KANSAS CITY MISSOURI POLICE DEPARTMENT **PERSONNEL POLICY**	DATE OF ISSUE 7-10-13	EFFECTIVE DATE 7-10-13	NO. 620-7
SUBJECT Policy Series 600: Awards and Assistance to Members 620 – Retirement, Death and Tenure Awards		AMENDS	
REFERENCE	RESCINDS PPBM: 620-6		

I. INTRODUCTION

Department members, reserve officers, and auxiliary service volunteers may receive retirement, death, and tenure awards based on their status and length of service to the department.

II. POLICY

A. Retirement

1. Sworn members who retire will receive their most current badge mounted on a plaque, a retired officer badge, and a retired officer identification card.

*2. Non-sworn members who retire will receive a retirement badge, a badge mounted on a plaque and a retired member identification card.

3. Reserve officers who retire and have completed ten (10) years of service will receive their badge mounted on a plaque, a retired officer badge, and a retired reserve officer identification card.

B. Death

The family of a deceased active member will be provided the member's badge mounted on a memorial plaque.

C. Tenure

Department members, auxiliary service volunteers, and reserve officers who complete twenty-five (25) years of department service will be awarded a department ring recognizing length of service and dedication. The service can be achieved in any one or a combination of sworn, non-sworn, reserve, and auxiliary categories; however, it must be actual department service.

D. Possession of a retirement badge, identification card, and a member's badge at the time of retirement is a privilege and may be revoked at such time as the department becomes aware of any inappropriate use or display of the badge or identification card.

III. PROCEDURE

A. The Human Resources Division will notify the Media Unit of:

1. Retiring members and reserve officers.

2. Reserve officers and auxiliary service volunteers completing twenty-five years of service.

B. The Information Services Division will submit a list of members for calculation of tenure to the Media Unit.

C. The Media Unit will coordinate the preparation of appropriate retirement, death, and tenure awards and their presentation to department members, reserve officers, and auxiliary service volunteers, or their families.

Darryl Forté
Chief of Police

Adopted by the Board of Police Commissioners this _____ day of _____, 2013.

Lisa Pelofsky
Board President

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