

Stanford University Department of Public Safety

711 Serra Street, Stanford, CA 94305-7240 (650) 723-9633

The completed form may be faxed to (650) 725-9979 or
scanned and emailed to Police@stanford.edu

Employee Complaint Form

Type of Incident: _____

Location of Incident: _____

Incident Occurred - Date: _____ Time: _____ AM / PM (circle one)

Name of Employee (if known): _____ Badge Number: _____

*** Description of Employee:**

Sex: _____ Race: _____ Height: _____ Weight: _____ Hair: _____ Eyes: _____

Type / Color of Uniform: _____

Other Description: _____

* Complainant's Name: _____ Date of Birth: _____

Address: _____ City: _____ State: _____ ZIP: _____

Daytime telephone number: (____) _____

* Witness' Name: _____ Date of Birth: _____

Address: _____ City: _____ State: _____ ZIP: _____

Daytime telephone number: (____) _____

* Witness' Name: _____ Date of Birth: _____

Address: _____ City: _____ State: _____ ZIP: _____

Daytime telephone number: (____) _____

* If more than one page is needed, please photocopy desired number and continue.

What Occurred: Indicate what you were doing at the time of the incident. Describe, to the best of your recollection, what was said and done. Please do not speculate or guess if you do not remember. Your complaint will be reviewed and investigated in a fair and impartial manner.

Read and Sign each page * If more than one page is needed, please photocopy desired number and continue.

California Penal Code § 148.6

You have the right to make a complaint against a police officer or other employee for any improper conduct. California law requires this agency to have a procedure to investigate Employee’s 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 the complaint and to have it investigated if you believe an employee behaved improperly. Employee complaints and reports of findings related to complaints must be retained by this agency for at least five years.

It is against the law to make a complaint that you know to be false. If you make a complaint against an employee knowing that it is false, you may be prosecuted on a misdemeanor charge.

Signature of Complainant

Date

Name of officer receiving complaint
(SUDPS Form CC01: Rev. 9/18)

CJIC #

Date

Time

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