

## Internal Affairs

The members of the Bradley Beach Police Department are committed to providing law enforcement services that are fair, effective, and impartially applied. It is in the best interests of everyone that your complaint about the performance of an individual officer is resolved fairly and promptly. The Police Department has formal procedures for investigating your complaint. These procedures are designed to ensure fairness and protect the rights of both citizens and law enforcement officers.

1. Reports or Complaints of officer/employee misconduct must be accepted from any person, including anonymous sources, at any time.
  - a. Any individual must be permitted to file an Internal Affairs complaint. It can be a victim, a friend of the victim, a parent, a juvenile (with or without parents), an illegal alien (we are not permitted to ask about immigration status) or it can be anonymous. ANYONE means ANYONE.
  - b. An Internal Affairs complaint can be filed in ANY WAY. It could be filed by phone, by letter, written on a napkin, in person... Whatever is best for the person filing. We cannot make someone show up in person or swear the statement to initiate the complaint process.
  - c. A complaint must be taken regardless of the hour or day of the week. At no time should a complaint be told to return later, even if the Internal Affairs officer is unavailable. ANY law enforcement officer or civilian employee must take a complaint.
  - d. All complaints received are investigated if the complaint contains sufficient factual information to warrant an investigation.
2. Complaints shall be accepted regardless of age, race, ethnicity, religion, gender, sexual orientation, disability, or immigration status of the complaining party.
3. Your complaint will be sent to a superior officer or a specially trained internal affairs officer who will conduct a thorough and objective investigation.
4. You might be asked to help in the investigation by giving a detailed statement about what happened or providing other important information or documents.
5. All complaints against law enforcement officers are thoroughly investigated. If requested and if you provide contact information, you will be kept informed of the status of the investigation and its ultimate outcome. The exact discipline imposed is confidential, but you will be advised of the ultimate finding, namely:
  - a. Sustained: A preponderance of the evidence shows an officer violated any law; regulation; directive, guideline, policy, or procedure issued by the Attorney General or County Prosecutor; agency protocol; standing operating procedure; rule; or training.
  - b. Unfounded: A preponderance of the evidence shows that the alleged misconduct did not occur.
  - c. Exonerated: A preponderance of the evidence shows the alleged conduct did occur, but did not violate any law; regulation; directive, guideline, policy, or procedure issued by the Attorney General or County Prosecutor; agency protocol; standing operating procedure; rule; or training.

- d. Not Sustained: The investigation failed to disclose sufficient evidence to clearly prove or disprove the allegation.
6. If our investigation shows that a crime might have been committed, the Monmouth County Prosecutor will be notified. You might be asked to testify in court.
7. If our investigation results in an officer being charged with a violation of department rules, you might be asked to testify in a departmental hearing.
8. If our investigation shows that the complaint is unfounded or that the officer acted properly, the matter will be closed.
9. Internal affairs investigations are confidential and all disciplinary hearings shall be closed to the public unless the defendant officer requests an open hearing.
10. You may contact Bradley Beach Police Department Internal Affairs Unit at 732-775-6900.

Those individuals who wish to make a complaint should complete the attached Internal Affairs Complaint Form. Information related to how individuals may submit the completed document can be found on the bottom of the form.

Below are Civilian Complaint Information Sheets in different languages if needed.

- English
- Arabic
- Chinese
- Haitian
- Hindi
- Korean
- Polish
- Portuguese
- Spanish
- Tagalog
- Vietnamese

Below are Civilian Complaint Forms Sheets in different languages if needed.

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