

## NOTICE TO COMPLAINANT

Your complaint is considered serious by the Columbus Police Department. In order to maintain the confidence of the citizens of the City of Columbus and the State of Texas, we will fairly and impartially investigate your complaint.

The officer that you are complaining about is presumed innocent unless your complaint is substantiated in the investigative process. The mere filing of a complaint does not substantiate your allegations.

Complaints against officers must meet the requirements of Sections 614.022 and 614.023 of the Texas Government Code.

614.022. Complaint to be in Writing and Signed by Complainant. To be enforced 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.

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 or a fire fighter, detention officer, county jailer, 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 a copy of the signed complaint is given to the officer or employee. (c) In addition to the requirement of Subsection (b), the officer or employee may not be indefinitely suspended or terminated from employment based on the subject matter of the complaint unless: (1) the complaint is investigated; and (2) there is evidence to prove the allegation of misconduct.

If the investigation into your allegations determines that the officer acted improperly, disciplinary action will be taken. Because this is a serious allegation, with serious consequences for the officer, this agency prefers that your formal complaint be signed, sworn to and notarized. However, this agency will accept a typed or hand written complaint if signed and dated.

In an effort to assist you in filing your formal complaint, the Columbus Police Department will provide you with a Sworn Affidavit form to use when filing your formal complaint. Again, this agency will accept a typed or hand written complaint if signed and dated.

If you desire to informally, or verbally complain about the action or lack of action taken by an officer you may direct your comments in person to the Chief of Police or via phone at 979-732-3351.