



# BUCKEYE POLICE DEPARTMENT

Office of the Chief of Police

100 North Apache Rd., Suite D, Buckeye, Arizona 85326

Telephone (623) 349-6400 • FAX (623) 386-6506

## *CITIZEN COMPLAINT FORM*

I/A # \_\_\_\_\_  
(For Official Use Only)

Dear Citizen:

The mission of the Buckeye Police Department is *Always Ready, Professional and Committed to the People we serve*. Our officers are sworn to protect the rights of all citizens regardless of race, age, sex, nationality, religion or political preference. We take this duty to our citizens very seriously, and for that reason, we have internal safeguards in place to discourage abuses of authority by police employees. Complaints regarding such abuses will be vigorously investigated. If you feel a Buckeye Police Department employee has acted in an abusive or unprofessional manner toward you or others, we encourage you to report that employee to a police supervisor. It is the goal of the Buckeye Police Department to provide everyone with the best police service possible. Together we can make a difference!

### ***Buckeye Police Department Policy***

It is the policy of the Buckeye Police Department to investigate all complaints against the department or its employees. This will ensure the integrity of our organization while protecting the rights and interests of citizens and department employees.

### ***Who can complain?***

Any person, regardless of age, sex or nationality, who witnesses or has direct knowledge of police misconduct, can file a complaint with the Buckeye Police Department.

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

Any person can contact the Buckeye Police Department whenever he/she witness behavior by a department employee, which is a violation of city, state or federal law, involves the excessive use of force or involves discourteous or abusive treatment.

### ***How can a complaint be filed?***

Normally, complaints are filed through the supervisor of the employee involved. If the immediate supervisor is unavailable, another supervisor may take the complaint. Please call the Buckeye Police Department non-emergency number 623-349-6400 if you want to speak to a supervisor.

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

All Buckeye Police Department supervisors are tasked with maintaining discipline and overseeing the conduct of employees assigned to them. In some cases, the supervisor of the employee will conduct an investigation and report the incident through the chain of command for disposition. The Professional Standards Unit will conduct serious administrative investigations, and the Criminal Investigations Division will investigate complaints involving allegations of criminal misconduct.

### ***Buckeye Police Department commitment***

The employees of the Buckeye Police Department shall at all times aim to be courteous and professional when they deal with the citizens we serve. It is the goal of our organization that all of your contacts with our employees are positive. If not, we will strive to resolve each complaint as best as possible and in a prompt and objective way.

### ***Shared Responsibility***

The Buckeye Police Department takes all citizen complaints against our employees very seriously and actively investigates allegations of misconduct. Therefore, you must ensure your complaint is based on facts and you have provided us with all of these facts to the best of your ability. If you intentionally file a false report with this department, it could result in criminal and/or civil legal proceedings being filed against you.



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Please complete the following fields to help us investigate your complaint thoroughly. You can email the form to [gmcgeough@buckeyeaz.gov](mailto:gmcgeough@buckeyeaz.gov) or mail/drop-off at the address referenced on the bottom.

Name: \_\_\_\_\_  
(Last) (First) (Middle)

Address: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
(Street Address/City/State/Zip Code) (Best Available)

Email: \_\_\_\_\_ Incident or Report Number: \_\_\_\_\_

Name of Employee(s): \_\_\_\_\_

Details of the incident: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you have a quality of life issue (e.g., parking violations, barking dogs, noise disturbances or other neighborhood issues, etc), please call the Buckeye Police Department non-emergency number 623-349-6400 to file a report and you can remain anonymous. **PLEASE DO NOT FILL OUT THIS FORM UNLESS IT IS IN REFERENCE TO A DEPARTMENT EMPLOYEE.**

Buckeye Police Department  
Attn: Sgt. Gary McGeough, Professional Standards Unit  
100 N Apache Rd, Suite D  
Buckeye AZ 85326