



ACCOUNTABILITY | STEWARDSHIP | PROFESSIONALISM | INTEGRITY | RESPECT | EXCELLENCE

MONTGOMERY POLICE DEPARTMENT FORMAL CITIZEN COMPLAINT PACKET



Montgomery Police Department Internal Affairs Complaint Process

The Process

Once a complaint is received, the officer/employee is notified in writing, and provided a copy of the complaint. The officer/employee will be required to provide a written response to the allegations, stating all facts and circumstances of the contact. The officer/employee will be required to take a polygraph, if the case warrants, only after the complainant is requested to take a polygraph and makes a good faith effort to take one.

Polygraphs

During the course of the investigation, the officer/employee may be requested to submit to a polygraph. Submission to a polygraph is voluntary, however; an officer can't be required to take a polygraph unless the complainant is willing to do so.

Substantiated Complaints

If the investigation reveals that the charges are true, and depending on the severity of the infraction, the department may take any of the following actions on the involved employee:

1. Oral counseling
2. Written counseling
3. Written reprimand
4. Suspension (without pay, up to 15 days)
5. Suspension (without pay, up to 45 days in lieu of termination)
6. Indefinite suspension (termination)

An officer or employee has the right to appeal any level of discipline that is more severe than a written reprimand.

Complaint Not Sustained

If there is not sufficient evidence to support the allegation, or it's proven that the officer or employee was acting within the established and accepted policies and/or procedures of the department, the investigation will be closed, and no further actions taken. The person filing the complaint will be notified by mail.



False Complaints

On rare occasions, citizens will file a false complaint against police employees. Citizens should be aware that this is a violation of the Texas Penal Code and is punishable by a fine of \$4,000 dollars and/or up to one year in jail if found guilty.

The Montgomery Police Department is sincerely interested in the welfare of all citizens, and in taking action where its employees have acted or behaved in violation of the policies, procedures, and practices of the department, including those of racial profiling. If it becomes necessary for you to make a complaint, you can be assured that it will be given a fair and thorough investigation.

If you have seen police department employees doing outstanding work, we encourage you to tell them and/or us about it. The Montgomery Police Department is comprised of professionals dedicated to serving you and our community.

Address:

Montgomery Police Department
101 Old Plantersville Rd.
Montgomery Texas 77316



City of Montgomery
Police Department
101 Old Plantersville Rd.
Montgomery, Texas 77316

Complaint Form

Your Name:	
E-Mail Address:	
Mailing Address:	
City, State, Zip:	
Day Phone:	
Evening Phone:	

Involved Individuals

Please list names (s) of involved Police Department employees, any witnesses, and other involved parties. Please include addresses and telephone numbers, if known. If name of the Department employee is unknown, list identifying information or a description.

Identify Below (P) Police Employee (W) Witness (O) Other	Address of Person	Telephone Number Home and Other

Nature of Comment/Complaint

Please describe the details of the incident including date, time, location, and case or citation number, if appropriate.



