

Signature of Supervisor receiving or initiating this complaint

Officer: _____ ID#: _____ Date: _____

Forward this report to the Professional Standards Unit

FOR DEPARTMENT USE ONLY: To be completed by the Professional Standards Unit

Category	Description
Class 1	Allegations that have the potential of damaging the reputation of the Department or it's personnel and generally include, but not limited to, allegations of serious misconduct, serious violations of Standards of Conduct and other written directives, or criminal conduct.
Class 2	Allegations that generally include, but are not limited to, allegations of a non-serious nature and violations of Standards of Conduct and other written directives on a non-serious nature.
Class 3	Minor complaints by a citizen desiring to make an informal complaint against an employee of a minor nature, generally involving an employee's conduct and/or behavior or Minor complaints by a citizen who contacts the Department questioning or informally complaining about a procedure or tactic used by the Department or its employees.

Employee notified on:

Signature of Professional Standards Commander

Officer: _____ ID#: _____ Date: _____

Forward this report to the Chief of Police

To be completed by the Professional Standards Unit

CASE ASSIGNED TO	DATE ASSIGNED	DATE COMPLETED
UNIT/SHIFT LEVEL		
INTERNAL AFFAIRS UNIT		
CASE ASSIGNED TO		

To be completed by the Chief of Police

FINDING(Refer to G.O. 3.8.10)	DATE COMPLETED
EXONERATED	
UNFOUNDED	
NOT SUSTAINED	
SUSTAINED	
MISCONDUCT NOT BASED ON ORIGINAL COMPLAINT	
COMPLAINT WITHDRAWN	
POLICY FAILURE	

Signature of the Chief of Police

Date: _____

Chief of Police
City of Meriden, Connecticut