

POLICE DEPARTMENT
SCITUATE, R.I.

POLICIES AND PROCEDURES

SUBJECT: CITIZEN COMPLAINT POLICY

EFFECTIVE DATE: March 9, 2005 REVISED DATE:

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APPROVED: CHIEF OF POLICE

Will T. Mark

DISTRIBUTED TO: All personnel Police only
Civilian personnel only Supervisors only

I. PURPOSE

The Scituate Police Department believes that an effective relationship with our community is built on trust and confidence. Public safety employees have an obligation under the law to respect the rights of all persons. However, they must also be free to exercise their best judgment and initiate such action as is reasonable, lawful, and impartial without fear of reprisal. The Department acknowledges its responsibility to uphold a system of citizen complaint and possible subsequent officer disciplinary procedures. This agency is responsive to the community and will ensure that our employees conduct themselves appropriately. To this end, the Chief welcomes constructive criticism of the department and its procedures, and valid complaints about its members.

II. POLICY

It is the policy of the Scituate Police Department to accept, record and investigate any complaint from any member of the public. Complaints, recorded on a "Citizen Complaint" form, will be accepted at any time, about any member of the department. These include complaints conveyed to another source and transmitted to the department. "Anonymous" complaints against personnel will be accepted as long as all three of the following elements are present:

- (1) the complaint contains sufficient information for the department to reasonably identify the involved personnel, and
- (2) it provides sufficient information to preliminarily determine that some misconduct or inappropriate behavior is being alleged, and
- (3) it contains information which reasonably permits the department to initiate an investigation.

Anonymous complaints will not be provided a response.

"Third party" complaints against personnel will be accepted if they contain all of the elements of "anonymous" complaints and any one of the following:

