



Wallington NJ Police Department

Internal Affairs Citizen Complaint Information Form

The members of the Wallington Police Department are committed to providing law enforcement services that are fair, effective, and impartially applied. It is in the best interests of everyone that your complaint about the performance of an individual officer or other employee is resolved fairly and promptly. The Wallington Police Department has formal procedures for investigating your complaint. These procedures are designed to ensure fairness and protect the rights of both citizens and law enforcement officers:

1. Reports or Complaints of officer/employee misconduct must be accepted from any person, including anonymous sources, at anytime.
2. Complaints shall be accepted regardless of age, race, ethnicity, religion, gender, sexual orientation, disability, or immigration status of the complaining party.
3. Your complaint will be sent to a superior officer or a specially trained internal affairs officer who will conduct a thorough and objective investigation.
4. You might be asked to help in the investigation by giving a detailed statement about what happened or providing other important information or documents.
5. All complaints against law enforcement officers and other staff are thoroughly investigated. You will be kept informed of the status of the investigation and its ultimate outcome, if requested, and if you provide contact information. The exact discipline imposed is confidential, but you will be advised of the ultimate finding, namely:
 1. Sustained: A preponderance of the evidence shows personnel violated any law; regulation; directive, guideline, policy, or procedure issued by the Attorney General or County Prosecutor; agency protocol; standing operating procedure; rule; or training.
 2. Unfounded: A preponderance of the evidence shows that the alleged misconduct did not occur.
 3. Exonerated: A preponderance of the evidence shows the alleged conduct did occur, but did not violate any law; regulation; directive, guideline, policy, or procedure issued by the Attorney General or County Prosecutor; agency protocol; standing operating procedure; rule; or training.
 4. Not Sustained: The investigation failed to disclose sufficient evidence to clearly prove or disprove the allegation.
6. If our investigation shows that a crime might have been committed, the Attorney General's Office might be notified, and you might be asked to testify in court.
7. If our investigation results in an employee being charged with a violation of department rules, you might be asked to testify in a departmental hearing.
8. If our investigation shows that the complaint is unfounded or that the employee acted properly, the matter will be closed.
9. Internal affairs investigations are confidential and all disciplinary hearings shall be closed to the public unless the defendant employee requests an open hearing.
10. You may call the Internal Affairs Unit at 973-473-1715 x112 any additional information or any questions about the case.

How to return the Internal Affairs Report Form to the Internal Affairs Unit:

Mail or Drop off: Wallington Police Dept. 54 Union Blvd Wallington NJ 07057 ATTN: IA

Email: InternalAffairs@wallingtonpd.org

Appendix B

Department/Agency _____ IA Case Number _____

INTERNAL AFFAIRS REPORT FORM

Person Making Report (Optional, But Helpful)

Full Name _____ Phone _____ Preferred? ☐
Address _____ Email _____ ☐
City, State _____ DOB _____

Officer(s) Subject to Allegation (Provide Whatever Info Is Known)

Officer(s) _____ Badge No. _____
Incident Site _____ Date/Time _____

In the space below, describe the type of incident (traffic stop, street encounter) and any information about the alleged conduct. If you cannot fit your response below, feel free to use extra pages and attach them to this document. If you do not know the officer's name or badge number, provide any other identifying information.

Other Information

How was this reported? ☐ In Person ☐ Phone ☐ Letter ☐ Email ☐ Other _____
Any physical evidence submitted? ☐ Yes ☐ No If yes, describe: _____
Was incident previously reported? ☐ Yes ☐ No If yes, describe: _____

To Be Completed by Officers Receiving Report

Officer Receiving Complaint Badge No. _____ Date/Time _____

Supervisor Reviewing Complaint Badge No. _____ Date/Time _____