

Comanche County Sheriff's Office

Compliment /Complaint Process

This Office makes consistent and expeditious investigations of complaints from citizens against Sheriff's Office employees. The Office protects the rights of each employee during an investigation, and makes the investigation without prejudice.

This Office must maintain an open channel of communications with the citizens of our community to process complaints of substandard service or alleged misconduct by Sheriff's Office employees. It is the purpose of this policy to provide a citizen complaint processing procedure which is fair, objective, and impartial; aimed at determining the facts which substantiate or refute the allegations. This Office will vigorously investigate all complaints so there is no doubt as to the integrity of the Office. This policy will also provide employees with information concerning their rights and obligations if confronted with allegations of misconduct or substandard service.

Internal investigations shall be conducted by the Sheriff or whoever the Sheriff designates to conduct the investigation, who will then report their findings to the Sheriff for review.

Internal investigations will be conducted on the following complaints:

External complaints- complaints against Office employees made by persons outside the Office.

Internal complaints- complaints against Office employees made from within the Office.

To Comply with Art 2.132 (b)(4) of the Code of Criminal Procedure this form also serves as the **Compliment or Complaint** process as described in that Statute.

This Office values its citizens input. This form when completed may be mailed, emailed or delivered to the Sheriff's Office at 300 West Industrial Blvd Comanche Texas 76442 or to rwjolley@co.comanche.tx.us phone: 325-356-7533

Sincerely,



Chris Pounds
Comanche County
Sheriff

COMPLIMENT / COMPLAINT FORM

Date of Action: ____/____/____

Name: _____ Date of Birth: _____

Address: _____

Day Phone: (____) _____ Evening Phone: (____) _____

Compliment / Complaint:

- Use of Force Unprofessional Behavior Improper/ Illegal Arrest
- Driving Complaint Racial Profiling Other (Explain in Detail Below)

Attached to this cover page are statement forms provided for the complainant to fill out with the information supporting the complaint.

Assigned Internal Affairs Number: IA- ____ - ____ - _____

- Sustained Partially sustained Not sustained Unfounded

If sustained/partially sustained action taken:

- Counseling Re-education Written Warning
- Written Reprimand Suspension Termination

Investigative Officers Assigned to this Complaint

Investigating Officer/ Rank

____/____/____
Date

Government Code Chapter 614 Complaints Against Officers

Sec. 614.021 APPLICABILITY OF SUBCHAPTER. This subchapter applies only to a **complaint** against:

- (1) a law enforcement **officer** of the State of Texas, including an **officer** of the Department of Public Safety or of the Texas Alcoholic Beverage Commission;
- (2) a fire fighter who is employed by this state or a political subdivision of this state; or
- (3) a peace **officer** under Article 2.12, Code of Criminal Procedure, or other law who is appointed or employed by a political subdivision of this state.

Sec. 614.022. **COMPLAINT** TO BE IN WRITING AND SIGNED BY COMPLAINANT. To be considered by the head of a state agency or by the head of a fire department or local law enforcement agency, the **complaint** must be:

- (1) in writing; and
- (2) signed by the person making the **complaint**.

Sec. 614.023. COPY OF **COMPLAINT** TO BE GIVEN TO **OFFICER** OR EMPLOYEE.

(a) A copy of a signed **complaint** against a law enforcement **officer** of this state, fire fighter employed by this state or a political subdivision of this state, or peace **officer** appointed or employed by a political subdivision of this state shall be given to the **officer** or employee within a reasonable time after the **complaint** is filed.

(b) Disciplinary action may not be taken against the **officer** or employee unless:

- (1) a copy of the signed **complaint** is given to the **officer** or employee;
- (2) the **complaint** is investigated; and
- (3) there is sufficient evidence to prove the allegation of misconduct.

SECTION 2. The change in law made by this Act applies only in relation to a **complaint** filed on or after the effective date of this Act. A **complaint** filed before the effective date of this Act is governed by the law in effect on the date the **complaint** was filed, and the former law is continued in effect for that purpose.

SECTION 3. This Act takes effect September 1, 2005.