

CITY OF CHICAGO LINE OF DUTY PREFERENCE PROCESS

The City of Chicago has established a Line of Duty Preference at the time of processing for qualified applicants of entry-level sworn Police or uniformed Fire Department positions who are immediate family members (see definition below) of sworn Police and uniformed Fire Department personnel who died in the line of duty, or are immediate family members of individuals who have served on active duty of the Armed Forces of the United States, the Illinois National Guard, or any reserve component of the United States who died in the line of duty in an area designated as a combat zone at the time of death (see definition below).

If you believe you qualify for this preference, please follow the steps below.

1. Verify that you are an immediate family member of an individual who has died in the line of duty as described above.
2. To be considered for the preference at the time of processing, you must provide us with one of the following:
 - If the immediate family member was employed by the City of Chicago in a sworn Police or uniform Fire position, please access the Line of Duty Preference Form found at the following link:
http://www.cityofchicago.org/city/en/depts/dhr/supp_info/line_of_duty_preference.html

Also be sure to attach one of the following documents to certify your relationship to the deceased:

- Birth Certificate
 - Marriage Certificate
 - Adoption documentation
 - Obituary
 - Legal document establishing relationship to the deceased
- If the immediate family member was serving in the Armed Forces of the United States, the Illinois National Guard, or any reserve component of the United States, please send an e-mail to lineofduty@cityofchicago.org with the following information:
 - Your Name, Address, Phone, and E-Mail Address
 - Name of the deceased
 - Your relationship to the deceased
 - Death Certificate of the deceased indicating cause of death due to military combat **OR** official document from the Armed Forces stating deceased died in the line duty in a combat zone.
 - Branch of the Armed Services in which the deceased served
 - Attach one of the following documents to certify your relationship to the deceased:
 - Birth Certificate
 - Marriage Certificate
 - Adoption documentation
 - Obituary
 - Legal document establishing relationship to the deceased

The Department of Human Resources will review the documentation you have provided and determine if you qualify for the Line of Duty Preference at the time of processing.

If you have any questions, please feel free to e-mail us at: lineofduty@cityofchicago.org

Definition of an Immediate Family Member

Spouse at time of death; domestic partner at time of death; parents; children by blood, adoption or marriage; brother and sisters including step and half; and grandchildren.

Definition of Combat Zone

A combat zone is any area the President of the United States designates by Executive Order as an area in which the U.S. Armed Forces are engaging or have engaged in combat. An area usually becomes a combat zone and ceases to be a combat zone on the dates the President designates by Executive Order.