



Emergency 911
Business (209) 532-8143
Fax (209) 532-4845
E-mail: mstinson@sonorapd.com

SONORA POLICE DEPARTMENT

100 South Green Street
Sonora, California 95370

Mark Stinson, *Chief of Police*

A relationship of confidence and trust between members of the Sonora Police Department and the community they serve is essential to effective law enforcement. Law enforcement officers must be free to exercise their best judgment and to initiate enforcement actions in a reasonable, lawful and impartial manner without fear of reprisal. Police Officers have special obligations to meticulously respect the rights of all persons.

The Sonora Police Department acknowledges its responsibility to establish a system for complaints and disciplinary procedures, which will not only subject the officer to corrective action when they conduct themselves improperly, but also to protect them from unwarranted criticism when they are discharging their duties.

It is the purpose of these procedures to provide a prompt, just, open, and expeditious disposition of complaints regarding the conduct of members and employees of the department. Citizens are encouraged to bring complaints about Department operations and conduct of its members to the attention of the Police Department, wherever a citizen feels that such an act is improper.

Conversely, every citizen should take it upon themselves to commend an Officer for the Officer's meritorious conduct, which they witnessed or have knowledge of. Reports concerning commendations or recognition of exemplary conduct will be accepted by any member of the Department.

If you have any questions regarding these procedures, please contact the Sonora Police Department during business hours, Monday through Friday. The Department's procedural directive on citizen complaints is also available for review upon request, during the same time period.

Respectfully,

A handwritten signature in blue ink, appearing to read "M. Stinson", is written over the printed name.

Mark Stinson
Chief of Police



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IA#: _____

Received: _____

Mark Stinson, *Chief of Police*

CITIZEN COMPLAINT

Name: _____

Address: _____

Phone: _____ Cell: _____

Email address: _____

Incident Date/Time: _____

Location of Incident: _____

Involved Officer(s): _____

Narrative Description of the Incident

Provide witnesses names and phone numbers if possible. Attach additional pages if necessary



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You have the right to make a complaint against a Police Officer for any improper conduct. California Law requires this agency to have a procedure in place to investigate citizen's complaints.

You have the right to the written description of this procedure. This agency may find after completing an investigation that there is not enough evidence to warrant action on your complaint. Even if this is the case, you have the right to make the complaint and have it investigated if you believe an officer behaved improperly.

Citizens Complaints, recordings, evidence, and any reports or findings related to a complaint must be retained by this agency for at least five years.

I have read and understood the above statement.

Complainant's Signature

Printed Name

Date

Witness Signature

Printed Name

Date