

PERSONNEL COMPLAINT or COMMENDATION FORM

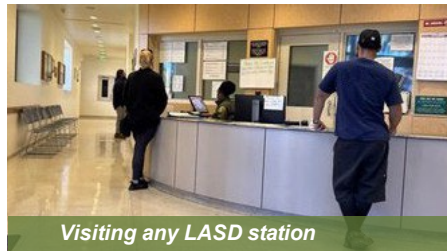
How Do I File a Complaint or Submit a Commendation with the Los Angeles County Sheriff's Department (LASD)?

You can file a complaint or submit a commendation through any of the following methods:

Online, by Phone, In-Person, or by Mail: File a complaint or submit a commendation by using the online form at www.lasd.org (in the "Contact Us" heading), calling at 1-800-698-TALK (8255), visiting any LASD station in-person, or sending the form by mail. Station addresses can be found at <https://lasd.org/stations>. All LASD webpages may be viewed in numerous languages by choosing a language option at the top right of the page.

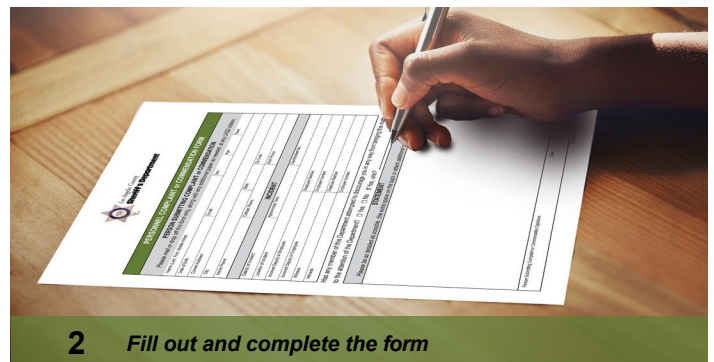
This form is designed to be accessible for individuals with disabilities. If you need assistance completing this form, please call 1-800-698-TALK (8255), or visit any LASD station.

For more information on our complaint and commendation policy and procedures, please visit <https://lasd.org/public-complaint-policy/> and <https://lasd.org/file-a-commendation>.



Mail-in Form: Use the form attached and mail it to the appropriate LASD station. You can also obtain a mail-in complaint or commendation forms by visiting the front desk of any LASD station, or visiting <https://lasd.org/file-a-complaint/> or <https://lasd.org/file-a-commendation> and scrolling down to the "Mail-In Form" tile to download and print a copy. Once you complete the form, mail it to the specific station address. A list of stations and their mailing addresses can be found at <https://lasd.org/stations>. All LASD webpages may be viewed in numerous languages by choosing a language option at the top right of the page.

Steps for Submitting Complaint or Commendation by Mail:





3 Put the completed form into an envelope.
Please attach postage



4 Mail to the specific station address.
Do not forget to attach postage to the envelope

Office of Inspector General: If you are not comfortable communicating with the LASD in any of the above manners, you may file your complaint or commendation through the Office of Inspector General's website at <https://oig.lacounty.gov/file-a-complaint>, or by mailing your complaint/commendation to:

Los Angeles County Office of Inspector General
500 West Temple Street, Suite 383, LA CA 90013

Note: You may submit your complaint or commendation in your native language. LASD accepts all complaints, including **anonymous** complaints and those submitted by third parties. While the attached form requests specific information, you may still file your form if you are not aware of all the information. However, the more you can provide can assist in performing a thorough and complete investigation.

What Happens After I File a Complaint?

- 1. Investigation & Evidence Collection:** An investigator is assigned, an acknowledgment letter with a sequential number will be mailed to the reporting party, and the investigation will begin. The investigator will gather statements, evidence, and other relevant information.
- 2. Review & Notification:** The Unit Commander will review the investigation findings to determine whether the complaint is substantiated. Investigations may be conducted by the Internal Criminal Investigations Bureau (ICIB) for criminal allegations, the Internal Affairs Bureau (IAB) for administrative policy violations, or at the Unit level. Once the investigation is complete, you will be notified of the outcome by mail.

What Happens After I Submit a Commendation?

- 1. Receipt & Documentation:** Commendation is received, documented, and shared with the employee and their supervisor.
- 2. Personnel File & Acknowledgement:** A copy is placed in the employee's personnel file, and a letter acknowledging the feedback is sent to the reporting party.

If you have any questions or need additional information about filing a complaint or submitting a commendation, please visit the Los Angeles County Sheriff's Department website at <https://lasd.org> or contact your local station directly. Station addresses can be found at <https://lasd.org/stations>.



PERSONNEL COMPLAINT or COMMENDATION FORM

PERSON SUBMITTING COMPLAINT or COMMENDATION

*Please mail or drop off this form only, along with any additional paper as needed, at any LASD station.
If you wish to submit this complaint anonymously, please write "anonymous" in the Name field.*

Name (Last, First, Middle Initial) :		Gender:	Age:	Race/Ethnicity:
Date of Birth:	Email:		Primary Language:	
Current Address:				
City:		State:	Zip Code:	
Home Phone:	Cellular Phone:		Work Phone:	

INCIDENT

Date(s) of Incident:	Approximate Time:	Case/Incident No.:
Location of Incident:		
Involved Deputy or Employee:	Employee Number:	
Involved Deputy or Employee:	Employee Number:	
Witness:	Phone Number:	
Witness:	Phone Number:	

Was this incident the result of a traffic or pedestrian stop?

Yes No

Did this incident result in bodily injury?

Yes No

If Yes, please describe the injury: _____

Are photos or videos of the injury included with this complaint?

Yes No

Were you present at the incident?

Yes No

Was this complaint or a related complaint previously submitted?

Yes No



Los Angeles County
Sheriff's Department

STATEMENT

Please be as detailed as possible. You may attach additional paper as needed.

Large empty rectangular box for writing the statement.

Has any member of this Department attempted to discourage you in any way from bringing this matter to the attention of the Department? Yes No If Yes, who? _____

Person Submitting Complaint or Commendation Signature: _____

Date: _____

Complaints of racial or identity profiling based upon race, color, ethnicity, national origin, age, religion, gender identity or expression, sexual orientation, or mental or physical disability against the Los Angeles County Sheriff's Department may be noted on this form.

FOR DEPARTMENT USE ONLY

COMPLAINT RECEIVED BY: _____ DATE/TIME RECEIVED: _____

INTERIM STATUS: _____

(i.e., Inquiry Initiated SC#____, Unit Level Investigation, IAB Investigation, ICIB Investigation)