



# Oneida Police Department

P.O. Box 365, Oneida, WI 54155

**Eric H. Boulanger**  
*Chief of Police*



## CITIZEN COMPLAINT PROCEDURE

### Our Standard:

It is the standard of the Oneida Police Department to ensure the integrity of the agency and its employees is maintained, by means of a citizen complaint process and an internal investigation system that is fair and objective. The system of internal investigation methods will be applied to allow citizens a format to present complaints and to allow the department to investigate an employee while maintaining confidentiality and securing all individual rights to those involved.

### Your Rights and Responsibilities:

We feel strongly that any citizen having a concern with an officer, department policy or procedure, shall have the right to bring those concerns to the management of the Oneida Police Department. In some cases, input from citizens may result in change in policy or procedure to allow for a more effective, community oriented method of providing police services to those we serve. We would ask for your cooperation and honesty in the citizen complaint process. We recognize that at times citizens may file a complaint with the intent on getting charges dropped, or having an investigation into a police matter stopped.

We wish to inform you that no citizen complaint will cause charges to be dropped or a police investigation to cease. In the event you were arrested or otherwise investigated by an officer or the department, it is important to understand that the case will not be affected by any means by your filing of a complaint. If an internal investigation determines that the officer(s) acted in a manner inconsistent with the Oneida Police Department rules, regulations and procedures, appropriate disciplinary action will be commenced.

This notice section also serves as official notice to any person filing a complaint with the department; any false statements of accusations will result in criminal charges being preferred against you pursuant to ss946.41 Wisconsin statutes, which would constitute a class A Misdemeanor punishable by fine and imprisonment. In addition, false statements or accusations could subject you to the liability in a civil proceeding commenced against you by the officer or the department.

You may file a complaint against the Chief of Police directly with the Oneida Police Commission. All other complaints that are filed with the Police Commission are referred back to the Chief of Police to begin an investigation per the Oneida Nation Law Enforcement Ordinance Article IX section 9-1(e).

**FAQ:**

Will the officer know that I made a complaint?

At the time the officer is interviewed regarding this incident, he or she will be provided with a statement of the allegations made. It is important for you to realize that in a complaint involving allegations of serious misconduct and/or criminal activity, the officer will not be interviewed or have access to your name or statement until most of the investigation has been completed.

Will the officer take adverse action toward me?

While very unlikely, if this occurs, we ask that you immediately contact the Assistant Chief of Police or Chief of Police so that immediate action can be taken. In some cases the officer will be directed to have no contact with you. The department will conduct a thorough investigation into the matter(s) brought to our attention by means of your complaint. In most cases the investigation will be completed within 30 days.

**Notification:**

You will receive a written notification of the investigation findings. IF you are not satisfied for any reason of the results of the investigation, please contact the office of the Chief of Police. In the event the allegation consists of serious criminal misconduct or activity, the investigation may take longer than 30 days. In either case, you will be notified of the outcome of the investigation. Disciplinary action is generally taken when the complaint is sustained, and constitutes a violation of the Oneida Police Department’s rules, specifics of the discipline as this would be a confidential matter.

What do the findings of the investigation mean?

Unfounded:	Investigation indicates that the allegations are false.
Not Sustained:	Insufficient evidence to either prove or disprove the allegations.
Sustained:	The allegations are supported by sufficient evidence to conclude that they are true.
Exonerated:	Investigation indicates that the incident occurred, but was justified, lawful, and proper under the circumstances.
Police Failure:	The investigation reveals that the allegations are true, however, the employee was acting in accordance with established department procedures.



A good mind. A good heart. A strong fire.



Who should I contact if I have any concerns or questions?

If there are any additional concerns, questions, or if you wish to inquire about the status of the investigation, do not hesitate to contact the officer receiving your complaint listed below;

I certify that the information provided is true and accurate to the best of my knowledge. I acknowledge that any false statements will subject me to criminal charges and possible civil ramifications.

\_\_\_\_\_

Complainant

\_\_\_\_\_

Witness

\_\_\_\_\_

Internal Officer Taking Complaint

\_\_\_\_\_

Badge #



A good mind. A good heart. A strong fire.











**ONEIDA POLICE DEPARTMENT  
Citizen Complaint/Internal Investigation Findings**

Date of Complaint:	Date of Findings:	Investigation Officer:
--------------------	-------------------	------------------------

Officer(s) Involved:
----------------------

Alleged Charges:
------------------

The finding of the internal investigation is indicated below (the box is checked) only one finding is possible for an allegation. This report is maintained in the internal Affairs files for a period of five years from the date of findings, regardless of the finding. Internal Affairs files are maintained by the Assistant Chief of Police.

<input type="checkbox"/>	Unfounded:	Investigation indicates that the allegations are false.
<input type="checkbox"/>	Not Sustained:	Insufficient evidence to either prove or disprove the allegations.
<input type="checkbox"/>	Sustained:	The allegations are supported by sufficient evidence to conclude that they are true.
<input type="checkbox"/>	Exonerated:	Investigation indicates that the incident occurred, but was justified, lawful, and proper under the circumstances.
<input type="checkbox"/>	Police Failure:	The investigation reveals that the allegations are true, however, the employee was acting in accordance with established department procedures.

\_\_\_\_\_  
Investigation Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Assistant Chief of Police / Chief of Police

\_\_\_\_\_  
Date



A good mind. A good heart. A strong fire.

