



New London Police Department General Order

Civilian Complaints – State Model Policy	G.O. 11.06.1
Effective Date: 8/18/2021	Classification: Not Classified
POSTC:	CALEA :

Policy

The New London Police Department is currently revising our General Duty Manual. During the interim, several policies will revert to the CT POSTC Model Policies.

The New London Police Department will utilize the State Model Civilian Complaint Policy during this time period. Please see the Addendum at the end of the policy to review pertinent policy details from the legacy policy which will carry forward.

Note - this revision will also include the use of the State of Connecticut Civilian Complaint Form which will be attached to this policy. This will be made available in English and Spanish.

Note – This policy will be added as a supplemental policy to G.O. 11.06 – Internal Affairs Investigations – Disciplinary Processes. The Civilian Complaint Policy will be listed as G.O. 11.06.1 – Civilian Complaints.

Note – For the purposes of this interim policy be advised that “Internal Affairs Division or Unit” or “internal affairs designee” appearing within shall be the equivalent to “a member of the Command Staff as designated by the Chief of Police”.

See attached policy below.

Police Officer Standards and Training Council

Mandatory Uniform Policy

Complaints That Allege Misconduct By law Enforcement Agency Personnel

1. Background: Public Act No.14-166 provides that “Not later than July 1, 2015, the Police Officer Standards and Training Council shall develop and implement a written policy concerning the acceptance, processing and investigation of a complaint from a member of the public relating to alleged misconduct committed by law enforcement agency personnel.”

The Act also provides among other things that “Upon the implementation of such policy by the Police Officer Standards and Training Council, each law enforcement agency shall, in consultation with a representative of a union that represents members of the law enforcement agency, adopt the policy implemented by said council or develop and implement an alternative policy that: (1) Addresses the issues described in subsection (b) of this section, and (2) exceeds the standards of the policy developed by said council.”

Additionally, the Act requires that “Upon the adoption of the policy developed by the Police Officer Standards and Training Council, or the implementation of an alternative policy, each law enforcement agency shall make its policy available to the public and shall ensure that:

- (A) Copies of the policy are available at the town hall or another municipal building located within the municipality served by the law enforcement agency, other than a municipal building in which the law enforcement agency is located, and
- (B) The policy is available on the law enforcement agency’s Internet web site or the Internet web site of the municipality served by the law enforcement agency.”

II. Purpose: The purpose of this policy is to comply with Public Act No. 14-166 and to provide a uniform policy to accept, process, investigate, take appropriate action upon and resolve complaints from a member of the public relating to alleged misconduct or malfeasance committed by law enforcement agency personnel in the State of Connecticut. Complaints may allege abuse of authority, corruption, criminality, poor or slow service, or other misconduct or malfeasance on the part of agency personnel.

III. Policy: The agency shall respond to allegations of misconduct or malfeasance against its employees consistent with this policy and fairly and impartially investigate all complaints or allegations of such conduct to determine their validity. The Department shall impose any disciplinary or non-disciplinary corrective actions that may be warranted in a timely manner. The Department shall accept and document all complaints against any employee regardless of whether the filed complaint is in writing, verbal, in person, by mail, by telephone (or TDD), by facsimile, electronic, or anonymous.

1. There shall be no retaliation in any form by any member of this agency directed at an individual who makes a complaint.
2. During the complaint intake process, no questions shall be asked of a complainant regarding their immigration status.
3. Officers who withhold information, fail to cooperate with department investigations or who fail to report alleged misconduct or malfeasance of employees to a supervisor shall be subject to disciplinary action.

IV. Definitions:

1. Complaint: An allegation of employee misconduct or malfeasance.
2. Complainant: Any person who files a complaint regarding misconduct or malfeasance on the part of an agency employee.
3. Complaint Control Number: A unique numerical or alphanumerical code used to identify and track citizen complaint investigations.
4. Discipline: Adverse action taken by the agency against any employee as the result of a sustained internal affairs investigation including, but not limited to, a written reprimand, suspension, demotion or dismissal.
5. Employee: Any person employed by the agency, whether sworn or non-sworn.
6. Internal Affairs Division or Unit: The designated division, unit or person with primary

responsibility to conduct investigations of administrative or Citizen Complaints of misconduct or malfeasance.

7. Malfeasance: Illegal or dishonest activity especially by a public official.
8. Misconduct: Any act or omission by an employee that is illegal or which violates established policy.
9. Supervisor: Includes those holding the rank of Sergeant or higher.

V. Procedures:

A. Internal Affairs Responsibility

The Office of the Chief of Police has primary oversight and authority over investigation of complaints made against employees. Upon receipt of a complaint, the Chief of Police will assure that the complaint is assigned to the appropriate division, unit, person or designated supervisor for investigation through the appropriate chain of command.

The designated division, unit, person or supervisor shall be responsible for:

1. Conducting a thorough, fair and impartial investigation of every complaint received regardless of the method of receipt.
2. Investigating and determining the nature, facts and circumstances of every complaint.
3. Reporting to a supervisor up to and including the Chief of Police, if warranted, the results of the investigation, any recommendations and the resolution of that investigation.
4. Identifying and recommending for appropriate investigation and prosecution criminal misconduct discovered on the part of any individual during the course of an internal affairs investigation.
5. Preparing suggested revisions of Agency Policies and Procedures where existing deficiencies have been a contributing factor to misconduct.

B. Acceptance, Filing and Intake of Complaints:

1. General:

All persons are encouraged to bring forward legitimate complaints regarding possible misconduct or malfeasance of employees of this agency. All sworn and civilian employees shall be required to accept a complaint alleging misconduct or malfeasance by agency personnel. All employees must courteously inform an individual of his or her right to make a complaint if the individual objects to an employee's conduct. Employees have a duty to assist any person who

wishes to file a citizen's complaint by documenting the information and allegations they provide, advising the individual how to proceed, and by promptly putting the complainant in contact with a supervisor who can assist them with filing their complaint. No employee shall refuse to assist any person who wishes to file a citizen complaint or discourage, interfere with, hinder, delay, or obstruct a person from making a citizen complaint.

2. Acceptance of Complaint:

a. The use of a standardized form to record complaints shall be implemented using the standardized form adopted by the Police Officer Standards and Training Council for such documentation or a standardized form that exceeds the model form adopted. Each complaint shall be assigned a Complaint Control Number (CCN) to track complaints and a copy of this form shall be filed in a separate Complaint File.

b. Complaints may be accepted in writing, verbally, in person, by mail, telephone (TDD), facsimile, and electronically, or by any other means. Anonymous and third-party complaints will be accepted.

c. All employees will assist those who express a desire to lodge complaints against any member of the agency. This includes:

1. Calling a supervisor to the scene to conduct a preliminary inquiry and document the complaint.

2. Explaining the Department's complaint procedures.

3. Providing complaint form(s) and/or complaint filing information and/or giving instructions as to where the complaint forms may be obtained.

4. Ensuring that complainants who are unable to read, write or understand the English language with sufficient proficiency to fill out the complaint form, or to be interviewed regarding their knowledge of the incident complained of, receive adequate language assistance to permit them to file their complaint and assist, as needed, in the investigation thereof. The name and identifying information of any person providing such language assistance to a complainant shall be recorded on the complaint form or in the body of the report.

d. All personnel who are approached by a person seeking to make a complaint will, when possible, call a supervisor, obtain a brief description of the allegation, record contact information from the complainant if provided and obtain a Complaint Control Number (CCN) which should be provided to the complainant.

e. If a supervisor is not readily available, the officer will inform the complainant that they will be contacted by a supervisor or the person or unit assigned to conduct internal affairs

investigations by the next business day.

f. Sworn and civilian employees who receive a complaint about their own conduct shall immediately refer the complaint to a supervisor.

g. All complaints shall be documented to include the date, time, location, and nature of the complaint, complainant's information (name, address, date of birth, telephone number, or other contact information, if provided, date and time the complaint was received, and the name, rank and/or title of the person receiving the complaint.

h. The withdrawal of a complaint does not prohibit the agency from completing an investigation.

i. If complaints are received by mail, all correspondence received containing allegations shall be forwarded to the Chief of Police or the Chiefs designee where they will be officially received. These complaints shall be assigned a Complaint Control Number. A letter of acknowledgment must be prepared advising the complainant that the matter is being investigated and that they will be contacted by the investigator assigned.

j. Walk-in complaints, shall be referred to a Supervisor who shall then forward the complaint to the Internal Affairs designee. After the complaint is received and properly documented, the complainant may be placed under oath and requested to sign the complaint after reading or having it read to them the warning for perjury or false statement. If the complainant refuses to sign the complaint or acknowledge the oath, the complaint will still be accepted and investigated, however the refusal to sign or acknowledge shall be noted. In any event, the complaint will be assigned a Complaint Control Number and forwarded as above.

k. Telephone complaints shall be referred to a Supervisor or the internal affairs designee. The party who receives the complaint shall obtain the details of the complaint as soon as practicable, dispatch a supervisor to the complainant's location, and proceed as described in the foregoing paragraph.

l. Complaints from the field in which any member of the agency is approached by a complainant expressing allegations of misconduct or malfeasance shall immediately be reported to a supervisor. The complainant shall be requested to await the arrival of the supervisor. If a supervisor is unavailable, or the complainant is unable to await the arrival of a supervisor, the complainant should be informed that he/she may respond to the agency headquarters to make his/her complaint.

3. Validity and Timeliness of Complaints:

a. Complaints by persons Under the Influence of Alcohol or Drugs: When a person who is noticeably intoxicated or impaired wishes to make a complaint, he or she shall be encouraged to wait until the earliest opportunity after he or she has regained sobriety to do so. When the

Supervisor determines the circumstances require immediate action, preliminary details of a complaint should be taken by a supervisor, when available, regardless of the person's sobriety. In that event, the internal affairs designee should re-interview the person after he or she has regained sobriety

b. Delayed or Untimely Complaints: Complaints of misconduct or malfeasance shall be accepted regardless of when the alleged misconduct or malfeasance is alleged to have occurred. However, the timing of a complaint is one of the circumstances that the agency may consider in determining whether misconduct or malfeasance can be reliably substantiated and, if so, the nature and extent of discipline to be imposed. Where a delay in reporting alleged misconduct may call into question the veracity of the complainant, or has resulted in the loss or destruction of evidence or the inability to locate witnesses due to the passage of time, the facts and circumstances should be detailed in the report.

Although allegations of criminal behavior may be made past the expiration of the applicable statute of limitations and criminal prosecution may no longer be possible, a criminal violator may still be held accountable administratively.

4. Complainant Who Fears Retaliation Associated With Filing A Complaint:

If a complainant expresses fears of retaliation as a result of filing a complaint, they must be assured that those fears will be taken seriously. Complainants should be asked to provide the basis for their concerns, if possible, and the information provided should be noted in the complaint. This will allow the unit, supervisor or internal affairs designee to be aware of these fears and develop reasonable strategies to assist the complainant in dispelling those fears.

VI. Investigation of Complaints:

a. The Chief of Police or the Chiefs designee shall assure that all complaints received are processed and investigated appropriately as set forth in this policy. Internal Affairs investigations shall be completed in a timely manner within the time limits determined by the Chief of Police, including extensions granted by the Chief of Police or designee for good cause.

b. Complainants shall be notified in writing within five (5) business days of receipt that; (1) their complaint has been received by the agency and is currently pending; (2) that a complaint number has been assigned (including the assigned number); (3) that they will be informed in writing of the outcome of the complaint promptly following conclusion of the investigation, and (4) that they may contact the designated investigator (identify by name, telephone and/or email) at any time for further information while the investigation is pending.

c. The subject of the investigation shall be promptly notified of the complaint in accordance with the provisions of applicable labor agreements. In the absence of an applicable labor agreement, an employee who is the subject of a complaint shall be notified in writing within five (5) business days of the receipt of such complaint of; (1) the fact that a complaint

has been made, (2) the identity of the complainant, if known, (3) the substance of the complaint, (4) the law or policy that is alleged to have been violated, and (5) the date upon which the investigation is expected to be completed.

1. Where prior notification of the subject of a complaint is reasonably likely to impede the progress of an investigation, result in the loss or destruction of evidence, or jeopardize the safety of any individual, the Chief of Police may direct in writing that such notification be delayed, stating the reasons therefore and the anticipated extent of the delay.

d. Nothing in this policy precludes the Chief of Police from referring an internal affairs investigation to an outside agency if such action would be in the best interest of the municipality and of justice.

VII. Review of The Investigation:

a. The designated internal affairs investigator's supervisor shall review the investigation to determine the thoroughness, completeness, accuracy and objectivity of the investigation.

b. The completed report of investigation, disciplinary recommendation if any and the recommended disposition shall be reviewed by the Chief of Police or the designee of the Chief of Police.

c. The complainant shall be promptly notified in writing of the status and/or disposition of his or her complaint at the conclusion of the investigation by the Chief of Police or his designee.

d. Findings of completed investigations and disciplinary recommendations if any, shall be promptly conveyed, in writing, to the employee through his or her chain of command.

VIII. Case Dispositions — Standards:

For each charge or allegation of misconduct or malfeasance which forms the basis for an internal affairs investigation, such charge or allegation shall be classified upon closing of the investigation in one of the following manners:

a. Exonerated: The investigation determined by a preponderance of the evidence that misconduct or malfeasance was committed, but not by the subject of the investigation.

b. Unfounded: The investigation determined by a preponderance of the evidence that

the misconduct or malfeasance complained of did not occur.

c. Not Sustained: The investigation was unable to determine by a preponderance of the evidence whether or not the misconduct or malfeasance complained of occurred, or whether or not it was committed by the subject of the investigation.

d. Sustained: The investigation determined by a preponderance of the evidence that the misconduct or malfeasance complained of occurred and that it was committed by the subject of the investigation.

e. Misconduct Not Based on Original Complaint: The investigation determined by a preponderance of the evidence that other misconduct or malfeasance which was not the basis for the original investigation occurred, was discovered during the course of the original investigation, and was committed by the subject of the investigation.

f. Withdrawn: At some point prior to the completion of the investigation, the complainant notified the agency that he/she wished the investigation to be discontinued and concurrence for this action was obtained from the Chief of Police.

g. Summary Action: Disciplinary action in the form of an oral reprimand, or counseling documented in writing, was taken by an employee's supervisor or commander for minor violations of department rules, policies or procedures as defined by this agency. Summary actions are the lowest level of disciplinary action or remediation.

h. Reconciled: At the discretion of the Chief of Police, the process of reconciliation may be encouraged in lieu of any of the above dispositions. When authorized by the Chief of Police, supervisors receiving complaints shall to the extent possible, bring together the complainant and the officer or employee involved in minor violations and attempt reconciliation. This may be used where the complaint is from a misunderstanding on the part of the affected officer, employee or the complainant. Reconciliation may be employed for complaints of a minor nature that do not reflect:

- a. Discredit upon the agency.
- b. Discredit upon the involved employee.
- c. Commission of a criminal offense; or
- d. Allegations of racism, bigotry or prejudice against any race, religion, creed, national origin, sexual orientation, or circumstances beyond the individual's control.

Reconciliation must be documented through the chain of command to the Chief of Police or his or her designee. Reconciliation does not preclude further corrective action on the part of the agency.

- i. Other – Investigation reveals circumstances that do not fit into the above categories.

IX. Training:

All supervisory personnel will be required to attend training on the department's Complaint Policy and the responsibilities of supervisors conducting internal investigations upon the implementation of this policy.

All supervisory personnel will be required to attend periodic refresher training, as determined by the department, regarding the policies and procedures contained herein and professionally accepted practices related to conducting internal investigation.

X. Public Information and Access:

The Chief of Police will:

- a. Ensure informational materials are made available to the public through police personnel, the police department facility, the police agency web site, the general government web site of the agency, the internet, libraries, community groups, community centers and at other designated public facilities.
- b. Ensure that copies of this policy and complaint forms are available at the town hall or another municipal building located within the municipality served by the law enforcement agency, other than a municipal building in which the law enforcement agency is located. This information should include relevant phone numbers and any addresses where complaints can be made. This information must explain the complaint process in English and Spanish.
- c. The complaint policy and forms should be made available online where the agency, or the municipality served by the law enforcement agency, has an Internet website.

Addendum

From Section B(6) of G.O. 11.06 – Internal Affairs Investigations – Disciplinary Processes.

All Civilian Complaint forms received at the Department shall be immediately routed to the Deputy Chief of Police who shall:

- 1) Assign each complaint a unique identifying case number based on the prefix “CC” and the last two digits of the current year and starting annually with the suffix “01” and continuing forward. A computer record shall be created for each complaint summarizing pertinent details.
- 2) Assign the complaint for investigation.
 - a. Normally, the investigator will be the Deputy Chief of Police.
 - b. Other personnel may be assigned to assist as the case or departmental workload dictates.
- 3) Prepare a memo officially notifying the subject employee of the existence of the complaint and provide a copy of the complaint to the employee and their bargaining unit representative within two business days after receipt of the complaint but not counting the date of receipt.
 - a. Employees shall have all rights of representation during internal reviews as may be granted by law or Collective Bargaining Agreement.
 - b. If the nature of the complaint requires a covert investigation, this step may be delayed until completion of the covert portion of the investigation.
- 4) Provide the Chief of Police with a summary memo, which indicates:
 - a. The name, address, and phone number of the complainant.
 - b. Date of alleged occurrence and date of complaint receipt.
 - c. Names of Police employees involved in the complaint.
 - d. A brief synopsis of the complaint.
 - e. The name of the individual assigned to investigate the complaint.
- 5) Review completed investigations with the Chief of Police and prepare the case for presentation to the Police Community Relations committee for their inspection.
- 6) Ensure that completed files are maintained in the Administration Records vault on each complaint either in original form or on microfilm, and preserve any exhibits or evidence to the limits required by law.

From Section B(9) of G.O. 11.06 – Internal Affairs Investigations – Disciplinary Processes.

In the event the department receives a CC, which is obviously specious or made by a complainant

who seems emotionally disturbed, the Deputy Chief may, after review, file the report without investigation.

NEW – Derived From E-Mail Directive dated 10/27/2014

Documentation of receipt of Civilian Complaint.

- 1) When a supervisor is made aware of a civilian complaint being lodged against an officer, whether in person, writing, by telephone or by a third-party/agent, said supervisor shall contact the Emergency Communications Center and cause a CAD call be initiated.
- 2) Supervisors should attempt to resolve the issue in the most appropriate and efficient manner possible. In certain instances, educating or allowing a complainant to convey their grievance can remedy the situation, however it is imperative that citizens are never discouraged from filing a complaint.
- 3) If a citizen refuses to discuss a complaint and requests a civilian complaint form, one shall be given.
- 4) The CAD call shall be classified as a P48 – “Assist the Public”. Minimal information shall be placed into the CAD call such as:
 - a. A narrative which shall read “Civilian Complaint” and list a general summary of the complaint.
 - b. Attempts should be made to have the complainant provide their name and contact information, which shall be added to the CAD Call. (This includes third-party complainants)
 - c. The supervisor and any employee that were given information regarding the complaint shall be added as units to the call. *Note* the officer about whom the complaint is being made does not need to be added to the call.
 - d. Note in the narrative whether or not the party took a complaint form.
 - e. If a complainant’s issue was resolved by the supervisor, such shall be noted in the CAD narrative and documented by the supervisor.
- 5) If a complaint form is given to the complainant, the CAD number and the PIN Number of the employee supplying the form shall be written at the top of the form in the space provided.
- 6) Prior to giving the form to the complainant, a copy of the form with the above listed information written on it shall be made for retention.
- 7) The supervisor shall submit an e-mail to NLPD Command Staff with a synopsis of the complaint.
- 8) The following documents shall be forwarded to the employee’s Division Commander:
 - a. The copy of the Civilian Complaint Form issued to the complainant,
 - b. The CAD call with the above listed information entered,
 - c. Any applicable A/V requests, if such request is required to be completed immediately based on the nature of the complaint,
 - d. Any CAD calls or reports related to the incident from which the complaint stemmed, if applicable.

CAD# _____

New London Police Department

CIVILIAN COMPLAINT REPORT

Please give this completed document to a Police Supervisor or send it to the Internal Affairs Unit of this agency at the following address or email: Chief Brian M. Wright, New London Police Department, 5 Governor Winthrop Blvd, New London, CT 06320. Email: Bwright@NewLondonCT.org

Date of Incident	Time of Incident	Date Reported	Time Reported
Location of Incident			
Complainant's Name		Complainant's Address (Street, City, State, ZIP)	
Complainant's DOB	Complainant's Home Phone#	Complainant's Work Phone#	
Complainant's Cell Phone#		Complainant's E-mail	
Employer		Occupation	
Employer's Address			Employer's Telephone
Name of Person Assisting Complainant	Address		Telephone
Employee Complained about (if known): (Name or physical description, Badge #, Car #, etc.)			
Witness Information (Name, D.O.B., Address, Telephone #, etc.)			
Please provide answers to the following questions:			YES NO UNSURE
1. To your knowledge, was all or any part of the incident complained of video or audio taped by anyone?			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2. Are you afraid for your safety, or that of any other person, for any reason as a result of making this complaint?			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
3. Has anyone threatened you or otherwise tried to intimidate you in an effort to prevent you from making this complaint?			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
4. Are you able to read, write and speak the English Language?			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
5. If your answer to Question #4 is "No" or "Unsure", have you been provided with adequate language assistance to help you understand and fill out this form?			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<i>(If you answered "Yes" to any of the above questions, please provide details below.)</i>			
Details of the Incident: Please provide a full description of the circumstances that prompted your complaint. Attach supporting documentation, as appropriate; including letters, e-mails, photographs, video or audio tapes, etc.			

CAD# _____

(Attach additional pages, if necessary)

I have read, or had read to me, the above and attached complaint and statement consisting of ____ pages. All of the answers are true and accurate to my knowledge. I understand that making a false statement intended to mislead a law enforcement officer in his official function is a violation of Connecticut General Statute 53a-157b and could result in my arrest and being fined and/or imprisoned.

Complainant's Signature	Date and Time Signed
On this the ____ day of _____, _____, the complainant whose name is subscribed above, personally appeared before me, the undersigned Officer, and acknowledged that he/she truthfully executed this instrument for the purposes herein contained.	Notary (For Authority See C.G.S. §§1-24, 3-94a et seq.)
	Print Rank/Name/ID Number:

Person Receiving the Complaint		
Rank/Name/ ID Number	Date Received	Time Received

Method of Contact (Check): ☐ Telephone ☐ In-Person ☐ Mail ☐ E-Mail ☐ Other

Signature of person receiving complaint	Complaint Control Number
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CAD# _____

New London Departamento de Policías

Ciudadano Formulario de Queja

Por favor complete este formulario y llévelo a un supervisor en el departamento de policías o lo puede mandar por el correo o correo electrónico a la Oficina de Asuntos Internos (Internal Affairs Unit) de esta agencia. La dirección es: Chief Brian M. Wright, New London Police Department, 5 Governor Winthrop Blvd, New London, CT 06320. Email: Bwright@NewLondonCT.org

Date of Incident (Fecha del Incidente)	Time of Incident (Hora del Incidente)	Date Reported (Día denunciado)	Time Reported (Hora denunciado)
Location of Incident (Dirección donde ocurrió el incidente)			
Complainant's Name (Su Nombre)		Complainant's Address (Su Dirección: Calle, Ciudad, Estado, código postal)	
Complainant's DOB (fecha de nacimiento)	Complainant's Home Phone # (su # de teléfono)	Complainant's Work Phone# (Su # teléfono en el empleo)	
Complainant's Cell Phone# (Su número Celular)		Complainant's E-mail (Su Correo Electrónico)	
Employer (Empleador)		Occupation (Ocupación)	
Employer's Address (Dirección de su empleador)			Employer's Telephone (Teléfono de su empleador)
Name of Person Assisting Complainant (Nombre de la persona ayudándole)	Address (Dirección de la persona ayudándole)	Telephone (Teléfono)	
Employee Complained about (if known): (Name or physical description, Badge #, Car #, etc.) (El nombre de la persona (s) en quien tienes la queja o si no una descripción, número de placa, numero del carro).			
Witness Information (Name, D.O.B., Address, Telephone #, etc.) Información de los testigos: Nombre, fecha de nacimiento, teléfono).			
Por Favor conteste las siguientes preguntas:		YES/SI	NO/NO
1. ¿En tu conocimiento, este incidente o parte del mismo, fue grabado en video o de audio?		<input type="checkbox"/>	<input type="checkbox"/>
2. ¿Tú tienes miedo por tu seguridad o la seguridad de otra persona, por cualquier razón o de resultado de hacer esta queja?		<input type="checkbox"/>	<input type="checkbox"/>
3. ¿Alguna persona te ha amenazado o tratado de intimidarte en un esfuerzo de evitarle que hagas esta queja?		<input type="checkbox"/>	<input type="checkbox"/>
4. ¿Puedes, leer, escribir, y hablar el lenguaje de inglés?		<input type="checkbox"/>	<input type="checkbox"/>
5. Si contestaste la pregunta # 4 "No" o si no estás seguro, ¿has recibido suficiente ayuda para llenar este formulario?		<input type="checkbox"/>	<input type="checkbox"/>
		UNSURE/ No estoy seguro	<input type="checkbox"/>
Si contestaste afirmativo "Si" a una de estas preguntas, por favor, escribe los detalles utilizando el reverso de este papel.			

CAD# _____

Escriba los detalles del incidente: Por favor necesitamos las circunstancias que lo hicieron dar esta queja. Añade documentos que pueden apoyar su reclamación, incluya correspondencia, fotografías, grabaciones de vídeos, y audio etcétera.

(Attach additional pages, if necessary) (Añade mas paginas si es necesario)

Yo leí, o me leyeron, la denuncia que he puesto de lo que ocurrió y provocó mi queja que tiene ____ páginas. Todo lo que he escrito es la verdad y exacto lo mejor de mi profundo conocimiento. Yo comprendo que es una violación presentar una denuncia falsa. Si yo he hecho una denuncia intentando de engañar un policía en su función oficial es una violación de las leyes del estado de Connecticut Estatuto General 53a-157b y puede resultar en mi arresto o una multa o también ir a la cárcel.

Complainant's Signature (Denunciador Firme Aquí)	Date and Time Signed (Fecha y Hora que Firmo)
La área debajo es para el notario publico (Area below is for the Notary)	
On this the ____ day of _____, _____, the complainant whose name is subscribed above, personally appeared before me, the undersigned Officer, and acknowledged that he/she truthfully executed this instrument for the purposes herein contained.	Notary (For Authority See C.G.S. §§1-24, 3-94a et seq.) Print Rank/Name/ID Number:

Person Receiving the Complaint (Persona que recibe el formulario de queja)		
Rank/Name/ ID Number	Date Received	Time Received

Como prefiere que lo contactemos?

☐ teléfono ☐ En persona ☐ Por Correo ☐ Correo Electrónico ☐ Otro

Signature of person receiving complaint (Firma de la persona que recibe su queja)	Complaint Control Number (Número Asignado)
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