

CHP USE ONLY
COMPLAINT NUMBER

PERSON FILING COMPLAINT (LAST, FIRST, M.I.)		AREA ADDRESS STAMP
Check the appropriate box to indicate how/where you wish to be contacted by an investigator.		
<input type="checkbox"/> MAILING ADDRESS (STREET, APARTMENT NUMBER)		
CITY, STATE, ZIP CODE		LOCATION OF OCCURRENCE
<input type="checkbox"/> HOME PHONE NUMBER (INCLUDE AREA CODE)		
<input type="checkbox"/> WORK PHONE NUMBER (INCLUDE AREA CODE)		DAY, DATE, AND TIME OF OCCURRENCE
DATE OF BIRTH	DRIVER'S LICENSE NUMBER	ARREST/ACCIDENT REPORT OR CITATION NUMBER (IF KNOWN)

IMPORTANT! READ AND SIGN THE FOLLOWING INFORMATION

If you have not already filed a complaint, the reverse side of this form may be used to initiate the process. In addition, you may telephone or contact a local office of the CHP or contact the Office of Internal Affairs, at 2555 First Avenue, P.O. Box 942898, Sacramento, CA 94298, (916) 657-7241.

The California Highway Patrol (CHP) has a well-defined procedure for investigating citizens' complaints. Once a complaint is received, it is the responsibility of the involved employee's Commander to ensure a thorough investigation is conducted. Although complaints cannot always be resolved to a citizen's satisfaction, all investigations are conducted objectively, with a goal of maintaining public confidence and departmental integrity. After completion of the investigation, complaints are directed through the chain of command for an impartial review. After final approval, the citizen is provided with a closing written response.

The citizens' complaint process is designed to investigate the allegations of citizens and to make a determination of fact as to any wrongdoing. In cases where a false complaint is maliciously filed against a peace officer, that officer is entitled to file a civil action. Therefore, it is important all allegations presented in a complaint to the Department be based on factual information.

Penal Code Section 148.6 requires that all law enforcement agencies accepting an allegation of misconduct against a peace officer shall require the complainant to read and sign the following information advisory:

YOU HAVE THE RIGHT TO MAKE A COMPLAINT AGAINST A POLICE OFFICER FOR ANY IMPROPER CONDUCT. CALIFORNIA LAW REQUIRES THIS AGENCY TO HAVE A PROCEDURE TO INVESTIGATE CITIZENS' COMPLAINTS. YOU HAVE A 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.

 Complainant's Signature

 Date

This section may be used by you and/or the Department to summarize or further clarify your complaint.