RULES FOR SELECTION OF
DEPARTMENT LAW ENFORCEMENT OFFICER OF THE YEAR

1. Nominee for North Carolina's American Legion Law Enforcement Officer of the Year must be submitted by a chartered Post of The American Legion Department of North Carolina. A Post may submit only one (1) nominee.
2. Nominee for Department Lawman of the Year must be recommended by the Post Law and Order Committee and approved at a regular meeting of the sponsoring American Legion Post.
3. Name of the nominee with supporting written materials must reach Department Headquarters by **two weeks prior to the Department Fall Conference.**
4. Judging for Law Officer of The Year will be done by the Department Law and Order Committee at the Department Fall Conference. Presentation of award to the winning nominee for Department Law Officer of The Year will be at the Department Convention following the Fall Conference selection.
5. Criteria for judging to be used by the Department Law and Order Committee will include:
   a. Be a citizen of the United States, male or female.
   b. Be a living, active, full-time and paid, sworn law officer entrusted with full authority and the powers of arrest.
   c. Consideration for a posthumous award will be acceptable only if the nominee's death has occurred after the department's selection and within the dates for which the award is being presented.
   d. Be assigned to, or fully recognized by, Municipal (City), County, District or State Police (e.g., University police etc.), or Highway Patrol, Sheriff's office or as a sworn Federal law enforcement officer, (eg., FBI or Secret Service Agent, United States Federal Marshal, National Park Police, Capital Police, etc.)
   e. Be selected as the Department Law Enforcement Officer of the Year.
   f. Department nominees are not required to be veterans or members of The American Legion.
   g. Reside and be assigned or attached for duty in the department from which they are selected.
   h. Federal agents serving in overseas departments may be nominated by the overseas department.
   i. Nominees selected for this award should be available to receive this award at The American Legion National Convention.
   j. Military police officers or investigators are eligible for participation in this award provided they are state law enforcement certified.
   k. Nominee must be a resident for at least 3 or more years in the city or county in which the sponsoring American Legion Post is located.
   l. Judging of nominee will be based on activities by nominee in Americanism, citizenship, youth activities, and other community involvement over and beyond assigned duties of the position of employment.
   m. The resume and application for the nominee from each Post must confirm to the National criteria for judging contained herein. The eligibility and criteria stated in this letter will be used to select the National Law Enforcement Officer of the Year.
   n. Acts of heroism and bravery in the line of duty may be considered but should not be used as the only justification for nomination. (There are other awards available to recognize deserving law officers.) The law enforcement officer must be recommended by his/her Commanding Officer or Supervisor for this award.
6. Post application packets for their nominee should include and be submitted by Post in numerical order as follows:
   1. Completed application form. Use application form as the cover page of the application. This cover page shall not count as part of the maximum 18 pages of service documentation.
   2. 5"x7" photograph of the nominee.
   3. A maximum of 18 one-sided pages 8 ½ x 11 bond paper of service documentation. The first 6 or 7 pages should contain the individual's service narrative. The additional pages may include supporting citations and other documentation to include press articles. One copy needs to be submitted. Please do not submit nomination in a binder or notebook of any kind.
   4. Service narrative and supporting documentation. The goal is to select a well-rounded law enforcement officer who has exceeded, above and beyond, the duty requirements of his or her position and who exemplifies the virtues of professionalism and dedication and has demonstrated a distinct patter of community service to his/her community, state or nation; and also has proven his/her personal dedication to societal security and protection. The law enforcement officer must be recommended by his/her Commanding Officer or Supervisor for this award. The commanding officer or supervisor should also state that the law enforcement officer, if selected for the award, will be available for its presentation at the national convention. Specific acts of community service, heroism and meritorious performance recognized by his/her law enforcement agency should be included and documented. Judging is based on the following criteria:
      I Community Service……..……35 points
      II Professional Career……..……40 points
      III Heroism……20 points
      IV Letters of recognition, news clippings and other substantiating documentation…..……..……5 points
7. Community Service: Outstanding service to the community, State or Nation by the officer, in both on-duty and off-duty activities, should be explained for the past year and may include previous years. Cite, for example, awards and/or supporting letters from City or County Commissioners, letters from State officials, and letters from The American Legion Department or Posts, or from citizens attesting to and commending the officer for his/her community service contributions.
   Remember that one of the major aims of the award program is to select a well-rounded law enforcement officer who has demonstrated a distinct pattern of community service, above and beyond assigned duty requirements.
8. Citations for community service, heroism and meritorious performance of duty should be explained for the past year and may include pervious years. Include citations and any supporting letters from the officer's chain of command as well as other documentation from city, county, state authorities and American Legion official, citizens or civic groups as further evidence of community service, heroic and meritorious performance of duty by the officer.
9. Include a copy of State or Federal certification as a law enforcement officer as well as copies of pertinent training and education certificates as appropriate.

The American Legion
Department of North Carolina
Law Enforcement Officer of the Year
Application Form

Date_____

Name_____Sex_____

Home Address_____

City and State_____Zip_____Phone _____-___ _____

Age_____Marital Status_____Spouse's Name_____

U.S. Citizen? Yes_____ No_____

Length of Service as Law Enforcement Officer_____

Length of residency in city or county in which sponsoring post is located_____

Agency Name_____

Agency Director_____Title_____

Nominee's Supervisor_____Title_____

Agency Address_____

City and State_____Zip_____Phone _____-_____ _____

Post Submitting Nomination_____

Address_____

City and State_____Zip_____Phone _____-_____ _____

Post Commander_____
(Signature)

Post Adjutant_____
(Signature)