BUTTE COUNTY FIRE DEPARTMENT

**SUPERIOR ACCOMPLISHMENT & AWARD RECOMMENDATIONS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| TO:  **BUTTE UNIT FIRE CHIEF** | Date Submitted: | | | | |
| *In accordance with the provision of Butte County Fire Department policy, it is recommended that award consideration be given for an award as nominated below and herein described, which has been performed by the following named CAL FIRE - Butte County Fire Department career or volunteer firefighter:* | | | | | |
| CAREER or VFF NAME *(First & Last)* | CLASSFICATION | | | VFC | |
| ADDRESS *(Street, City, State, Zip Code)* | | | | | |
| NOMINATION FOR | | |  | | |
| SUPERIOR ACCOMPLISHMENT AWARD  LEADERSHIP AWARD  ORGANIZATIONAL ENHANCEMENT AWARD  FIREFIGHTER OF THE YEAR AWARD | | |  | | |
| DESCRIPTION OF ACCOMPLISHMENT *(Give specific facts and attach additional sheet(s) if necessary.)* | | | | | |
| NOMINATING PARTY *(Please print)* | | STATION/VFC | | | TELEPHONE NUMBER |
| SIGNATURE *(Nominating party)*  ✍ | | TITLE | | | DATE SIGNED |
| SIGNATURE *(Career or VFC Captain Approval)*  ✍ | | PRINT NAME | | | DATE SIGNED |
| SIGNATURE *(Battalion Chief Approval)*  ✍ | | PRINT NAME | | | DATE SIGNED |
| SIGNATURE *(Assistant Chief Approval)*  ✍ | | PRINT NAME | | | DATE SIGNED |
| SIGNATURE *(County Fire Chief Approval)* | | DATE SIGNED | | | |
| ✍ | |  | | | |

## GUIDE FOR PREPARING

## AWARD RECOMMENDATIONS FOR BUTTE COUNTY FIRE DEPARTMENT

### ELIGIBILITY

All career personnel and VFF’s in good standing regardless of rank may receive Superior Accomplishment awards. This award is given to recognize superior performance resulting in an exceptional contribution to the Department. Such contribution may include, but is not limited to: (1) an outstanding and superior achievement; (2) an important contribution to research or science; (3) an unequaled personal effort in overcoming unusual difficulties or obstacles; (4) the completion of a task in a significantly shorter period of time than was deemed possible; or (5) a major improvement in methods, organization, procedures, or products, which makes an exceptional contribution to the efficiency of the department.

### SUPERIOR ACCOMPLISHMENT AWARDS

1. Describe the specific achievement in detail.
2. Describe how the achievement is clearly and unquestionably above normal requirements of the career or VFF’s position. (The degree to which it exceeds standards of performance.)
3. Describe the degree to which the accomplishment necessitated the career or VFF to expend personal effort beyond that normally expected.
4. Describe the amount and nature of ingenuity, initiative, and creative effort displayed. (Method used when standard methods would have produced unacceptable or average results.)
5. Describe the tangible or intangible benefits which accrue to the department as a result of the accomplishment.

### BUTTE COUNTY FIRE DEPARTMENT ANNUAL RECOGNITION AWARDS

Leadership Award

Innovation Award

Organizational Enhancement Award

Firefighter of the Year Award

If the Superior Accomplishment Award nominee is also being nominated for one or more of the Units Annual Awards listed above, the narrative must describe how the nominee meets the specific award criteria established for each award for which the employee is nominated.