



California Narcotic Officers' Association

NARCOTIC OFFICER OF THE YEAR "ALFRED E. STEWART MEMORIAL AWARD"

APPLICATION INSTRUCTIONS

THE NARCOTIC OFFICER OF THE YEAR, "Alfred E. Stewart Memorial Award" is awarded annually to a member of the law enforcement community who has distinguished himself/herself through dedicated service and personal achievement in drug enforcement duties. The nominee must be a law enforcement officer and a member in good standing of the California Narcotic Officers' Association.

The attached application must be completed and submitted to the nominee's respective regional chairperson by **July 1, 2011** for review. The region chairperson will be responsible to submit their recommendation and completed application to the CNOA office no later than **Monday, August 1, 2011**. Nominations received after this date **WILL NOT** be considered for the AES Award.

Some criteria to consider in completing the application include: A description of the nominee's accomplishments in his/her assignment, case history; major contributions to their agency, their community, and the California Narcotic Officers' Association. The application should be accompanied by a cover letter. A portrait photograph of the nominee shall also be submitted with the application. The photograph should be in color and no less than 4" x 6" or 5" x 7" in size. Please **DO NOT** submit letters of commendation or support from agency heads, legislators or other government officials on behalf of the regional nominee. Please **DO NOT** attach search warrant affidavits or newspaper articles. Your written narrative in support of the candidate will be the only thing considered in the committee's decision.

On a date and time to be announced, a regional representative **MAY** be asked to make a presentation on behalf of the nominee to the Narcotic Officer of the Year Committee. This presentation, by a single representative, is to provide any additional information, if needed, regarding the nominee and answer questions of the committee members. Please do not bring any charts, photographs or any other type of audio visual aid to the presentation.

Questions pertaining to nominations should be referred to the Association office directly. Questions may be forwarded to the AES Committee for clarification.

1. What is the background of the nominee up to and including present assignment?

2. What has the nominee accomplished within his/her law enforcement agency?
Consider assignments, leadership, and conviction rate, etc.
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3. What has the nominee accomplished personally as a citizen in his/her community?

4. **CLOSING STATEMENT:** Please include any additional information which the Awards Committee may consider regarding the nominee's qualifications.
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