



Milton Police Department

Citizen Complaint Procedure and Forms

Dear Citizen:

The public's trust, confidence, and support are vital to successful police service. The public is entitled to have ready access to the police administration that is sworn to serve them. This access will help foster public understanding and acceptance of police procedures, and aid in the detection or correction of improper or undesirable practices.

The City of Milton has adopted a policy that provides a fair, orderly, and uniformly applied process for receiving, investigating, and resolving complaints of alleged police misconduct.

Complaints against city of Milton Police Department employees may be filed by contacting a police department supervisor and giving all details regarding the incident. The complaint will be promptly forwarded to the Office of the Police Chief to review and assignment for investigation.

When the complaint investigation is completed, the Police Chief will review the case and determine a course of action. You will receive a written response to the giving the disposition of the investigation.

YOU HAVE THE RIGHT TO MAKE A COMPLAINT AGAINST A PEACE OFFICER FOR ANY IMPROPER POLICE CONDUCT. WISCONSIN LAW REQUIRES THIS AGENCY TO HAVE A PROCEDURE TO INVESTIGATE CITIZENS COMPLAINTS. YOU HAVE A RIGHT TO A WRITTEN DESCRIPTION OF THIS PROCEDURE. THIS AGENCY MAY FIND AFTER INVESTIGATION THAT THERE IS NO ENOUGH EVIDENCE TO WARRANT ACTION ON YOUR COMPLAINT; EVEN IF THAT IS THE CASE, YOU HAVE THE RIGHT TO MAKE THE COMPLAINT AND HAVE IT INVESTIGATED IF YOU BELIEVE THE OFFICER BEHAVED IMPROPERLY. CITIZEN COMPLAINTS AND ANY REPORTS OR FINDINGS RELATING TO COMPLAINTS MUST BE RETAINED BY THIS AGENCY FOR AT LEAST SEVEN YEARS, UNLESS REMOVAL OF THE COMPLAINT IS REQUIRED THROUGH A COURT ACTION.

I have read and understood the above statement

Complainant



Milton Police Department

Citizen Complaint Affidavit

I _____, have filed a complaint against a police officer with the City of Milton.
I have been provided the following:

1. A copy of City of Milton Police Department Internal Investigations Policy.

I have been notified of the following:

1. The filing of a citizen's complaint is a serious matter and will be investigated.
2. In the event the City of Milton Police Department does not have the resources to investigate it may refer to the complaint to an outside police agency.
3. Unless extended for cause under the unique circumstances, the citizen complaint may be completed within 30 days of the date of this affidavit. If it is not completed a status report will be provided to the complainant.
4. That under Wisconsin State Law it is illegal to file a complaint against an officer that is knowingly false and that I may be charged if I have filed a complaint under false pretenses.

Date:

Signed:

**MILTON POLICE DEPARTMENT
CITIZEN COMPLAINT REPORT**

COMPLAINANT:	DATE:	TIME:
ADDRESS:	PHONE:	DOB:
EMPLOYEE(S) COMPLAINED AGAINST:		
Date/Time of Occurrence:	Location of Occurrence:	
Detail of Complaint:		
Signature of Complainant/Date:	Signature of Receiving Supervisor:	
Signature of Administration/Date:	Assigned Investigation Supervisor:	
Complaint Disposition:		
<input type="checkbox"/> Unfounded <input type="checkbox"/> Not Sustained <input type="checkbox"/> Sustained <input type="checkbox"/> Exonerated <input type="checkbox"/> Policy Failure	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Chief of Police <hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/> Date	