



# Teague Police Department

315 Main Street | Teague, Texas 75860 | 254-739-2553(0) | 254-739-3213(F)

DeWayne Philpott, Chief of Police

## ***Citizen Complaint Process***

The Teague Police Department is committed to transparency and accountability by accepting and addressing all complaints made against its members. Any individual with standing may initiate a complaint concerning the actions or conduct of department personnel.

Complaints may be received by phone, mail, internet, or in person, and every complaint will be investigated. In accordance with Texas Government Code § 614.022, complaints made against police officers must be submitted in writing and signed by the individual making the complaint. Once a written and signed complaint is received, the Department will conduct an investigation in a timely manner; however, the duration of the investigative process may vary depending on the specifics and complexity of each case.

Upon the conclusion of the investigation, the complainant will be notified of the outcome or disposition of their complaint. This ensures that those who bring concerns forward are informed of the results of the review process. It is important to note that the complaint process serves as a means for the department to evaluate concerns regarding the performance and actions of its personnel and the agency as a whole. However, this process is not intended to determine guilt or innocence in legal matters, nor is it a venue for debating the outcomes of any legal proceedings. Questions of guilt, innocence, or legal disputes are handled by the appropriate court of law.

## ***Types of Citizen Complaints***

The Teague Police Department recognizes two primary categories of citizen complaints: those concerning police services and those involving police personnel.

### ***Police Service Complaints***

Police service complaints refer to concerns raised about any service provided by the Police Department that are not specifically directed at an individual employee. These complaints address issues related to the overall functioning or delivery of police services.

### ***Police Personnel Complaints***

Police personnel complaints involve the performance of duties or the behavior of departmental staff. These may include, but are not limited to, violations of federal, state, or local laws, as well as breaches of departmental policies and procedures.

Personnel complaints are further divided into two categories based on the nature and severity of the concern:

- **Complaints Managed by the Immediate Supervisor:** These typically involve less serious issues such as allegations of rudeness or minor driving violations and are addressed directly by the employee's immediate supervisor.
- **Complaints Managed by the office of the Chief of Police:** More serious allegations, such as violations of federal, state, or local laws, or excessive use of force, are referred to the office of the Chief of Police for disposition.

### ***Legal Requirements for Filing a Complaint Against a Police Officer***

When filing a complaint against a police officer in Texas, certain legal requirements must be met to ensure the complaint is officially recognized and acted upon. According to Texas Government Code § 614.022, any complaint considered by the head of a state agency or the head of a fire or police department must be both in writing and signed by the individual making the complaint.

Additionally, Texas Government Code § 614.023 stipulates that once a signed complaint is filed against a law enforcement officer, firefighter, or police officer, a copy of that complaint must be provided to the officer or employee within a reasonable timeframe. Importantly, no disciplinary action can be taken against the officer or employee unless a copy of the signed complaint has been given to them.

It is also essential to be aware of the legal consequences associated with making a false statement. Under Texas Penal Code § 37.02 regarding perjury, it is an offense to intentionally make a false statement under oath, or to swear to the truth of a false statement that is required or authorized by law to be made under oath. Making a false unsworn declaration under Chapter 132 of the Civil Practice and Remedies Code is also considered an offense. Violations under this section are classified as a Class A misdemeanor.

### ***Instructions for Submitting a Complaint***

To submit a complaint, the form must be filled out with as much detail as possible and signed in the presence of a Police Notary. Once completed, the signed form should be delivered to the Teague Police Department at 315 Main Street.

PERSON MAKING COMPLAINT

Last			First		Middle
Sex	Race	Date of Birth	Driver's License#	State of DL	
Home phone			Work phone		Cell Phone
Email					
Address/City/State/Zip Code					

INCIDENT IN QUESTION

Date of Incident	Time of Incident	Location of Incident

Name or description of Officer(s) Involved

Name of Person directly affected by this Incident:

Last			First		Middle
Sex	Race	Date of Birth	Driver's License#	State of DL	
Home phone			Work phone		Cell Phone
Email					
Address/City/State/Zip Code					

How was this person affected (Arrested, Citation, Jailed, Injured, Questioned and Released, Other)
What is your standing to make this complaint (Person affected, Concerned Citizen, Parent)

What did the Officer do that prompted you to make this complaint; (Violated a Law (Be Specific), Made Illegal Stop, Conducted Illegal Search, Used Profanity, Used Unnecessary Force, Was Rude in dealing with the Public)

Please write a brief narrative of your complaint (If additional space is needed attach a separate page to this form)

WITNESSES THAT HAVE DIRECT KNOWLEDGE OF THIS INCIDENT (If there are additional witnesses please attach a separate page to this form)

Last			First		Middle
Sex	Race	Date of Birth	Driver's License#	State of DL	
Home phone			Work phone		Cell Phone
Email					
Address/City/State/Zip Code					

Last			First		Middle
Sex	Race	Date of Birth	Driver's License#	State of DL	
Home phone			Work phone		Cell Phone
Email					
Address/City/State/Zip Code					

Last			First		Middle
Sex	Race	Date of Birth	Driver's License#	State of DL	
Home phone			Work phone		Cell Phone
Email					
Address/City/State/Zip Code					

Person Making Complaint

Last	First	Middle

**PRINT NOW. Do not sign until in front of a Notary.**

**Please call to set appointment to return complaint.**

***Affirmation of Truthfulness***

Any false statements made in connection with this complaint may result in prosecution under laws pertaining to perjury, false reporting, or applicable civil statutes.

Under penalty of perjury, the undersigned affirms that all facts provided in this complaint form, as well as any attached documents, are based on their personal knowledge and are accurate and truthful.

\_\_\_\_\_  
Signature of Complainant

On the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

personally appeared \_\_\_\_\_ who on their oath stated the above facts were true and correct.

\_\_\_\_\_  
(Seal)

Notary

\_\_\_\_\_  
Signature of City Official Receiving Complaint

\_\_\_\_\_  
Date Received