



Douglas L. Diamond
Chief of Police

CITIZEN COMPLAINT INFORMATION

About us

The West Jordan Police Department is responsible for protecting the lives of the residents of the City of West Jordan. This Department receives more than 62,000 calls for service annually. Our officers are highly trained. They serve with professional pride, and they want you, the citizen, to share this pride.

Officers serve as arbitrators in thousands of cases where they are asked to resolve differences between individuals or groups. Many times the decisions made by the officers will restrict the freedom and liberty of these persons. Often these decisions materially affect the course of people's lives.

We fully realize that our involvement in complex and often emotionally charged situations may not always result in a level of performance you, the citizen, have grown to expect. For this reason, the Police Department has a well-defined procedure for assisting those who wish to voice their grievances against our operations, policies, or employee conduct.

All investigations are thorough, objective, and are aimed at maintaining public confidence and departmental integrity. The goal is neither to condemn nor to exonerate, but rather to identify and evaluate all the facts surrounding the incident in question.

Complaint effect on criminal prosecution

The investigation within the Police Department of the conduct of its employees, and the District Attorney's or City Attorney's prosecution of a criminal case are two entirely separate matters. If a person arrested by West Jordan Officers files a citizen's complaint against those officers, such action will in no matter affect the prosecutor's independent decision to proceed with the criminal action.

Legal advisement and acknowledgment

The following advisement is required by state law:

YOU HAVE THE RIGHT TO MAKE A COMPLAINT AGAINST A POLICE OFFICER FOR ANY IMPROPER POLICE CONDUCT. UTAH 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 BEHAVES IMPROPERLY.

I have read and understood the above statement.

Signature of Complainant

Date

Complaint procedure

Individuals have the right to lodge a complaint against either the West Jordan Police Department or any individual member employed by the department. Initial complaints may be made by telephone or letter. However, it will be necessary that the complainant be available for personal interview. Complaint forms are available at the public counter of the West Jordan Police Department and can also be obtained by contacting the Professional Standards Unit. Completed forms may either be delivered or mailed to:

- WEST JORDAN POLICE DEPARTMENT
PROFESSIONAL STANDARDS
8040 S REDWOOD RD
WEST JORDAN UT 84088
TELEPHONE: (801) 256-2000

What happens next

When a complaint is received by the Professional Standards Unit, a thorough, accurate and objective investigation will be conducted. Such investigations may include formal statements from all parties concerned, the gathering and preservation of any physical evidence relative to the case and all other information bearing on the matter. Upon the completion of an investigation a written report, with all findings, will be submitted to the Chief of Police for his final decision. The department will inform the complainant of the official disposition at the conclusion of the investigation.

Other contacts

In all cases, the individual making the complaint will be informed of its final disposition to the extent allowed by the law. Although department investigators will exert every effort to determine the facts of each situation, in those instances where the individual feels that a proper investigation has not been conducted, the Police Department urges that person to seek further recourse through any of the outside agencies listed below.

- SALT LAKE COUNTY DISTRICT ATTORNEY'S OFFICE
SALT LAKE COUNTY GOVERNMENT CENTER
2001 SOUTH STATE STREET, S3500
SALT LAKE CITY, UT 84114
TELEPHONE: (801) 468-3300
- OFFICE OF THE ATTORNEY GENERAL
UTAH STATE CAPITOL COMPLEX
350 NORTH STATE STREET, SUITE 230
SALT LAKE CITY, UT 84114-2320
TELEPHONE: (801) 366-0260
- FEDERAL BUREAU OF INVESTIGATION
257 EAST 200 SOUTH, SUITE 1200
SALT LAKE CITY, UT 84111-2048
TELEPHONE: (801) 579-1400

WEST JORDAN POLICE DEPARTMENT

CITIZEN COMPLAINT FORM

FOR OFFICIAL USE ONLY
FILE NO.

REPORTING PERSON (LAST, FIRST, MIDDLE NAME)	RACE	SEX	DOB (MM/DD/YY)	SSN
RESIDENCE ADDRESS (ADDRESS AND ZIP CODE)				TELEPHONE
BUSINESS OR SCHOOL				TELEPHONE

VICTIM OF ALLEGED INCIDENT

VICTIM (LAST, FIRST, MIDDLE NAME)	☐ SAME AS ABOVE	DOB (MM/DD/YY)	AGE	ARRESTED	☐ YES	☐ NO
RESIDENCE ADDRESS (ADDRESS AND ZIP CODE)	TELEPHONE		ATTORNEY OR REPRESENTATIVE			
BUSINESS OR SCHOOL	TELEPHONE		ATTORNEY/REPRESENTATIVE TELEPHONE			

NAME OF EMPLOYEE (IF KNOWN)

NAME	RANK	BADGE	CAR NO.	DESCRIPTION OF EMPLOYEE
NAME	RANK	BADGE	CAR NO.	DESCRIPTION OF EMPLOYEE
NAME	RANK	BADGE	CAR NO.	DESCRIPTION OF EMPLOYEE

WITNESSES

NAME	ADDRESS	TELEPHONE
NAME	ADDRESS	TELEPHONE
NAME	ADDRESS	TELEPHONE

DETAILS OF COMPLAINT OR CRITICISM: IT IS IMPORTANT TO INCLUDE AS MANY FACTUAL DETAILS AS POSSIBLE SO THE INCIDENT MAY BE FULLY INVESTIGATED. PLEASE USE ANOTHER PAGE, IF NECESSARY.

TIME AND DATE OF INCIDENT	LOCATION OF INCIDENT	CASE NO.
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DETAILS

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

I CERTIFY THESE STATEMENTS TO BE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF: (TO INCLUDE ANY ATTACHMENTS)

SIGNATURE OF REPORTING PERSON	SIGNATURE OF PARENT / GUARDIAN (IF UNDER 18 YEARS OLD)
PHOTOGRAPH(S) ATTACHED? ☐ YES ☐ NO	IF YES, NUMBER OF PHOTOGRAPHS

FOR OFFICIAL USE ONLY				
NAME OF PERSON RECEIVING COMPLAINT (PRINT)	RANK	BADGE NO.	TELEPHONE	DATE/TIME RECEIVED
SIGNATURE OF PERSON RECEIVING COMPLAINT				

