

INVESTIGATIVE PROCEDURE:

Please
Stamp
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You may file a complaint against any member of the Sheriff's Office:

Internal Affairs Division	Shift Supervisor
Monday- Friday 8AM- 5PM	Nights and Weekends
(209) 468-4689	(209) 468-4401

You have the option of filing your citizen's complaint in person, by telephone, or by utilizing this form to submit a written statement. An investigator from Internal Affairs Division will be assigned to contact you, interview all Sheriff's Office personnel involved in your complaint as necessary. Complaints may be made anonymously, however the Internal Affairs Division will not contact you. If circumstances indicate that there will be any extensive delay in the investigation, you will be notified of the appropriate date of the conclusion of the matter.

Each citizen's complaint will be judged on its own merit. After the investigation, your complaint will be classified into one of four categories:

- 1. UNFOUNDED** – The investigation conclusively proved that the act or acts complained of did not occur as described by the complainant, or that the employee named was not involved.
- 2. EXONERATED** – The incident/allegation which provided the basis for the complaint or allegation occurred; however, the investigation revealed that the action taken was justified, lawful, and proper.
- 3. NOT SUSTAINED** – The investigation failed to reveal enough evidence to prove or disapprove the allegations.
- 4. SUSTAINED** – The investigation disclosed sufficient evidence to prove the allegation made in the complaint.

Should the investigation reveal improper conduct by a member of the Office, then corrective action will be initiated in accordance with policies and procedures established by this Office. Such actions may include counseling, retraining, or discipline, up to and including dismissal. You will be notified, either by telephone or mail, of the final classification of your complaint, unless you have chosen to remain anonymous.

If you have any questions on the results of the investigation, you may call the Internal Affairs Division investigator assigned to your complaint.

If a claim or other litigation is filed concerning the circumstances under investigation, we will be unable to discuss the matter or otherwise release

Citizen complaints assist the Office in maintaining quality law enforcement services. Additionally, they assure the citizens that corrective action is taken if there is misconduct by a member of this Office. Further, a thorough and impartial investigation procedure protects members of the Office from unwarranted accusations.

This document is not a Government Tort Claim and does not fulfill the requirements of California Government Code Sections 910 et seq.

PATRICK WITHROW
Sheriff • Public Administrator

SAN JOAQUIN COUNTY
7000 Michael N. Canlis Blvd.
French Camp, CA 95231-9781



ATTN: INTERNAL AFFAIRS

CITIZEN COMPLAINT



Protecting San Joaquin County Since 1850



SAN JOAQUIN COUNTY SHERIFFS OFFICE
7000 Michael N. Canlis Blvd.
French Camp, CA 95231-9781

TO THE CITIZENS OF SAN JOAQUIN COUNTY:

As the Sheriff of San Joaquin County, I take all allegations of misconduct by members of my office seriously. To build a foundation of trust with all members of our community, mutual accountability must be at the core. Mere dissatisfaction with the merits of laws enforced does not, on its own, warrant sufficient grounds for a formal complaint.

When allegations of misconduct are brought to our attention, a fair and objective investigation will be conducted to obtain all pertinent and available facts. Depending on the severity of proven allegations or policy violations, complaints may be addressed through training, formal discipline, or a combination thereof. It is the goal of the Sheriff's Office to ensure that all employees maintain a strong moral compass and uphold ethical behavior.

Sincerely,

PATRICK WITHROW
Sheriff • Public Administrator

THE SHERIFF'S OFFICE WELCOMES YOUR:

COMPLAINTS, CONSTRUCTIVE CRITICISM, SUGGESTIONS, AND INFORMATION

IN THE INTEREST OF BETTER LAW ENFORCEMENT

NAME _____

ADDRESS _____ ZIP _____

TELEPHONE (HOME) _____ (WORK) _____ (CELL) _____

DATE AND TIME OF INCIDENT (CASE NUMBER) _____

LOCATION _____

NAMES, ADDRESSES & PHONE NUMBER OF WITNESSES _____

NAME(S) OF PERSONNEL (IF KNOWN) _____

NATURE OF COMPLAINT/INFORMATION (ATTACH ADDITIONAL SHEET(S) IF NECESSARY) _____

YOU AS AN INDIVIDUAL OR A THIRD PARTY HAVE THE RIGHT TO MAKE A COMPLAINT AGAINST A PEACE OFFICER FOR ANY IMPROPER POLICE 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 MUST BE RETAINED BY THIS AGENCY FOR AT LEAST FIVE YEARS.

IT IS AGAINST THE LAW TO MAKE A COMPLAINT YOU KNOW TO BE FALSE. IF YOU MAKE A COMPLAINT AGAINST AN OFFICER KNOWING THAT IT IS FALSE, YOU CAN BE PROSECUTED ON A MISDEMEANOR CHARGE (PC 148.6(A)(1)).

THIS DOCUMENT IS NOT A GOVERNMENT TORT CLAIM AND DOES NOT FULFILL THE REQUIREMENTS OF CALIFORNIA GOVERNMENT CODE SECTIONS 910 ET SEQ.

I have read and understood the above statement: _____ Date: _____