The University of California Police Department, Riverside welcomes valid complaints about its service or personnel. Your constructive comments provide an open channel of communications between the Police Department and the University community which enables us to maintain the highest possible standards. They also help us to protect the University community from possible misconduct, and to provide a basis for a thorough and impartial investigative procedure to protect those departmental employees who perform their duties properly.

If your complaint involves an officer or department employee, you will be asked his/her name, badge number, and car number, as appropriate. If you do not have this information, just explain what occurred and when it occurred (date, time, and location of the incident).

There are three ways you can submit a complaint to the University of California Police Department:

- Make your complaint in person at the University of California Police Department Building
- Call the department's Watch Commander at 827-5222
- Mail a letter (or enclosed form) describing your complaint to:

Mike Lane, Chief of Police
University of California Police Department
University of California
Riverside, CA 92521-0218

California State law (148.6 (b) P.C.) requires any law enforcement agency accepting an allegation of misconduct against a peace officer shall require the complainant to read and sign the information advisory printout in boldface type above the signature line on this form.

Any complaint can be made anonymously, without giving your name; however, the complaint will not be considered a formal complaint and you cannot be informed as to the result of your complaint if you choose to remain anonymous. If you make your identity known, you will be advised of the disposition of your complaint.

Sustained. When the investigation discloses that the act reported did occur and constituted misconduct or improper job performance.

Not Sustained. When the investigation discloses insufficient evidence to clearly prove or disprove the allegations made.

Exonerated. When the investigation indicates the act occurred, but the act was justified, lawful, and proper.

Unfounded. When the investigation indicates the act complained of did not occur.

Contact UCPD – Riverside: 951-827-5222

Citizen Complaint Procedure

University of California Police Department, Riverside

Mike Lane
Chief of Police

Complaint Form

Personal

Your Name: (Contact numbers) Home: Cell: Work:

Street Address: City: Zip: E-Mail:

Officer(s) Involved

Officer 1 Name: Sex: Officer 2 Name: Sex:

Badge#: Badge #:

Incident Information

Day: _____ Date: _____ Time: _____Location: _____

Was anyone else present? ❑Yes ❑No (Provide names, addresses and phone numbers below.)

Please describe what happened (attach as many additional sheets as necessary):

_____

_____

_____

_____

_____

_____

Do you believe this incident was an act of profiling? ☐Yes ☐ No *If so, please mark one or all that apply below:*

☐Race or Ethnicity ☐ Nationality ☐Gender ☐ Age ☐Religion ☐Gender Identity or Expression ☐ Sexual Orientation ☐Mental Disability ☐ Physical Disablity

YOU HAVE THE RIGHT TO MAKE A COMPLAINT AGAINST A POLICE OFFICER FOR ANY IMPROPER POLICE CONDUCT. CALIFORNIA 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 NOT 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 AN OFFICER BEHAVED IMPROPERLY. CITIZEN COMPLAINTS AND ANY REPORTS OR FINDINGS RELATED TO COMPLAINTS MUST BE RETAINED BY THIS AGENCY FOR AT LEAST FIVE YEARS. **IT IS AGAINST THE LAW TO MAKE A COMPLAINT THAT YOU KNOW TO BE FALSE. IF YOU MAKE A COMPLAINT AGAINST AN OFFICER KNOWING THAT IT IS FALSE, YOU CAN BE PROSECUTED ON A MISDEMEANOR CHARGE.** 148.6 (b) P.C.

I have read and understood the above statement. Signature: _____ Date: _____