Dear Community Member,

The City of Union Police Department is committed to providing professional, lawful, and respectful service to all members of the community. We recognize the importance of accountability and transparency, and we take all complaints regarding officer conduct seriously.

Any individual who believes they have been treated improperly by a member of this department has the right to file a complaint. Complaints may be submitted in any of the following ways:

- **In Person:** Complaints may be made at the Union Police Department: 201 W. Martindale Rd. Union, OH 45322, during normal business hours.
- **By Telephone:** You may contact the Police Department at (937) 836-0912 and request to speak with a supervisor.
- **Online:** Complaints can be found online on the department's website at https://www.unionoh.org/1254/Forms-Applications

When submitting a complaint, please provide as much detail as possible, including the date, time, and location of the incident, the name or badge number of the officer involved (if known), and a clear description of the concern. Providing your contact information will assist in the review and investigation process; however, anonymous complaints will be accepted and reviewed to the extent possible under Ohio law and departmental policy.

All complaints are reviewed and investigated in accordance with department policy, applicable collective bargaining agreements, and Ohio law. Investigations are conducted fairly and objectively. Certain aspects of an investigation may be subject to confidentiality or public records limitations as outlined in the Ohio Revised Code.

If you have questions regarding the complaint process, you are encouraged to contact the Police Department for assistance.

We appreciate your willingness to bring concerns forward and for helping us maintain the highest standards of professionalism and public service.

Michael J. Blackwell
Chief of Police

City of Union Police Department

201 W. Martindale Rd. Union, Ohio 45322
Chief Michael J Blackwell

Formal Officer Complaint

Name:_____ Date:_____

Address:_____ City:_____ State:____ Zip:_____

DOB:_____ SSN:_____ Phone #:_____

E-mail:_____

Incident Details

Date of Incident:_____ Time of Incident:_____

Location of Incident:_____

Officer Involved or description:_____

_____

Please Check all that apply

- ☐ Directly Involved in Incident
- ☐ Present for Incident
- ☐ Witness to the Incident
- ☐ Heard about Incident from another.
  - Who:_____
- ☐ Arrested/Charged
- ☐ Warning
- ☐ Traffic Stop
- ☐ Other:_____
  _____

Witness Information

Name:_____ Relationship:_____
Address:_____ City:_____ State:____ Zip:_____
DOB:_____ Phone #:_____ Phone #:_____
E-mail:_____

Name:_____ Relationship:_____
Address:_____ City:_____ State:____ Zip:_____
DOB:_____ Phone #:_____ Phone #:_____
E-mail:_____

Name:_____ Relationship:_____
Address:_____ City:_____ State:____ Zip:_____
DOB:_____ Phone #:_____ Phone #:_____
E-mail:_____

Please provide a list of specific allegations of misconduct

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Incident Summary

____ of ____

Sign Name:_____ Time:_____

Incident Summary

____ of ____

Sign Name:_____ Time:_____

Incident Summary

____ of ____

I swear or affirm that all information provided in this incident summary is the truth to the best of my knowledge and belief.

Sign Name:_____ Date:_____

Print Name:_____ Time:_____

Sworn to and subscribed before me by _____

On the _____ day of _____, 20_____.

_____

Peace Officer Notary

Acknowledgement and Endorsement

The City of Union Police Department is committed to maintaining the public's trust and accountability through competent and thorough investigations. If our employees act outside the scope of the departmental rules, regulations, policies, procedures, or state or federal civil and/or criminal law, and evidence of misconduct is determined, appropriate administrative or criminal processes will be implemented.

The City of Union Police Department has the responsibility to protect the rights of all persons within its jurisdiction. This includes protecting its officers and employees from false allegations of misconduct. In this context, complainants should be made aware of the following sections of the Ohio Revised Code:

- Section 2921.15(B) – No person shall knowingly file a complaint against a peace officer that alleges that the peace officer engaged in misconduct in the performance of the officer's duties if the person knows that the allegation is false.
- Section 2921.13(A)(3) – No person shall knowingly make a false statement, or knowingly swear or affirm the truth of a false statement previously made when any of the following apply:
    - (3) The statement is made with purpose to mislead a public official in performing the public official's official function.
- Section 2917.32(A)(3) – No person shall do any of the following:
    - (3) Report to any law enforcement agency an alleged offense or other incident within its concern, knowing that such offense did not occur.

These crimes are misdemeanors of the first degree punishable upon conviction by a fine not more than $1,000 and/or imprisonment not more than 6 months.

I acknowledge this form is a complaint in compliance with ORC 2921.15(B).

I swear or affirm that all information provided in this formal officer complaint is the truth to the best of my knowledge and belief.

Sign Name:_____ Date:_____

Print Name:_____ Time:_____

Sworn to and subscribed before me by_____

On the _____ day of _____, 20_____.

_____

Peace Officer Notary