

## American Legion Law and Order Commission

TO: District/Post Commanders,

Attached you will find all you need to get your Law Officer and Firefighter of the Year nominations in to your area Law and Order Commissioner prior to the first of each May. This should cover the year from Jan 1- Dec 31, of the previous year or adjusted for your local requirements.

District Commanders/ Law and Order Chairperson please copy the enclosed forms and issue them to each Post Commander or Adjutant as soon as possible so they will have time to get this program going.

Post Commanders you need to appoint a Law Officer Committee person for your Post and insure he/she has the forms that are enclosed. If you need more forms feel free to copy as many as you need, or give me a call and I would be happy to send you another set.

We elect a Law Officer and Firefighter of the Year for Valor and one for Community Service. I have enclosed one application for each. Community Service is not limited to the one year, but can cover their lifetime.

Please try to submit a neat and organized application. This will make it easier for us to pick the best Officer/Firefighter for the award, it is best to have sections as are stated on the Law Officer of the Year Application (items 1-7). Remember a neat and organized package shows that you want your Officer to be nominated.

When submitting a package, it should be in some type of binder. Please submit photographs in the package with no more than two photographs per page and no larger than 4X7". The photograph needs an explaining caption under the photograph. Remember it is our duty to try and recognize the brave and outstanding work these men and women do on a daily basis. And it is also in our Preamble "To maintain law and order". Let's show them we care!

The Law and Order program also recognizes and gives awards for the following posts.

1. Best Law and Order program for Posts with memberships as stated below
  - 1-150 members
  - 151-300 members
  - 301-500 members
  - 501-1000 members
  - 1000 + members.

## **LAW AND ORDER/FIREFIGHTER OF THE YEAR PACKETS**

**TO: District Commanders / Adjutants:**

- Review the Forms.
- Make copies of the forms for each Post Commander, to give to his Law and Order chairperson.
- Distribute them as soon as possible to allow ample time to get the program started.
- At your March District meeting, check to see that all applications have been distributed to the appropriate agencies.

**Post Commanders / Adjutants:**

- Review the forms.
- Form a Law and Order/Firefighter Committee. This could consist of one or more members.
- Give your Committee chairman their packets / forms.

**Committee Chairman:**

- Review the enclosed forms.
- Copy as many forms as necessary to deliver to all law enforcement officers in your area, such as Sheriff Stations, Police Stations, CHP Office, Firefighters and Firefighter/Paramedics are also eligible.
- Explain to them that the American Legion wants to recognize Officers who have gone beyond the call of duty, who have shown community involvement and much more. There will be a winner in each Area and a final winner for the Department, who could go to National.
- Check on each law office or fire department you turned forms into occasionally to see if they need help in filling out the forms and to see if they have a prime candidate.
- Mail in forms to reach your respective Law and Order Commissioner no later than 01 June !!!