



CITIZEN COMPLAINT

REDLANDS POLICE DEPARTMENT
30 CAJON STREET
P.O. BOX 1025
REDLANDS, CALIFORNIA 92373
909 798-7661

January, 2010

Dear Citizen:

A relationship of trust and confidence between employees of the police department and the community of Redlands, which they serve, is essential. As it is the absolute right of all citizens to initiate a complaint proceeding, you are hereby provided with a form to be completed for this purpose.

When you have completed this complaint form and have returned it to a supervisory employee of the police department, you will be given a receipted copy thereof. There upon, a thorough investigation will be made of all of the evidence contained in your complaint. You may be asked to provide additional information during the investigation process. This request will be made by an investigative officer, whom I have appointed.

As soon as the facts are known, a complete report will be made for my personal review. There from, I will make a determination regarding the validity and seriousness of the allegation. You will be notified in writing of such a determination. Should an employee be found to have conducted himself, or herself, in an unjustified, unlawful, or improper manner, appropriate disciplinary action will result.

It must be noted that this complaint procedure cannot be used to establish your guilt or innocence in any pending criminal proceeding. Although your complaint will be accepted from you, no formal determination will be made while criminal action is pending. Further, you may not utilize this complaint procedure if you disagree with any law, ordinance, or established policy or procedure of the City of Redlands, or its police department, if the employee who is the subject of your complaint was complying with such law, ordinance, policy or procedure.

Although, you have my personal assurance that your complaint will be given a fair and impartial hearing, if you feel that the nature of your complaint requires further inquiry, you should contact:

1. The Federal Bureau of Investigations — Cases of violation of civil rights;
2. The California State Attorney General;
3. The San Bernardino County District Attorney;
4. Your personal attorney.

Sincerely,

James R. Bueermann

Chief of Police

Attachment: Complaint Form



CITIZEN REPORT

Your name: _____

Home address: _____

Home phone: _____

Work address: _____

Work phone: _____

Name(s) or badge number (s) involved: _____

Date of occurrence: _____ Time of occurrence: _____

Place of occurrence: _____

Names and addresses of all known witnesses:

1. _____

2. _____

3. _____

4. _____

STATEMENT OF ALLEGATION

Describe in your own words what occurred, including all incidents leading up to the matter of your complaint.

STATEMENT OF ALLEGATION CONTINUED

You have the right to make a complaint against a police officer for any improper police conduct. California law requires this agency to have a procedure to investigate citizens' complaints. You have the right to a written description of this procedure. This agency may find after investigation that there is not enough evidence to warrant action on your complaint. Even if that is the case, you have the right to make the complaint and have it investigated if you believe an officer behaved improperly. Citizen complaints and any reports or findings relating to complaints must be retained by this agency for at least five years.

I have read and understand the above statement and hereby request an investigation to be initiated by the Chief of Police and state that the above facts are true and correct to the best of my knowledge and belief.

Complainant's signature: _____ Date _____

Approved (if complainant is a juvenile) _____

Date and time complaint received: _____

Person receiving complaint: _____

This form is to be submitted to a supervisory employee at the
Redlands Police Department



Note: If you require this statement translated in another language, please notify the
_____ *clerk.*