



# FRONTIERSMEN CAMPING FELLOWSHIP

## OFFICER PROCEDURES AND GUIDELINES



| SECTION     | SUBJECT                                    |
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| 7.0 SERVICE | 7.4 FLAME OF HONOR POLICIES AND PROCEDURES |

### POLICIES

The “Flame of Honor” is the highest recognition that the FCF can bestow upon a person. It is not to be taken lightly, being recommended is an honor in itself and being chosen demonstrates the FCF’s determination to give the recipient the highest honor it is authorized to bestow. It is awarded by the National FCF Action Team.

All persons are eligible to receive the “Flame”. They need not be an FCF member, a Royal Ranger, or even a Christian. A person making the recommendation must be an FCF member in good standing with his Chapter. The person being recommended shall not be informed of his recommendation. This is to prevent embarrassment should the application not be approved by the National FCF Action Team.

In authorizing the Flame of Honor, it is the intention of the National FCF Action Team, that it shall be given as recognition for:

- unselfish acts of heroism,
- for service dedication and devotion to the FCF purposes, or
- to the goals of Royal Rangers, or
- to the advancement of Christianity, or
- for the betterment of mankind.

These could be single acts, a series of deeds, or a lifetime given for service to others. Consequently there is no hard, fast criteria that a person must meet to qualify for the Flame of Honor. Indeed there is nothing that a person can “do” specifically to earn it. If, in the eyes of the person making the recommendation, the person being recommended had exhibited exemplary conduct that would serve as inspiration to others, then he may qualify should the National FCF Action concur. The acts may be unheralded or they may command headlines.

### PROCEDURES

The procedures used in determining recipients shall be: recommendation, supporting documentation and application for the award comes from the field and is submitted to the National FCF Action Team, or a committee designated by them. The committee reviews the application and will determine one of the following options.

- a. Recommendation does not meet the basic requirements and therefore is denied.
- b. Return the application to the individual making the recommendation requesting additional documentation to further support the recommendation.
- c. The recommendation has merit and the committee forwards the application to the District for approval through the District Director. Additional approval will be required by the Territorial Representative and the Regional Coordinator. These staff members shall attach their recommendations based on fact and not favor. And will forward the application to the next level. As Christian leaders, one should never allow politics or personality to influence their decisions. A nomination using the following criteria will assist each level of leadership in making a decision whether or not the individual has truly earned the recognition afforded by the Flame of Honor.

The recommendation should include the following:

- a. An introductory paragraph that describes how the general criteria was met and the time period covered by the nomination.



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- b. Narrative should clarify how the individual has met the award criteria and the extent of achievement is above and beyond the individual's position. It should be specific and factual, giving concrete examples of exactly the individual did, how it was done, what benefits or results were realized, and why or how such benefits or results exceeded superior performance.
- c. If applicable, state the background to provide perspective on each accomplishment and how the individual addressed each accomplishment.
- d. Facts and figures (data) and dates can assist in demonstrating the impact of a nomination.
- e. Avoid using extraneous information that may detract from the nomination, impact, etc. Assure write-up reflects activities /accomplishment for the time period covered.
- f. Avoid the use of chronology of assignments as they do not reflect how a nomination meets award criteria.
- g. If nomination includes work of others, nomination must clarify how individual's achievement is over/above that of others.
- h. Letter from Pastor concerning Personal Life/Christian Example/Church Support/Outpost service.

recommendations and decisions strictly confidential. When an application is disallowed by the committee the person making the recommendation will be informed. The application shall be destroyed so as to make it illegible and no further record shall exist.

If approved the award is presented by a member of the National FCF Executive Action Team. The presentation shall be made in an appropriate public ceremony. Every attempt will be made to present the "Flame of Honor" at the National Royal Rangers LEAD Conference held each year in March.

The National FCF Scribe, by virtue of his position, shall be the keeper of all Flame of Honor records unless the National FCF Action Team shall determine otherwise. The committee shall inform the person making the recommendation of their decision, however they are under no obligation to detail the reasons for their finding. The committee shall keep all