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## **City of Melissa** **Police Department**

### COMPLAINT ON POLICE EMPLOYEE

Vernon's Annotated Code, Art. 6252-20: Complaints against law enforcement officers; writing; signature

In order that a complaint against a law enforcement officer of the State of Texas...or against a fireman or policeman may be considered by the head of the state agency or by a chief or head of fire department or police department, neither of which is under the protection of civil service statute, the complaint must be placed in writing and signed by the person making the complaint. A copy of the signed complaint must be presented to the affected officer or employee within a reasonable amount of time after the complaint is filed and before any disciplinary action may be taken against the affected employee.

Texas Penal Code, Sec. 37.08: False Report to Peace Officer

- (a) A person commits an offense if, with intent to deceive, he knowingly makes a false statement that is material to a criminal investigation and makes the statement to:
  - (1) A peace officer conducting the investigation; or
  - (2) any employee of a law enforcement agency that is authorized by the agency to conduct the investigation and that the actor knows is conducting the investigation;
- (b) In this section, "law enforcement agency" has the meaning assigned by Article 59.01, Code of Criminal Procedure.
- (c) An offense under this section is a Class B misdemeanor.

"I affirm that I have read and understand Art. 6252-20 (Complaints against law enforcement officers) of Vernon's Annotated Code and Section 37.08 (False report to a peace officer) of the Texas Penal Code."

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Signature of Complaining Person

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Date Time

Sworn to and subscribed before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

(seal)

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Notary Public, State of Texas

|                                      |             |
|--------------------------------------|-------------|
| Complainant:                         | Date:       |
| Address:                             | Home Phone: |
| DL Number/State                      | SS Number   |
| Employment:                          | Work Phone: |
| Date/Time of Incident:               | Location:   |
| Police Employee Involved (if known): |             |

## Narrative:

“I, \_\_\_\_\_, wish to make the following statement to Melissa Police Officer \_\_\_\_\_, regarding an incident that directly involved me on the above date and time, at the above location. I have been advised of the procedure required by law to file this statement, and I am doing so with the knowledge that any intentional falsehoods included in this statement may be used as evidence against me in a court of law. My statement, which follows, includes ONLY INFORMATION and/or FACTS to which I can PERSONALLY testify under oath, and includes NO INFORMATION and/or FACTS that are “heresay”. I do hereby state:”

Is this statement continued?  Yes  No

## Initials

## Complaint on Police Employee

Page Number \_\_\_\_\_

Is this statement continued?  Yes  No

Initials

Complaint on Police Employee:

FINAL page of \_\_\_\_\_ pages

Completion instructions to person making this statement of complaint against a police employee:

- 1.) Do not leave any lines blank on your statement --- cross out unused lines with a diagonal line across any and all lines not used.
- 2.) Initial at any place on your statement where you made any kind of correction, such as an erasure, crossout or markover.
- 3.) Please initial at the bottom of any page used for your statement.
- 4.) Read your completed statement carefully before signing.
- 5.) You will be given a copy of your completed statement if you so request.
- 6.) You will be notified regarding the conclusion of the investigation regarding your complaint. If the investigation takes more than two (2) weeks, you will be notified regarding the progress of the investigation at the two (2) week period.

FINAL STATEMENT AND SIGNATURE: "I hereby certify that all INFORMATION and/or FACTS which I have included herein are accurate and correct, to the best of my knowledge. My entire statement, including the FIRST page, page TWO, and the FINAL page, consists of \_\_\_\_\_ pages."

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Signature of Complaining Person

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Date

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Time

Sworn to and subscribed for me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

(seal)

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Notary Public, State of Texas