

MATTHEW C. KENDALL
Sheriff-Coroner



Undersheriff John Magnan

Captain Quincy Cromer
Field Services

Captain Greg Van Patten
Corrections Services

County of Mendocino Office Of The Sheriff-Coroner

CITIZEN COMPLIMENT/COMPLAINT FORM

For over 30 years, California law has required each department or agency in this state that employs peace officers to have a procedure for the investigation of complaints by members of the public against its personnel. The policy of the Mendocino County Sheriff's Office is simple: we will conduct a full and fair investigation into all complaints regarding our personnel. The Sheriff's Office also has a policy on recognizing employees for good conduct. We are now providing citizens with the ability to report either good or bad conduct on one form, and we are making this form available on our website.

Citizen Compliment / Complaint forms can be delivered to any of our offices or substations, or mailed to our administrative office at the address shown below, or e-mailed to sheriff@mendocinosheriff.org. All compliment / complaint forms will be reviewed first by either the Undersheriff or a Sheriff's Captain. Compliments will be recognized appropriately—up to and including a formal commendation or award. Complaints will be investigated fully and fairly.

Allegations of serious misconduct will be investigated by the Sheriff's Office Designee. These investigations include interviews with the complaining party, witnesses, the involved personnel and an examination of all physical and documentary evidence. Investigative reports are reduced to writing. Legally law enforcement agencies have one calendar year to investigate alleged misconduct, with certain statutory extensions that may apply. Pursuant to California law, each complaint will receive one of the following dispositions: Sustained, Not Sustained, Unfounded or Exonerated. The Sheriff's Office will provide written notification to the complaining party of the disposition of the complaint within 30 days of the disposition.

California Penal Code Statutes §832.5 and §832.7 provide further information about the complaint investigation process. You can read these statutes by going to the website of California's Legislative Counsel. The URL is: <https://leginfo.legislature.ca.gov/>.

**951 Low Gap Road
Ukiah, California 95482**

707-463-4411

PURSUANT TO SECTION 148.6 OF THE CALIFORNIA PENAL CODE:

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 CIVILIANS' 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. CIVILIAN COMPLAINTS AND ANY REPORTS OR FINDINGS RELATING TO COMPLAINTS MUST BE RETAINED BY THIS AGENCY FOR AT LEAST FIVE YEARS.

IT IS AGAINST THE LAW TO MAKE A COMPLAINT THAT 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.

I have read and understood the above statement.

Complainant _____

USTED TIENE DERECHO A PRESENTAR UNA DENUNCIA CONTRA UN OFICIAL DE POLICÍA POR CUALQUIER CONDUCTA POLICIAL INADECUADA. LA LEY DE CALIFORNIA EXIGE QUE ESTA AGENCIA TENGA UN PROCEDIMIENTO PARA INVESTIGAR LAS QUEJAS DE LOS CIVILES. USTED TIENE DERECHO A UNA DESCRIPCIÓN ESCRITA DE ESTE PROCEDIMIENTO. ESTA AGENCIA PUEDE ENCONTRAR DESPUÉS DE LA INVESTIGACIÓN QUE NO HAY SUFICIENTE PRUEBA PARA GARANTIZAR UNA ACCIÓN SOBRE SU QUEJA; INCLUSO SI ESE ES EL CASO, USTED TIENE DERECHO A PRESENTAR LA QUEJA Y A HACER QUE SE INVESTIGE SI CREE QUE UN OFICIAL SE COMPORTÓ INADECUADAMENTE. LAS QUEJAS CIVILES Y CUALQUIER INFORME O HALLAZGO RELACIONADO CON QUEJAS DEBEN SER CONSERVADOS POR ESTA AGENCIA DURANTE AL MENOS CINCO AÑOS.

ES CONTRA LA LEY PRESENTAR UNA QUEJA QUE SABE QUE ES FALSA. SI PRESENTA UNA QUEJA CONTRA UN OFICIAL SABIENDO QUE ES FALSA, PUEDE SER PROCESADO POR UN CARGO DE DELITO MENOR.

He leído y entendido la declaración anterior.

Denunciante _____

Citizen's Name:		
Address:		
City:	State:	Zip:
Driver's License No:	Home Phone:	Work Phone:
I would like to be contacted:		Yes: <input type="checkbox"/> No: <input type="checkbox"/>

Employee's Name:		Case No:
Date of Incident:	Time:	Location:
Witness/es: 1.		
2.		
3.		
4.		
Supervisor giving citizen the form:		Date/Time:
Supervisor receiving form:		Date/Time:

WRITE A NARRATIVE OF THE INCIDENT INCLUDING ANY STATEMENTS MADE:
