



# LOMPOC POLICE DEPARTMENT EMPLOYEE COMMENDATION

If you would like to commend an employee of the Lompoc Police Department, please fill out this form. You may either mail this form or return it to the Lompoc Police Department. You may also commend an employee by writing a letter to the Chief of Police, Lompoc Police Department, 107 Civic Center Plaza, Lompoc, CA 93436. Verbal commendations may be given to any Department supervisor. Your comments will be reviewed by the concerned commanding officer and the commended employee.

The Lompoc Police Department thanks you for your interest and for taking the time to complete this form.

1. Date of contact with employee \_\_\_\_\_  
Time of contact with employee \_\_\_\_\_  AM  PM  
Location of contact (i.e., address, cross streets, or business name, etc.) \_\_\_\_\_

2. Employee's name, badge number (if known) and assignment (division worked, i.e. Detective, Patrol, CSO, etc.)

Name	Badge Number	Assignment
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. What initiated your contact with the employee?

- Police response to your call
- Visit a detective
- Made a report at the police station
- Pick up property
- Traffic collision
- Witness at a police investigation
- Traffic stop
- Visit/release an inmate
- Other \_\_\_\_\_

4. What would you like to commend about the employee's performance?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Continue on separate sheet)

Print your name \_\_\_\_\_ Signature \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_

Employee's Signature \_\_\_\_\_ Commanding Officer's Signature \_\_\_\_\_