



**METROPOLITAN POLICE DEPARTMENT
NASHVILLE, TENNESSEE**

Roll Call Training/Shift Briefing

M.P.D FORM 101

SUBJECT: Authorization for Badge Commemorating the Opening of the New MNP Headquarters	REVISED:	RESCINDS:
REFERENCE: MNP Manual 8.20.130 Authorization for Commemorative Badges or other Insignia	EFFECTIVE DATE: February 15, 2019	DISTRIBUTION: All Personnel

I. PURPOSE

The purpose of this roll call training document is to make all affected personnel aware of Authorization for Badge Commemorating the Opening of the New MNP Headquarter.

In accordance with the current requirements, supervisors shall ensure all employees under their command are aware of the this document, by having them sign a daily worksheet (MNP Form 255, Daily Worksheet), or other component receipt form acknowledging they have received notice of the information and accept responsibility to follow the directive(s) contained herein.

II. KEY POINTS TO COVER DURING ROLL CALL TRAINING

During the 2015-16 budget process, the Metropolitan Council and Mayor approved funding for a new headquarters for the MNP. After careful and deliberate site selection, Messer Construction was contracted to build the 110,000-square-foot headquarters facility at 600 Murfreesboro Road. Ground was broken in October 2016 and the facility completed in January 2019. The grand opening ceremony is scheduled for February 28, 2019 at 10:00 am.

In association with the planned celebrations, and in commemoration of the outstanding work being performed daily by the men and women of this police department, the Chief of Police has authorized the creation of a special commemorative badge. *(See image below)*

Such commemorative badge shall be an authorized alternate to the standard issue department badge. A member who does not obtain a commemorative badge will continue to wear and/or use the standard department issue badge.

Members currently in good standing may order a badge through a process to be described in a forthcoming email. This email will include ordering details and opportunity 1) to order the commemorative badge using your current badge number, title, and finish or 2) to decline to order a commemorative badge. If you chose to order a commemorative badge, you may utilize clothing allowance funds or pay the authorized vendor directly.

Wearing and/or use of the commemorative badge will commence upon delivery and receipt of the badge. It shall only be worn or used consistent with established policy regarding departmental badges.

The commemorative badge will be permanently retired from service upon further announcement. Consistent with established policy and the provisions herein, the commemorative badge will become the property of the member to which it was officially issued.

Members who, retired in good standing prior to this announcement, and wish to obtain a commemorative badge may order the badge beginning on April 1, 2019 by completing a retired credential request form noting the request is for the commemorative. Such badge will bear the members title at the time of retirement preceded by the word "RETIRED". Approval or non-approval for the purchase of the badge shall be by the Chief of Police and shall be final.



For additional provisions regarding commemorative badges, refer to MNPD Manual 8.20.130 Authorization for Commemorative Badges or other Insignia.

*If you have any questions or need additional assistance
contact MNPD Strategic Development Division at:
615-862-7790.*