



# CITY OF WESTFIELD POLICE DEPARTMENT INTERNAL AFFAIRS COMPLAINT REPORT

## Citizen Complaint Information Sheet

The Westfield Police Department is committed to providing law enforcement services that are fair, effective, and impartially applied. A relationship of trust and confidence between the employees of the Westfield Police Department and the citizens of the community is essential to the successful accomplishment of law enforcement objectives. It is in the best interest of everyone that your complaint about the performance of an individual officer is resolved fairly and promptly. The Westfield Police Department has formal procedures for investigating your complaint. These procedures ensure fairness and protect the rights of both the citizens and the officers.

- Completed complaint forms can either be mailed or dropped off at the Westfield Police Department, 15 Washington Street, Westfield MA 01085.
- You will be provided with a copy of your original complaint form.
- Your complaint will be sent to the Internal Affairs Captain (IAC), who will fully, thoroughly, and promptly investigate.
- You will be contacted by the IAC, to set up a meeting; this is to further investigate the details of your complaint.
- This meeting will be in person at the police station unless other arrangements have been made.
- You will be notified in writing of the outcome of the investigation.
- If the outcome reveals that a crime occurred, the District Attorney's Office will be notified and/or consulted with, and you may be required to testify in court.
- If the investigation results in an officer being charged with a violation of departmental rules and regulations or policies and procedures, you may be asked to testify in a departmental hearing.
- If the investigation shows that the complaint is unfounded or not sustained, or that the officer acted properly, the matter will be considered closed.

***It is unlawful to provide information in this matter which you do not believe is true. Knowingly false statements could lead to charges being filed with the District Attorney's Office. Examples of these charges include perjury, false report of a crime, and witness interference and obstruction of justice.***

Any questions concerning the Internal Affairs Investigative process, contact Captain Stephan Dickins on, at 413-562-5422 ex 79382, or [via email at s.dickinson@cityofwestfield.org](mailto:s.dickinson@cityofwestfield.org).

