

## Appeals

If there is a belief that either an error or omission was made in the investigation of a complaint, the complainant may request that the Chief of Police examine the investigative report. If it reflects such discrepancies, the complaint will be reinvestigated. It is important to note that a complainant's dissatisfaction with the findings of an investigation alone is not a sufficient basis for further action.

Further appeal may be filed with the Township Manager should the complainant be dissatisfied with the decision of the Chief of Police.

When a complainant is dissatisfied with the results of a criminal investigation, the case will be forwarded for review by the Ingham County Prosecutor's Office.

For questions regarding any aspect of the citizen complaint process, please call or write to the following:

**Chief of Police**  
**Meridian Township Police Department**  
5151 Marsh Road  
Okemos, MI 48864  
(517) 853-4800

## MERIDIAN TOWNSHIP POLICE

5151 Marsh Road  
Okemos, MI 48864

Emergency	911
Non-Emergency	517.332.6526
Administration	517.853.4800

[www.meridian.mi.us](http://www.meridian.mi.us)

## Visit Our Social Media Sites



Capital Area Ingham County Alerts

[www.nixle.com](http://www.nixle.com)



[www.twitter.com](http://www.twitter.com)



[www.facebook.com/MeridianTwpPD](http://www.facebook.com/MeridianTwpPD)



<http://meridiantwppolice.blogspot.com/>



# CITIZEN COMPLAINTS



## A Guide to the Citizen Complaint Process

### MISSION STATEMENT

The Meridian Township Police Department is committed to establishing and maintaining partnerships in our community; and with understanding, cooperation and equality; we strive to enhance the quality of life and protect the rights of our community.

A PRIME COMMUNITY  
[meridian.mi.us/police](http://meridian.mi.us/police)

### ***Policy Statement***

The Meridian Township Police Department is dedicated to promoting the highest level of community confidence in the Department by adhering to the highest of professional standards. The Department vigorously investigates all instances of alleged employee misconduct. The investigations are conducted fairly and efficiently and in compliance with applicable Department, state, and federal regulations.

The Department seriously views all citizen complaints against its employees. For this reason, all complaints must be based on fact and not conjecture. Intentionally falsifying a complaint in an attempt to [1] slander the employee, [2] subject the employee to unwarranted discipline, or [3] jeopardize the employee's employment status could result in criminal charges and/or civil suit against the complainant.

### ***Who may complain?***

Any individual—without regard to age, sex, religion, or national origin—may file a complaint, providing they have either witnessed alleged police misconduct or have direct knowledge of the alleged misconduct.

### ***When should a complaint be filed?***

A complaint should be filed as soon as practicable after the alleged event occurs. Such allegations may include [1] conduct believed to be contrary to Department policy, [2] violation of city, state, or federal law, [3] excessive use of force, or [4] abusive/discourteous behavior.

### ***How is a complaint filed?***

A complaint should be submitted to the involved employee's supervisor, if known. Lacking this information, the complaint may be made through any police supervisor. A complaint may also be filed by e-mail or conventional mail. Although a complaint can be made anonymously, anonymity may preclude the completion of a thorough investigation.

### ***Who will investigate the complaint?***

The accused employee's immediate supervisor is normally assigned responsibility for the investigation. The supervisor's report is submitted via chain of command for final disposition by the Chief of Police. Where extremely serious allegations or criminal allegations have been made, the investigation will generally be assigned to a command officer. There may also be factors that determine an investigation be completed by an outside police agency.

### ***What is the complaint process?***

The complainant submits a written statement describing the allegation. Should the complainant be unable or unwilling to do so, a supervisor will prepare the complaint for their review. The date, time, and specific details of the alleged incident must be provided whenever possible.

### ***Disposition***

A conclusion of fact will be made for all complaints. A written response will reflect one of the following:

*Sustained* - Sufficient evidence exists to support the allegation and further action will be taken.

*Not Sustained* - Insufficient evidence exists to either support or refute the allegation.

*Exonerated* - The incident occurred but was lawful and proper.

*Unfounded* - The alleged incident did not in fact occur.

### ***The report to the complainant***

The complainant will be advised of the investigative findings along with a finding of fact. Disciplinary action is generally not disclosed because of special laws governing an employee's right to privacy.

### ***Commitment to the community***

Department employees pride themselves on promptly and courteously responding to all complaints. Every effort is made to bring closure to an investigation as soon as practicable. In cases of unusual delay, the complainant will be apprised of the status of the investigation. The Department's continuous goal is to exceed all community service expectations. Input from the community is enthusiastically solicited toward that end.

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