

HOW CHATT HILLS PD INVESTIGATES COMPLAINTS AGAINST CHPD OFFICERS

The department is always evaluated and judged by the conduct of individual members. It is imperative the entire organization is not subject to public disapproval because of the misconduct of one or more of its personnel. When an informed public knows its police department honestly and objectively investigates and adjudicates allegations of misconduct, the public is less likely to become indignant over incidents of misconduct.

The Chattahoochee Hills Police Department will implement an internal system of inspection having the authority and responsibility, at the direction of the Chief of Police, for the investigation of all complaints and allegations of misdeeds, misconduct, and illegalities.

This will assure the professional integrity of the department and its employees. Further, when complaints are received by any officer, member, or employee regarding any misconduct or violation of law, it shall be his/her responsibility to document and report the allegation or complaint to the next level of supervision, not a subject of or involved in the complaint.

Chattahoochee Hills Police Department
ATTN: Lt. Kevin Digou
6505 Rico Road
Chatt Hills GA, 30268



Chattahoochee Hills Police

Internal Affairs Complaints



HOW TO MAKE A COMPLAINT

If you have a complaint against an officer of the Chattahoochee Hills Police Department, complete this Contact Form and return it to any entity within the Chattahoochee Hills City Hall, or you may mail it to below address. You will then be contacted by a supervisor regarding the complaint.

If a supervisor determines the complaint is criminal in nature or is a grievous violation of the Standard Operating Procedures, it must be forwarded to the Internal Affairs division. The investigator for IA will contact you.

You may also have someone else file the complaint form on your behalf, but you will need to plan to have an interview with the investigator.

WAYS TO ID A POLICE OFFICER

- BADGE NUMBER
- POLICE CAR NUMBER
- NAME ON THE UNIFORM
- TATTOOS
- RACE
- SEX
- HAIR COLOR

Chattahoochee Hills Police Department
ATTN: Lt. Kevin Digou
6505 Rico Road
Chatt Hills, GA 30268
(770) 463-8881
Kevin.digou@chatthillsga.us

WHAT ARE THE OUTCOMES?

Upon completion of an internal investigation, but no more than thirty (30) days from the beginning of the investigation, the Internal Affairs Unit will submit a written report as to the findings to the Chief of Police. The investigating officer in all internal investigations shall be a finder of fact and shall not make any form of recommendation as to disciplinary action. One of the following findings will be the final disposition:

- **Not Sustained:** There is insufficient evidence to sustain a complaint.
- **Exonerated:** The incident occurred but the member/employee actions were justified, lawful, and proper.
- **Unfounded:** The complainant admits to false allegations; the charges were false or not factual, or the member/employee was not involved in the incident.
- **Sustained:** The allegation(s) are supported by sufficient evidence to indicate the member/employee did, in fact, commit one or more of the alleged acts.
- **Not Involved:** The investigation established the individual accused was not involved in misconduct in the alleged incident.

COMPLAINT FORM

COMPLAINANT NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

DATE OF INCIDENT: _____

TIME OF INCIDENT: _____

INVOLVED CHPD OFFICERS: _____

PLEASE BRIEFLY DESCRIBE YOUR COMPLAINT. IF YOU WOULD PREFER TO SPEAK ABOUT THE COMPLAINT IN PERSON, SIMPLY LEAVE THIS SECTION BLANK.
