

Along with physical evidence, testimonial evidence may be required. Interviews with civilian witnesses and officers may be conducted.

If an officer is interviewed regarding an internal complaint, the interview(s) must be conducted in accordance to the Law Enforcement Officers' Bill of Rights.

The Law Enforcement Officers' Bill of Rights is state law that sets requirements to be followed when conducting administrative interviews, or the disciplining of officers.

When the physical and/or testimonial evidence has been gathered, it will be examined and a conclusion will be drawn. That conclusion of facts will lead to a recommendation.

The investigation, with its conclusion of facts and recommendation, will be submitted to the Chief of Police for his/her review.

If a complaint against an employee is sustained, disciplinary action will be taken against that employee.

Discipline can be:

- Verbal counseling
- A Letter of Reprimand
- Retraining
- A suspension without pay
- Demotion
- Termination of employment

As a complainant, you can expect:

- Acknowledgement of your complaint.
- Your complaint to be honestly and fairly investigated, and adjudicated.
- Periodic status reports if the investigation of your complaint takes an extended period of time.
- Written notice of the final disposition of your case.

**\*A deliberate false report of officer misconduct may result in criminal prosecution and/or you may be held civilly liable.**

**Cranston Police Department**

**Office of Professional Standards**

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**Colonel Marco Palombo Jr.**

*Chief of Police*

# Office of Professional Standards



## Complaint Procedures

**Detective Captain Todd Patalano**

**This pamphlet has been prepared to acquaint you with the Office of Professional Standards within the Cranston Police Department, and the procedures for filing a complaint against the department, its officers, or employees.**

Complaints

Complaints can be due to dissatisfaction with Cranston Police Department services, policies, procedures, or practices. Complaints can also be for employee misconduct.

Misconduct includes:

- Any criminal offense of federal, state, or local laws.
- Neglect of duty
- Violations of policy, procedure, rule, or regulation.
- Conduct which may tend to reflect unfavorably upon the employee and/or the Cranston Police Department.
- Civil rights violations, such as:
  - Unlawful searches
  - False arrest
  - Excessive force
  - Harassment

Complaints from any source will be investigated.

- We prefer to have the individual or individuals directly involved make the complaint in person.
- Complaints in writing will be accepted.
- Telephone, third party, and anonymous complaints will be investigated to the extent possible using the information available and without violating employee rights.

Complaints can be made directly to the Office of Professional Standards, or to any supervisory officer of the Cranston Police Department.

A complaint made to supervisory officers not assigned to the Office of Professional Standards will be filled out on a Citizen Complaint Report.

Some citizen complaints will be handled by the receiving supervisor, while others will be forwarded directly to the Office of Professional Standards.

All citizen complaints will be investigated and/or reviewed by the Office of Professional Standards. The Office of Professional Standards has the authority to report directly to Chief of Police, and the Division keeps the Chief of Police informed of complaints and allegations against the

department, its officers, and other employees.

Goals of the Complaint Process

To ensure the public is receiving efficient, fair, and impartial law enforcement from the Cranston Police Department.

Ensure the Cranston Police Department maintains a professional standard and reputation.

Protect employees from false allegations of misconduct.

Remove employees who engage in serious acts of misconduct, or who have otherwise demonstrated that they are unfit for the law enforcement profession.

Detection of flaws in policy, procedure or training, so they can be corrected or improved upon.

Investigative Process

Once a complaint has been received it will be reviewed to determine:

- The complaint type.
- Whom or what is involved.
- The available evidence pertaining to the complaint.