## HOW TO MAKE A COMPLAINT AGAINST POLICE PERSONNEL

- 1. If you wish to make a complaint about the actions of a Police Officer or about any aspect of Police Operations, please:
  - a. Come to the Department and tell an employee that you want to make a complaint; or
  - b. Call the Department and tell the person answering the phone that you want to make a complaint; or
  - c. Write your complaint and mail/email it to the Chief of Police.
  - d. If your complaint involves the Chief of Police, you may contact the Selectboard by way of the Board Chair and/or the Town Administrator, or directly file a complaint through the New Hampshire Police Standards and Training Council website (https://www.pstc.nh.gov/).
- An employee of the department can assist you in filling out a report of complaint against police personnel on the appropriate form. This form asks you to identify yourself and give specific details about your complaint.
- 3. Your complaint will be investigated. You may be contacted and asked additional questions about your complaint.
- 4. You will be contacted by the Chief of Police, or their designee, when the investigation has been completed.

## **REPORT OF COMPLAINT AGAINST POLICE PERSONNEL**

Name of Complainant:		
At what address can we c	ontact you?	
Contact Phone Numbers:	Residence:	
	Cell:	
	Work:	
Date and Time of Incident		
Name of Officer(s) against	t whom complaint is being filed, or any other identifying m	arks
(vehicle description, badge	e number, physical description, etc.):	
Rank:	Name:	
ID/Badge #:	Vehicle:	
Other:		
Name, address, phone nu	mber, or other identifying information for <u>ANY</u> witness(es)	:

Statement/Description of Allegation/Incident: (Use backside for additional space)

I, the undersigned, understand this Statement of Complaint will be submitted to the Department and may be the basis for an investigation. I sincerely and truly declare and affirm the facts contained herein are complete, accurate, and true to the best of my knowledge and belief. Further, I declare and affirm my statement has been made by me voluntarily - without persuasion, coercion, or promises of any kind.

I understand, under the regulations of the Tamworth Police Department, the Officer against whom this complaint is filed may be entitled to request a hearing before the appointing authority. By signing and filing this complaint, I hereby agree to appear before the appointing authority, if a hearing is requested by the Officer, and to testify under oath concerning all matters relevant to this complaint.

Signature of Complainant

Date

Signature of Person Receiving Complaint

Date

Complainant Refused to Sign

Signature Not Requested