



KING OF PRUSSIA VOLUNTEER FIRE COMPANY
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Standard Operating Guidelines

SOG NO.: KP-1-0036
SOG TITLE: AWARDS AND COMMENDATIONS
ADOPTION DATE: 07/06
REVISION DATE:
NO. OF PAGES: 2

PURPOSE: To establish an official award and commendation program; to define each award and commendation; and to outline the procedures which will be used for the selection and presentation of awards and commendations.

POLICY: The King of Prussia Volunteer Fire Company (KPVFC) will officially recognize outstanding efforts of its officers and firefighters and, also, those efforts of citizens whose actions assist the KPVFC accomplish its mission. Awards and commendations will be presented in recognition of extraordinary acts and for outstanding service in and for the community of Upper Merion Township.

DEFINITIONS:

- **AWARDS COMMITTEE:** This committee will consist of the Deputy Chief, all Assistant Chiefs, Chief Engineer, Fire Police Captain and (2) firefighters.
- **AWARD FOR HEROISM:** This award will recognize those acts of heroism or outstanding courage, without regard for personal safety, which result in the saving of a life.
- **LETTER OF COMMENDATION:** This commendation will acknowledge the performance of a creditable act, which does not qualify for an award. It will

also acknowledge performance, which is continually above average and dedication to the Fire Company and to the community.

- **CHIEF'S COMMENDATION:** This commendation will acknowledge an exceptional actions where completed by a firefighter which is beyond the call of routine duty.
- **UNIT CITATION:** This citation will acknowledge exceptional firefighter service where the outstanding accomplishment is the result of teamwork rather than that of individuals.
- **CITIZENS AWARD OR COMMENDATIONS:** An award or commendation will be presented to any citizen who assists the KPVFC to accomplish the fire company mission. Criteria for selection will be similar to that used for commendations for firefighters.
- **RETIREMENT COMMENDATION:** Upon retirement, under honorable conditions, a firefighter will receive a commendation from the Fire Chief on behalf of the fire company.