



HORRY COUNTY FIRE RESCUE

2560 North Main Street, Suite 1, Conway, SC 29526

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Casteelj@horrycounty.org

TO: All Personnel

FROM: Jerry L. Casteel, Division Chief

DATE: December 16, 2011

RE: Annual Awards Ceremony

Horry County Fire Rescue is planning an Annual Awards Ceremony to be held in February or March 2012. The exact date and time will be released in the next few weeks. The inclusive dates for the awards will be January 1, 2011 through December 31, 2011. The department is accepting nominations for all awards.

The department is also accepting nominations for our annual awards. These awards are listed below:

1. Paramedic of the Year
2. Emergency Medical Technician of the Year
3. Volunteer Firefighter of the Year
4. Career Firefighter of the Year
5. Support Employee of the Year
6. Volunteer Officer of the Year
7. Career Officer of the Year

Employees wishing to nominate someone for any award(s) are asked to complete the attached nomination form and submit the completed form to their Medical Officer/Battalion Chief. Medical Officers/Battalion Chiefs must have the awards submitted to administration (Marybeth Todd or DC Casteel) no later than January 13, 2012. The awards committee will meet soon after that date to review nominations; therefore, no nominations will be accepted after the deadline. .

Please contact Marybeth Todd (915-7055) at Administration if you have any questions.

1 Attachment: Award Nomination Form

Medical Officer Confirmation (Medical Awards): Confirmed YES NO

Medical Officer Signature Date

Battalion Chief Approval (All Awards): Approved YES NO

Battalion Chief Signature Date

Award Committee Review

Date Reviewed:

Committee Decision (check):

Granted Denied Other Award Given More Information Required

Comments:

Fire Chief's Review/Comments (if required):

Awards Committee Review Approval:

Awards Committee Chairman Date

Approval:

Garry Alderman, Fire Chief Date