model RC-41</i>)
Fire Officer 1 / 2	Two stripes: white and yellow (<i>Blackinton Model RC-10</i>)
EMT	Two stripes: white and blue (<i>Blackinton Model RC-6</i>)

FIREMAN OF THE YEAR RIBBON

Description: The award shall be a commendation ribbon consisting of one red stripe and blue stripe of equal width. (*Blackinton Model RC-36*)

Criteria: The commendation ribbon will be presented to individuals that have received a Fireman

of The Year Award from one of the Washington Township fire companies. The nominati
for the
Fireman of the Year Ribbon shall be by a Commissioner or by the Chief or President of tl
fire
company of which the recipient is a member.

DUPLICATE AWARDS

When a given award is presented to an individual for a second time, the presentation shall
include
the engraved medal, when appropriate as described herein, and a commendation ribbon w
gold number, 3/16” in width (Blackinton Model A5657) to be attached to the center of the
commendation ribbon to be worn on the uniform. The gold number shall signify the numt
times that award has
been received by the individual, and only the ribbon with the gold number is to be worn on
uniform.

CERTIFICATION RIBBONS

Members awarded the Fire Officer 1 / 2 certification ribbon shall display a gold I, II, or III
3/16” (Blackinton Model A5657)
commensurate with the IMS certification level. Members awarded the EMT ribbon shall
display a gold B or P 3/16” (Blackinton Model A565

FIREFIGHTER AWARDS PROGRAM

REVIEW CHECKLIST

Award	Generally Agree	Generally Disagree	Comments
Life Member Award			
Gold Shield Award			
Honorable Service Medal			
Distinguished Service Medal			
Commissioners Medal			
Medal of Merit			
Meritorious Service Medal			
Medal of Honor			
Lifesaving Medal – Level 1			
Lifesaving Medal – Level 2			
Commission Unit Citation			
Firefighter 1 Ribbon			
Fire Instructor 1 Ribbon			

