3-02/140.48 - Star Scroll/Star Certificate Awards

The Star Scroll Award may be presented to individuals or organizations outside of the Department. This award would be given for exceptional heroic acts, contributions to the community and/or law enforcement by civilians, political officials, organizations, and dignitaries. There are a variety of reasons to award the Star Scroll, but generally, it is to recognize the recipient's efforts, accomplishments, or career as it affects the community.

The Star Scroll measures 11" x 14" with a gold leaf Sheriff's star located at the top. The scroll is mounted on a burgundy color folder.

This scroll would be appropriate to recognize:

- Actions by a person for their display of unselfish commitment to human life;
- An organization for its commitment and partnership with this Department; and
- One time special event relating to contract cities and/or recognized foreign governments with which the Department has a liaison.

The Star Certificate measures 8.5" X 11" with a gold leaf Sheriff's star located at the top and mounted on a dark green folder.

This certificate would be appropriate to recognize:

- Contributions made to Department sponsored causes, e.g., Annual Christmas Toy Drive;
- Annual events, e.g., "National Days" for consulates or contract city celebrations; and
- Outgoing officials who have established a partnership with the Department, e.g., contract city council members, consulates, or judges.

The Sheriff's Award:

- Sheriff's Commendations;
- Commendable Restraint Commendations;
- Career Achiever's Award;
- Employee Unit Recognition Programs; and
- Executive Commendations.

Unit commanders shall submit all pertinent information and supporting documentation for the nomination to their respective division chief or division director for review and to confirm the recommendation. After review, the division chief or division director shall forward the nomination to the Sheriff for his approval.