



SAN JOSE STATE UNIVERSITY POLICE DEPARTMENT

One Washington Square, San Jose CA 95192 (408) 924-2222

PERSONNEL COMPLAINT FORM

Please Print:

COMPLAINANT NAME : _____

ADDRESS: _____

TELEPHONE: (HOME) _____ (WORK) _____

TYPE OF COMPLAINT: _____

LOCATION OF OCCURRENCE: _____

DATE AND TIME OF OCCURRENCE: _____

SJSUPD PERSONNEL INVOLVED: _____

WITNESSES: (LIST NAMES/ADDRESSES/TELEPHONE NUMBERS): _____

DETAILS OF COMPLAINT (USE BACK OF FORM IF NEEDED): _____

Per the California Penal Code Section 148.6:

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 CITIZENS COMPLAINTS. YOU HAVE THE 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 THIS COMPLAINT AND HAVE IT INVESTIGATED IF YOU BELIEVE AN OFFICER BEHAVED IMPROPERLY. CITIZEN COMPLAINTS AND ANY REPORTS OR FINDINGS RELATED TO COMPLAINTS MUST BE RETAINED BY THIS AGENCY FOR AT LEAST FIVE YEARS.

Please sign and date this complaint form and return it to us so we can proceed with the investigation. You have the right to a copy of this completed form.

CALIFORNIA LAW REQUIRES LAW ENFORCEMENT AGENCIES TO INVESTIGATE COMPLAINTS AGAINST POLICE OFFICERS. (Pen. Code, Section 832.5, subd. (a)(1)). TO PREVENT INDIVIDUALS FROM MAKING FALSE COMPLAINTS AGAINST OFFICERS, THE LEGISLATURE ENACTED PENAL CODE SECTION 148.6, WHICH MAKES IT A MISDEMEANOR FOR ANYONE TO KNOWINGLY FILE A FALSE MISCONDUCT COMPLAINT AGAINST A PEACE OFFICE. SECTION 148.6 ALSO REQUIRES LAW ENFORCEMENT AGENCIES TO REQUIRE THOSE WHO WANT TO FILE COMPLAINTS AGAINST OFFICERS TO SIGN AN ADVISORY THAT WARNS THAT KNOWINGLY FILING A FALSE COMPLAINT MAY RESULT IN CRIMINAL PROSECUTION.

Additionally, complaints of discrimination based on race, color, national origin, sex, disability, religion, sexual orientation, marital status, national origin, ancestry or age against the University Police Department can be filed with the Office for Equal Opportunity (OEO). The OEO may be contacted at One Washington Square, San José, CA 95192 or by phone at (408) 924-2255.

I HAVE READ AND I UNDERSTAND THE ABOVE STATEMENT:

SIGNED: _____ DATE/TIME: _____

(Complainant)

UPD EMPLOYEE RECEIVING COMPLAINT: _____

DATE/TIME: _____

YOU WILL BE CONTACTED BY AN INVESTIGATOR

For office use only

COMPLAINT NUMBER: _____ ASSOCIATED CASE NUMBER: _____

