

# PERSONNEL COMPLAINT

## PENAL CODE SECTION 148.6 - ADMONITION

"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 CITIZEN'S 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."

If you wish to discuss this matter directly with a supervisor, please do not hesitate to contact the Ripon Police Department at (209)599-2102

## PERSONNEL COMPLAINT

### REPORTING PERSON'S INFORMATION

NAME (First, Middle, Last)

ADDRESS

HOME PHONE

CELL PHONE

### INCIDENT INFORMATION AND DETAILS

TODAY'S DATE

INCIDENT DATE

INCIDENT TIME

AM  
 PM

PLEASE LIST ANY RELATED POLICE REPORT / INCIDENT NUMBER(S)

LOCATION OF INCIDENT

PLEASE LIST ALL INVOLVED RIPPON POLICE DEPARTMENT EMPLOYEES: (NAME, ID# POSITION, ETC.)

WAS ANYONE ARRESTED OR ISSUED A CITATION AS A RESULT OF THIS INCIDENT?

IF SOMEONE WAS ARRESTED OR ISSUED A CITATION, PLEASE PROVIDE THEIR NAME, ADDRESS & PHONE #

### WITNESS CONTACT INFORMATION

PLEASE PRINT THE NAMES OF ANY WITNESSES, THEIR ADDRESSES AND CONTACT INFORMATION

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PLEASE DESCRIBE IN DETAIL THE NATURE OF THE INCIDENT. USE ADDITIONAL SHEETS IF NECESSARY.

DESCRIPTION OF COMPLAINT, SUGGESTION OR COMMENDATION  
PLEASE USE ADDITIONAL SHEETS IF NECESSARY

FOR DEPT.  
USE ONLY

RECEIVING OFFICER	ID# & INITIALS	DATE
IA CASE #	ASSIGNED OFFICER	DATE ASSIGNED