



CITY OF HARRISBURG

HARRISBURG BUREAU OF POLICE

Attention: Internal Affairs Office

123 Walnut Street

Harrisburg, PA 17101

OfficeoftheChief@harrisburgpa.gov

Citizen's Complaint or Compliment Form

Date Received:
Incident #
Log #

How Correspondence Was Received (Please Circle): For use by HPD					
In Person	eMail	Fax	U.S. Mail	Other Specify:	
Citizen's Name - Last Name, First, Middle		Sex/Age	Race	Tel: Home	Tel: Work/Mobile
Home Address			City	State	Zip Code
Witness - Last Name, First, Middle			Tel: Home	Tel: Work/Mobile	
Home Address			City	State	Zip Code
Witness - Last Name, First, Middle			Tel: Home	Tel: Work/Mobile	
Home Address			City	State	Zip Code
Date of Encounter	Time of Encounter	Location where encounter occurred			
Officers involved if known (Name, Badge #)					
Description of Encounter:					
What action would you recommend?					
Do you want someone to call you?		YES		NO	
Would you like a written response to your concern?		YES		NO	
Citizen's Signature and Date:		Form Received By (Name/Badge):			
I verify the statements made herein are true and correct to the best of my knowledge, information and belief. This statement is made subject to the penalties of Section 4904 of the Crimes Code (18 Pa. C.S.A. § 4904) related to unsworn falsification to authorities.					

Instructions for Citizen's Complaint or Compliment Form

Purpose: This form may be submitted by any person who wishes to make a complaint about the conduct of a City of Harrisburg Police Officer or employee or who wishes to render a compliment about especially good conduct or service rendered by a Police Officer or employee.

Confidentiality: All submissions will be treated confidentially. Including personal information such as your name, address, and phone number is necessary to ensure we can conduct a thorough investigation. In accordance with City of Harrisburg Ordinance 3-301, the Bureau of Police will provide a copy of a complaint to any Police Officer alleged to have committed an infraction. Statistics without identifying information will also be provided to City of Harrisburg leadership on a recurring basis for the purpose of reporting the results of this process.

Form Instructions: Please fill out the unshaded areas of the form to the best of your ability. You can type your answers on our fillable form or print the form and fill it out in pen.

Submission: You are welcome to submit the form in person at our Walnut Street address. If you wish to speak with someone directly about your complaint, please call (717) 255-3158 to make an appointment. You can also attach a completed form to an email and send it to us at OfficeoftheChief@harrisburgpa.gov. Finally, you are welcome to send a completed form by mail to the address at the top of the form.

Response: Depending on the nature of your submission, you may expect a written response from a Police Bureau representative as soon as we are able to properly investigate any issues presented. If you wish to check on a pending submission please feel free to contact us for an update at (717) 255-3158.

Limitations: Issues submitted regarding employees of other City of Harrisburg Departments or employees of any Police Agency other than the City of Harrisburg Police Bureau will not be investigated through this process. If you have comments or concerns regarding employees of any other Department or Agency, please make your concerns known to the leadership of that Department or Agency.

Right-to-Know Requests: If you wish to submit a request for information covered by the Right-to-Know law you may find a form and policy information at our public information portal <https://www.powerdms.com/public/HarrisburgBP/>.

City Ordinance: This process is governed by City of Harrisburg Ordinance 3-301 which can be viewed at <https://ecode360.com/HA1391>.

HARRISBURG BUREAU OF POLICE
Citizen's Complaint or Compliment Form
CONTINUATION SHEET / HOJA DE CONTINUACIÓN

Log Number:	Citizen's Name / Nombre del Ciudadano:	Incident Number:
Date of Report:		Page #: _____ of _____