

**COMMUNITY ENGAGEMENT GROUP
DEPARTMENT RESERVE COORDINATOR**

NOTICE
1.18.1

February 20, 2020

TO: All Concerned Commanding Officers

FROM: Department Reserve Coordinator

SUBJECT: RESERVE OFFICER OF THE YEAR – 2020

Each year, Department reserve officers volunteer thousands of hours of their personal time in the furtherance of public safety. To honor the dedicated men and women of the Reserve Corps, the Department will recognize their selfless dedication to public service.

While each reserve officer deserves our heartfelt thanks, there are those who merit special recognition. In order to properly recognize those reserve officers, all commanding officers are directed to assess reserve officers in their command and nominate an "*Area/Divisional Reserve Officer of the Year.*" Nominations should be made on an Intradepartmental Correspondence, Form 15.02, and addressed to Community Outreach and Development Division (CODD), Reserve Unit, 100 West 1st Street, Room 250, Los Angeles, CA 90012, Mail Stop 400.

Nominations should include the following:

- The officer's length of service and a short biography;
- Any other pertinent information, including attachments detailing projects/programs that the nominated reserve officer has been instrumental in developing and/or implementing, and
- A recent eight by ten inch color photograph of the concerned officer. The officer shall be photographed in a Class "A" uniform or business attire.

All submissions to the Reserve Unit, CODD, shall be made electronically containing the above described information. Please email to LAPDReserves@lapd.online.

Bureau Commanding Officers shall review Area/Divisional Reserve Officer of the Year nominees from within their chain of command and select a "*Bureau Reserve Officer of the Year.*" Once Bureau Commanding Officers have made their selections, the Reserve Officer of the Year Selection Committee will review the bureau submissions and select a "*Department Reserve Officer of the Year – 2020.*"

Note: For entities that do not have a bureau in their chain of command, the concerned group, Area or Divisional Reserve Officer of the Year will be considered by the Reserve Officer of the Year Selection Committee when selecting the overall Reserve Officer of the Year – 2020.

All Commanding Officers

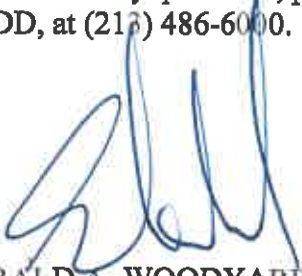
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All reserve officers who have been selected as Bureau Reserve Officers of the Year, the Divisional Reserve Officers, as well as the overall Reserve Officer of the Year will be honored at the "Twice a Citizen" Awards Banquet, which will be held on Saturday, May 2, 2020.

Nominations and digital photographs must be received no later than Tuesday, March 10, 2020.

If you have any questions, please contact, Sergeant Keith Mott, Officer In Charge, Reserve Unit, CODD, at (215) 486-6000.



GERALD A. WOODYARD, Commander
Department Reserve Coordinator

APPROVED:



DOMINIC H. CHOI, Deputy Chief
Chief of Staff
Office of Chief of Police

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