*FOR: District, County & Law & Order and First Responders Committee Chairmen*

*FROM: David R. Riley, Sr., Department Chairman*

# DATE: JANUARY 16, 2020 RE: American Legion Law & Order and First

 *Responders Program*

*Enclosed is a copy of the Annual Law & Order and First Responders Report Forms. They have been simplified in order to attempt better reporting.* ***Copies of the forms may be reproduced.*** *Direct contact with your Counties and Posts should help promote reporting and Law & Order and First Responders activities.*

***EACH POST*** *is requested to complete* ***PART I*** *- Submit the report to the* ***COUNTY*** *Law & Order and First Responders Chairman by* ***April 15th.***

***EACH COUNTY CHAIRMAN*** *completes* ***PART II*** *on a separate copy of the form, consolidates the Posts Reports Information. Add any additional County information and submits* ***ALL******POST & COUNTY REPORTS TO DISTRICT LAW & ORDER AND FIRST RESPONDERS CHAIRMAN BY May 1st.***

***THE DISTRICT LAW & ORDERAND FIRST RESPONDERS CHAIRMAN completes PART III on a separate copy of the form, consolidates all the Counties information, and submits only Part III and District recommendations for Department Awards to the Department Chairman by May 15th***

*The District Law & Order and First Responders Chairman will submit recommendations for State Awards. Any reports or books submitted for review and or awards will be returned upon request. It is imperative that thorough write-ups be done for consideration for State Awards. It should be noted that the Department Law Enforcement Officer of the Year Award and Department Firefighter of the Year Award should meet the qualifications to the requirements for submission for the National awards for these two categories. Any questions or additional information on this award should be directed to the Department Law and Order and First Responders Chairman.*

*It is HIGHLY RECOMMENDED that the award winner(s) attend the Department Convention to receive their award. It is my experience that the recipient of the award tends to understand the importance of being honored by The American Legion when they receive it in a convention setting.*

***DEPARTMENT AWARDS CONSIDERED FOR:***

***LAW ENFORCEMENT OFFICER CORRECTIONS OFFICER***

***POLICE DEPARTMENT OF THE YEAR 911 DISPATCHER***

***FIREFIGHTER OF THE YEAR FIRE DEPARTMENT OF THE YEAR***

***EMT OF THE YEAR EMERGENCY SQUAD OF THE YEAR***

***NOTE: ALL DISTRICT LAW & ORDER AND FIRST RESPONDERS CHAIRMEN SHOULD BE IN ATTENDANCE AT THE ANNUAL MID-WINTER CONFERENCE HELD AT THE DESMOND IN ALBANY, NEW YORK – LAW & ORDER AND FIRST RESPONDERS COMMITTEE MEETING, SEE THE MID\_WINTER ADGENDA FOR TIME AND LOCATION***