



COMPLAINT FORM

Given Name(s)	Middle Name	State
Name Phone Number	City	Gender



SOUTH FLORIDA COMPLAINT FORM GUIDE

A comprehensive directory for filing law enforcement complaints in Miami-Dade and Broward Counties

miamidade.gov/icp



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DISCLAIMER

The police complaint processes contained in this guide are for general information purposes only. The Miami-Dade County Independent Civilian Panel (ICP) makes no representation of its accuracy, validity or completeness and only reflects information either provided by the police department to the ICP or posted on the police department’s website as of December 2023.



ABOUT THE SOUTH FLORIDA COMPLAINT FORM GUIDE

As a part of its mission, the Miami-Dade County Independent Civilian Panel (ICP) has produced the South Florida Complaint Form Guide as a comprehensive listing of complaint processes from law enforcement entities in Miami-Dade County and Broward County. This public resource is designed to heighten transparency and accountability in law enforcement by providing information about filing a complaint against law enforcement in jurisdictions throughout both counties. Thus, this directory will guide civilians in understanding how to file a complaint with their local police department and will provide additional resources to assist them in the process.

The ICP launched this research project in Fall 2023 to make filing a police complaint in South Florida more transparent and information related to the complaint process more accessible to the general public. Each police department in Miami-Dade County and Broward County received an ICP questionnaire about their complaint process with a series of follow-up contacts. Contained in this guide is the response from each police department. For police departments that did not respond, the information in this guide reflects publicly available information on its website.

ABOUT MIAMI-DADE COUNTY INDEPENDENT CIVILIAN PANEL

The Miami-Dade County Independent Civilian Panel serves as an impartial and democratic mechanism for civilians to influence and guide Miami-Dade Police Department. The ICP investigates, reviews investigations, and conducts studies to analyze the department and improve its accountability, transparency, and responsiveness to the community it serves. The ICP issues public reports, makes recommendations, and helps to effectuate changes to training and policy on behalf of the civilians of Miami Dade County.

Miami-Dade County Independent Civilian Panel

5400 NW 22 Avenue, Building C, Suite 100, Miami, Florida 33142

Phone: (305) 349-7525 • ICP@miamidade.gov • www.miamidade.gov/ICP

LETTER FROM ICP



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This is the **South Florida Complaint Form Guide**. It was created to provide helpful information about how to file a police complaint. Transparency in the process of filing a complaint strengthens trust between police agencies and community. When we can see inside the police department and see them doing their best to take us seriously and be fair, we can trust them to be fair in all the things they do. Even the police will tell you – they can't do their jobs well without people's trust.

The Miami-Dade Independent Civilian Panel (ICP) exists to bring greater transparency, accountability, and fairness to the relationship between the police and community. The **South Florida Complaints Guide** is a tool people can use when they have concerns or compliments about their local police. If you have a bad interaction with police, believe someone's rights were violated, or believe an officer did an excellent job and want to make sure their good work is documented. You can use this guide to figure out how to make a complaint or commendation in any South Florida police department.

Accountability is another important concept that means being responsible for your actions. Police departments are expected to hold individual officers accountable for their actions and to be accountable to the community they serve. Civilians speaking up when they see individual officers or the department doing something wrong, is an important part of police accountability. Civilians' compliments to officers being part of promotions is also an important part of police accountability. Departments that do not make it clear to people that they can make complaints or commendations, be taken seriously, and face no recourse or retaliation have no way to be accountable to people. The ICP completed this project to make filing a complaint or commendation easier so that people can do their part in holding police accountable.

HOW TO USE THIS GUIDE

Miami-Dade ICP can take complaints about Miami-Dade Police Department. Should you contact the ICP about any other department, we will do our best to assist you.

The information contained in this document is not complete, as some police departments did not or refused to share information about their complaint processes for this publication. As a result, the information varies by police entity.

CONCLUSION

Thank you for using this guide. Doing so is evidence that you are a community leader, willing to work for transparency, accountability, and fairness. Complaints and commendations aren't just about punishment and reward for individual police officers. Your complaints and commendations, combined with others, provide information about departments as a whole. We are your partners and hope our work supports your leadership.

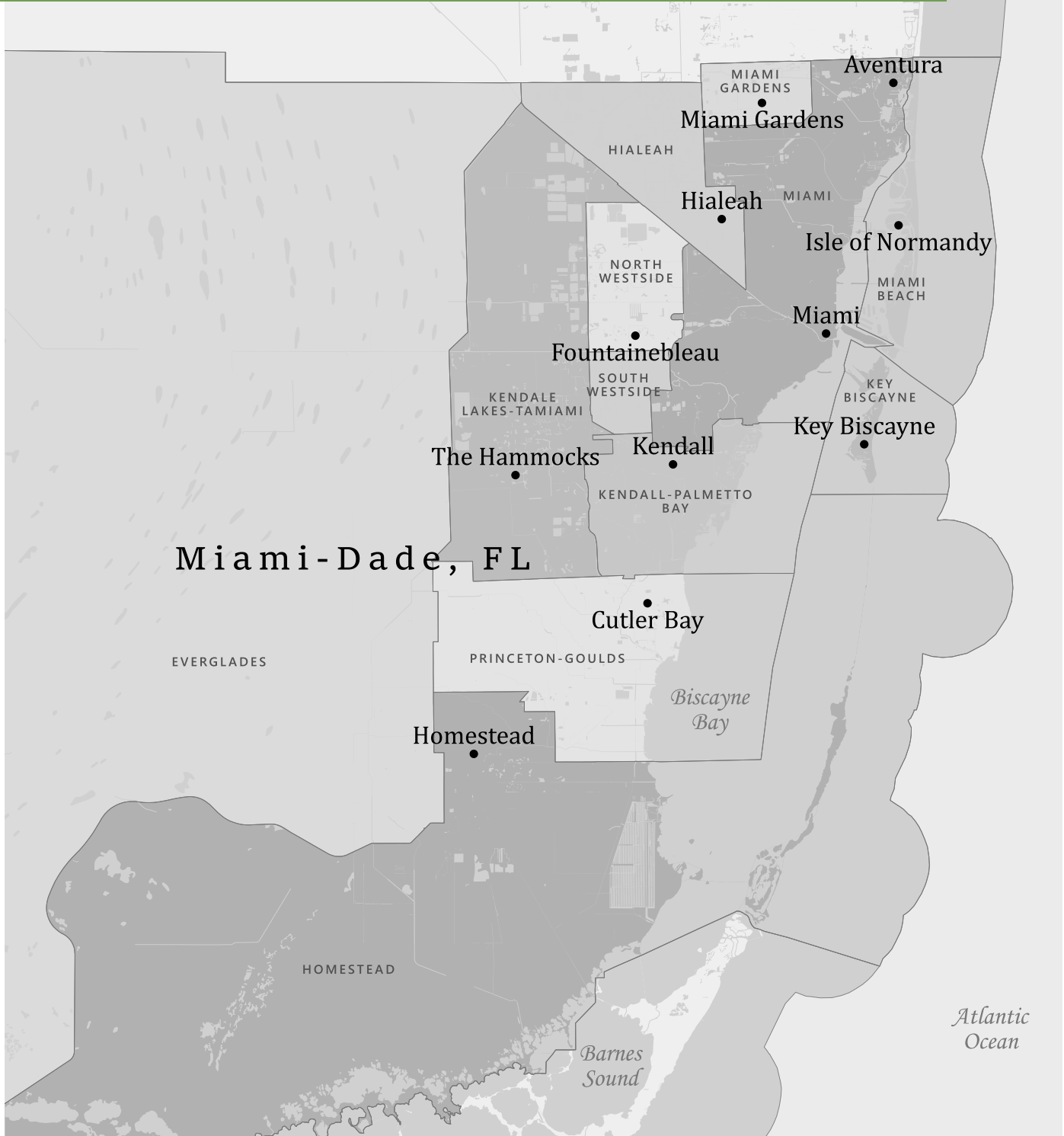
Sincerely,

Loreal A. Arscott, Esq.
Chairperson



COUNTY

MIAMI-DADE



AVENTURA POLICE DEPARTMENT

Police Department:	Aventura Police Department:
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<p><i>Fill out a complaint form which is available at:</i></p> <p><i>Police Station</i> <i>19200 W Country Club Drive</i> <i>Aventura, FL 33180</i></p> <p><i>Call the Police Department at 305-466-8989 and ask for the officer's direct supervisor.</i></p> <p><i>Fill out and complete the online Police Citizen Complaint Form.</i></p> <p><i>Write a letter detailing the incident and send it to:</i></p> <p><i>Aventura Police Department</i> <i>Internal Affairs Department</i> <i>19200 W Country Club Drive</i> <i>Aventura, FL 33180</i></p>
Is identification required to receive a complaint form?	<i>No.</i>

Police Department:	Aventura Police Department:
<p>How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?</p>	<p>Fill out a complaint form which is available at:</p> <p><i>Police Station</i> <i>19200 W Country Club Drive</i> <i>Aventura, FL 33180</i></p> <p><i>Call the Police Department at 305-466-8989 and ask for the officer's direct supervisor.</i></p> <p><i>Fill out and complete the online Police Citizen Complaint Form.</i></p> <p><i>Write a letter detailing the incident and send it to:</i></p> <p><i>Aventura Police Department</i> <i>Internal Affairs Department</i> <i>19200 W Country Club Drive</i> <i>Aventura, FL 33180</i></p>
<p>Are anonymous complaints accepted? If so, what is the process?</p>	<p>Yes.</p>
<p>Can all employees of the department accept complaints?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are complaint forms available in multiple languages?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are translation services available to assist members of the public file a complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Do complaint forms comply with ADA standards and best practices?</p>	<p>Yes.</p>

Police Department:	Aventura Police Department:
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Fill out a complaint form which is available at:</i></p> <p><i>Police Station</i> <i>19200 W Country Club Drive</i> <i>Aventura, FL 33180</i></p> <p><i>Call the Police Department at 305-466-8989 and ask for the officer's direct supervisor.</i></p> <p><i>Fill out and complete the online Police Citizen Complaint Form.</i></p> <p><i>Write a letter detailing the incident and send it to:</i></p> <p><i>Aventura Police Department</i> <i>Internal Affairs Department</i> <i>19200 W Country Club Drive</i> <i>Aventura, FL 33180</i></p>
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p><i>No.</i></p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p><i>No.</i></p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints investigated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Aventura Police Department:
Who reviews and/or investigates complaints?	<p><i>The Internal Affairs Unit reports directly to the Chief of Police and is responsible for receiving, processing, and assigning allegations of agency employee misconduct. Complaints such as discourtesy, harassment, or lesser allegations are generally investigated by the involved employee's supervisor. Serious allegations such as corruption, official misconduct, or those that are criminal in nature, are investigated by the Internal Affairs Investigators. When a complaint is filed, a careful review process occurs to ensure the matter is thoroughly investigated and the rights of the citizens and officers are protected. It is the goal of the Internal Affairs Unit to maintain community trust in our officers. This is accomplished through comprehensive and detailed investigations.</i></p>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
What happens when an investigation is initiated?	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
Are all complaints given a case number?	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
What notifications will the complainant receive throughout the process? 30-day status reports?	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
What happens when an investigation is concluded?	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Aventura Police Department:
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the person(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>



Employee 2

Name	Position	ID Number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Citizen Complaint Form Against Employee

Aventura Police Case or Citation Number	Date of Incident	Time of Incident
<input type="text"/>	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="hh:mm am/pm"/>

Location of Incident

Address

City	State	Zip Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Conduct Allegation	Name of Person Making Complaint
<input type="text"/>	<input type="text"/>

Contact Information

Address

City	State	Zip Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Phone Number	Alternate Phone Number
<input type="text"/>	<input type="text"/>

Witness to Incident

Witness to Incident: If there is more than one witness, please include their names and contact info into the explanation field.

Address

City	State	Zip Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Phone Number	Alternate Phone Number
<input type="text"/>	<input type="text"/>

Employees Involved

Employee 1

Name	Position	ID Number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Employees Involved

Employee 2

Name	Position	ID Number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Specifics of Complaint

You will be contacted by mail regarding this submission within 48 business hours. Call Internal Affairs to verify receipt of your submission at 305-466-8989, ext. 8147.

Staff Use Only

Received by <input type="text"/>	Date Received <input type="text" value="mm/dd/yyyy"/>	Assigned to for Investigation <input type="text"/>
Date Due Back <input type="text"/>	Assigned by <input type="text"/>	Date Assigned <input type="text"/>

The assigned investigator/supervisor is required to send a weekly update of the status of the investigations to I.A. Extensions beyond the due date must be approved by the appropriate Division Commander.

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Receive an email copy of this form.

Email address

This field is not part of the form submission.

Submit

[▲ Back to top](#)

CUSTODIAN OF PUBLIC RECORDS, Elisa L. Horvath, MMC, City Clerk

19200 W Country Club Drive, Aventura, FL 33180, [Email Elisa L. Horvath](#) Phone: [305-466-8901](#) Fax: 305-466-8919

"Our mission is to join within our community to make Aventura a city of the highest quality and a city of excellence. We do this by providing responsive, cost-effective and innovative local government services."

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

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BAL HARBOUR POLICE DEPARTMENT

Police Department:	Bal Harbour Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Bal Harbour Police Department
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards & best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Bal Harbour Police Department
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What evidence does the department use in completing their investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Bal Harbour Police Department
<p>What happens to a department employee if the person(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

BISCAYNE PARK POLICE DEPARTMENT

Police Department:	Biscayne Park Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Biscayne Park Police Department
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Biscayne Park Police Department
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complainant? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the person(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Biscayne Park Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

CITY OF MIAMI

POLICE DEPARTMENT

Police Department:	City of Miami Police Department
<p>Please provide a copy of the Complaint form.</p>	<p><i>The City of Miami Police Department's Complaint form has different formats. In person (attached), Online (website: www.miami-police.org (Internal Affairs Complain Tab), directly via any police Supervisor (the Supervisor will fill out the Complaint form electronically), and via phone directly with Internal Affairs.</i></p>
<p>Are Complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?</p>	<p><i>Complaint Forms are easily accessible. The City of Miami Police Department's Complaint form has different formats. In person (attached), Online (website: www.miami-police.org (Internal Affairs Complain Tab), directly via any police Supervisor (the Supervisor will fill out the Complaint form electronically), and via phone directly with Internal Affairs.</i></p> <p><i>The City of Miami's Civil Investigative Panel (CIP) is the name of their civilian oversight entity. Complainants can file complaints directly with the CIP. The CIP forwards Complaints to Internal Affairs within 3-days per their agreement.</i></p>
<p>Is identification required to receive a Complaint form?</p>	<p><i>No, the Complainant may remain anonymous.</i></p>
<p>How are Complaint forms received? In-Person? Mail? Fax? Online? E-Mail?</p>	<p><i>The City of Miami Police Department's Complaint form has different formats. In person (attached), Online (website: www.miami-police.org (Internal Affairs Complain Tab), directly via any police Supervisor (the Supervisor will fill out the Complaint form electronically), and via phone directly with Internal Affairs.</i></p>
<p>Are anonymous Complaints accepted? If so, what is the process?</p>	<p><i>Yes, anonymous Complaints are accepted and will be handled as any other Complaint.</i></p>

Police Department:	City of Miami Police Department
Can all employees of the Department accept Complaints?	<i>The City of Miami Police Department's Policy directs Supervisors of the City of Miami Police Department to accept Complaints.</i>
Are Complaint forms available in multiple languages?	<i>Yes, English, Spanish, and Creole.</i>
Are translation services available to assist members of the public file a Complaint?	<i>The City of Miami Police Department Internal Affairs Section is comprised of multicultural personnel. As such, they can communicate with English, Spanish, and Creole speakers. If the Complainant speaks a different language, they will utilize translation services.</i>
Do Complaint forms comply with ADA standards & best practices?	<i>The City of Miami Police Department's form is web based and easy to use with a logical flow. The form is keyboard accessible, so users can tab through fields. The form provides instructions to help users understand how to fill them out.</i>
How does the Complaint process begin? Complainant submitting a written Complaint? Are verbal Complaints accepted?	<i>Yes, both verbal (phone or in-person) and written Complaints are accepted.</i>
Do Complaint forms require a signature under the penalty of perjury?	<i>Yes.</i>
Are Complainants and witnesses required to be Mirandized before submitting a formal Complaint?	<i>No.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>No.</i>
Is there a risk in making a Complaint against a Department employee?	<i>No.</i>

Police Department:	City of Miami Police Department
Are all Complaints investigated?	<i>All Complaints that meet the criteria for investigation will be investigated and classified based on the type of Complaint. Complaints that are civil matters or that arise out of traffic summons for example, will not be investigated but referred to the appropriate courts.</i>
What kind of evidence would be helpful to the Police Department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Everything is valuable and can be provided to the City of Miami Police Department in person, online, e-mail, and/or mail.</i>
Who reviews and/or investigates Complaints?	<i>The Complaint is first reviewed by the City of Miami Police Department's intake Officers and submitted up the chain up to the Major of the Section. It then will be assigned to the City of Miami Police Department's general investigative Detectives and Sergeants for a thorough in-depth investigation.</i>
What evidence does the Department use in completing their investigation? Interviews of officers? Interviews of witnesses? Interviews of Complaint? Body-Worn Video footage? Recordings from the incident location?	<i>The City of Miami Police Department's Internal Affairs Section uses all available evidence that can help determine the outcome of each allegation. Pursuant to FL Statute 112 they are required to provide all evidence gathered (documents, pictures, radio transmission, Body Worn Camera footage, statements etc.) to the principal Officer of the investigation before obtaining a statement from the complainant.</i>
What happens when an investigation is initiated?	<i>The Complaint is reviewed by the City of Miami Police Department's intake Officers and then will be assigned to their general investigative Detectives and Sergeants for a thorough in-depth investigation.</i>
Are all Complaints given a case number?	<i>Yes, all Complaints are given a case number.</i>

Police Department:	City of Miami Police Department
<p>What notifications will the Complainant receive throughout the process? 30-day status reports?</p> <p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>The Complainant receives an initial letter of receipt, a 10-day letter if the City of Miami Police Department is attempting to contact them, a 30-day status letter, and a completion letter advising the outcome of the investigation.</i></p> <p><i>Potential Outcomes include Information Only, Non-Complaint, Mediation, Sustained, Not Sustained, Exonerated & Unsupported.</i></p> <p><i>If the investigation is Sustained – a Disciplinary Action Form will be completed and forwarded to the Disciplinary Review Panel to recommend corrective action.</i></p> <p><i>Depending on the recommended discipline, the Officer has the option to request a Departmental Disciplinary Review Board (DDRB) hearing & after the discipline is imposed, Arbitration and Civil Service Hearings are options.</i></p> <p><i>Mediation is scheduled if all parties agree.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Upon completion of an investigation, the case is reviewed by the Major of the section for final closeout, Discipline (if applicable) is forwarded to a Disciplinary Review Panel to recommend discipline, the case is placed in the Officer Internal Affairs Profile with the outcome, and the case is forwarded to the Civilian Investigative Panel for oversight.</i></p>
<p>Will a final report be issued in response to the Complaint? Format? Will the complainant receive a copy?</p>	<p><i>An investigative Summary will be completed detailing the investigation. A letter will be sent to the Complainant of the outcome. The complainant may make a public records request pursuant to Florida Statute 119 to obtain a full copy of the investigation.</i></p>

Police Department:	City of Miami Police Department
<p>What happens to a Department employee if they are found to have acted improperly?</p>	<p><i>The Disciplinary Review Panel will recommend discipline to include, Remedial Training, Record of Formal Counseling, Reprimand (with or without suspension), demotion or termination.</i></p>
<p>What happens if the Complaint cannot be proven or is not true?</p>	<p><i>The case will be closed out as Not Sustained or Exonerated and be placed in the Officer's Internal Affairs Profile</i></p>
<p>What options exist if the Complainant is not satisfied with the outcome of the Complaint?</p>	<p><i>The Complainant may submit a rebuttal and provide new or additional information that was not obtained during the investigation and was not readily accessible to the investigator during the initial investigation. Internal Affairs will then review that new information and will reopen the case if that information would or can change the outcome of the initial investigation.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do Complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>All case file documents are open to public record requests except for documents/videos that are exempt under Chapter 119. Each case file is reviewed prior to providing any requests. Any personal information (social security number, DL number, police home address), medical, police photos, CCTV, etc. are exempt under Chapter 119.</i></p>
<p>What is the average timeframe of a Complaint investigation from filing to conclusion?</p>	<p><i>The case may take up to 180 days. Some cases may take longer due to a pending criminal investigation, officer(s) out on military leave, a declared State of Emergency, etc.</i></p>



Internal Affairs Section Intake Form
Citizen Complaint Against Police Employee
 Queja/Denuncia Registrada Por Un Ciudadano Contra un Empleado de la Policia
 Si Ou Bezwen Pote Plent Kont Yon Ofisie Poilice, Men Ki Fom pou Ranpli



Name of Complainant: _____
 Nombre del Denunciante Non moun kap poté plent la

Home Address: _____ **Email:** _____
 Dirección de su domicilio Adrés Correo Electronico Imel Imel

City: _____ **State:** _____ **Phone Number(s):** _____
 Ciudad Vil Estado Leta Número Telefónico Telefon

Place/Address of Employment: _____
 Lugar/Dirección de empleo Non-ou é Adrés Travay ou

City: _____ **State:** _____ **Phone Number(s):** _____
 Ciudad Vil Estado Leta Número Telefónico Telefon

Date of Birth: _____ **Age:** _____ **Gender:** _____ **Race:** _____ **Ethnicity:** _____
 Fecha de Nacimiento Edad Género Raza Grupo étnico
 Dat Ou Fèt Laj ou Sex Ras

Date and Time of the Event You Are Filing the Complaint About: _____
 Fecha y Hora del incidente del cual usted se queja Ki Dat Ke Pwoblem TE Rive

Name and Badge Number of the Employee(s) You are Complaining About (if available): _____
 Nombre y número de chapa del empleado del cual usted se queja Non Ak Nimero Badj Ofisie Polis Saa

Vehicle Number of the Police Vehicle Involved (if available): _____
 Número del vehículo del policía involucrado (si está disponible) Nimero Machin;n Ofisie Polis La Si ou Genyen Li

Please List Names, Addresses and Phone Numbers of Any Witnesses: _____
 Nombre, Dirección y Número Telefónico de Testigos Non , Adrés Ak Telefon Tout Temwen Ki TE La Pandan Ensidanán

Statement of Perjury Declaración de Perjurio Toujou Di Verite Pandan Deklarasyon Sa Yo **F.S.S.837.02 (1)**

Whoever makes a false statement, which he or she does not believe to be true, under oath in an official proceeding in regard to any material matter, commits a felony of the third degree.

El individuo que de una declaración falsa, la cual él o ella reconozca como una que no es verdadera, y esté bajo juramento durante un procedimiento oficial, está cometiendo una felonía del tercer grado.

La Lwa Di ke li ilegal pou bay manti. Si ou konnen ke wap bay manti oswa deklarasyon ke ou bay la pa bon ou kapab gen pwoblem avek la lwa e yo kabab arete ou

Signature of Complainant
 Firma del Denunciante Signati Victim lan

Date/Time
 Fecha/Hora Dat epi ki le

Signature of Witness
 Firma del Testigo Signati Temwen yo

5040 N.W. 7 Street, 9th floor
 Miami, FL 33126

RF #2017-5

Phone: 305-835-2000
 Fax : 305-835-2040

DEPARTAMENTO DE LA POLICIA DE MIAMI

Distrito Norte
1000 N.W. 62 St.
Miami, FL
(305) 795-2300

Distrito Central
400 N.W. 2nd Ave.
Miami, FL
(305) 603-6635

Distrito Sur
2200 West Flagler St.
Miami, FL
(305) 643-7160

Proceso de Investigación de Queja/Denuncia

Un ciudadano puede registrar su denuncia por correo, teléfono, o en persona visitando una de las sucursales listadas en este formulario. La queja/denuncia puede ser tomada por cualquier supervisor de la policía, presentada directamente a la División de Asuntos Internos, o hecha al Panel de Investigación Civil. Toda denuncia registrada contra un empleado del Departamento de la Policía es investigada y documentada. El resumen anual estadístico de todas las investigaciones llevadas a cabo por Asuntos Internos está disponible al público en la oficina de la División de Asuntos Internos.

Una vez recibida la queja/denuncia, es enviada a la División de Asuntos Internos donde se procesa y se clasifica. Después de ser clasificada, la queja/denuncia es enviada a la división que le corresponda para su debida investigación. La División de Asuntos Internos monitoreará todas las investigaciones. Si se alega un crimen, se consultará con la Fiscalía Estatal de Miami-Dade la cual determinará si deben presentarse cargos criminales. Usted será notificado por correo certificado sobre quién será responsable por dicha investigación.

Durante el curso de la investigación, se tomarán sus testimonios, al igual que los de testigo/s y del empleado/s en cuestión. Toda pista razonable será investigada. Además, toda investigación que involucre a un empleado se mantendrá confidencial hasta su debida conclusión. Ningún participante, incluyendo el que presenta la queja/denuncia, el empleado siendo investigado, investigadores, ni testigos divulgarán información sobre la investigación hasta su conclusión. La complejidad del caso determinará el tiempo que será necesario para concluir la investigación (días, semanas, o meses). Una vez concluida, se le notificará los resultados de la investigación por correo certificado. Hay cinco resultados posibles:

Caso Absuelto: La investigación demuestra claramente y objetivamente que la queja/denuncia alegada no ocurrió;

la investigación demuestra claramente y objetivamente que la queja/denuncia no constituye una violación de los reglamentos, mandatos o leyes y se determina que el empleado/s es exonerado.

la investigación demuestra claramente y objetivamente que el empleado/s usó la fuerza necesaria de acuerdo a los reglamentos, mandatos y leyes y se determina que su acción es justificada.

Inconcluso: La investigación no presenta claramente ni objetivamente que la queja/denuncia alegada realmente ocurrió, y la investigación no presenta claramente ni objetivamente que la queja/denuncia alegada no ocurrió.

Sustanciado: La investigación demuestra claramente y objetivamente que la queja/denuncia alegada constituye una violación de reglamentos, mandatos y/o leyes.

Carece de Información: Una queja/denuncia ha sido registrada. No se puede proceder con una investigación debido a que no hay suficiente información o la persona que presenta la queja/denuncia no puede ser contactada. El caso pudiese ser reabierto más adelante cuando nueva información o datos adicionales sean obtenidos.

Retirado: La persona que presenta la queja/denuncia decidió retirarla.

Si el resultado es que un empleado ha actuado de forma indebida, se tomará la acción disciplinaria que corresponda. Aún cuando no podamos garantizar que quedará satisfecho con el resultado, sí le aseguramos que su queja/denuncia será investigada a fondo. Si tiene alguna pregunta, por favor sírvase comunicarse con la División de Asuntos Internos llamando al (305) 835-2000.

Asuntos Internos
5040 NW 7th Street 9th FL
Miami, FL 33126
(305) 835-2000

Panel de Investigación Civil
970 SW 1st Street, #305
Miami, FL 33130
(305) 960-4950

CITY OF MIAMI POLICE DEPARTMENT

North District
1000 NW 62 Street
Miami, FL 33150
(305) 795-2300

Central District
400 NW 2 Avenue
Miami, FL 33128
(305) 603-6640

South District
2200 Flagler Street
Miami, FL 33135
(305) 643-7160

Grapeland Heights
1701 NW 30 Avenue
Miami, FL 33125
(305) 603-6500

THE COMPLAINT INVESTIGATION PROCESS

A citizen can file a formal complaint by letter, telephone, or in person at any of the listed locations. The complaint can be taken by any police supervisor, made directly to the Internal Affairs Section, or made to the Civilian Investigative Panel (CIP). All complaints against employees of the Miami Police Department are investigated and/or documented. An annual statistical summary of all Internal Affairs investigations is available to the public in the Internal Affairs office.

Once the complaint is received, it will be forwarded to the Internal Affairs Section where it will be processed and classified. Once classified, the complaint will be forwarded to the appropriated division for investigation. The Internal Affairs Section will monitor all investigations. If a crime has been alleged, the Miami-Dade State Attorney's Office will be contacted to determine if criminal charges should be filed. You will be notified via certified letter who will be responsible for the investigation.

During the investigation, statements will be taken from you, the witness(es), and the subject employee(s). All reasonable leads will be investigated. Employee investigations remain confidential until finalized. No participant including complainants, investigated employees, investigators, or witnesses will disclose any information regarding the investigation until conclusion of the investigation. The complexity of the case will determine the amount of time needed to complete the investigation (days, weeks, or months).

Once the investigation is completed, you will be notified via certified letter as to the result of the investigation. There are five possible findings:

Exonerated - The investigation clearly and factually shows that the alleged complaint(s) did not occur;

Or the investigation clearly and factually shows that the alleged complaint(s) did not constitute any violation of policy, orders, or laws and the employee(s) are exonerated;

Or the investigation clearly and factually shows that the employee(s) used necessary force in accordance with policy, orders, and law and their action(s) are justified.

Not Sustained - The investigation cannot clearly and factually show that the alleged complaint(s) occurred, and the investigation cannot clearly and factually show that the alleged complaint(s) did not occur.

Sustained - The investigation clearly and factually shows that the alleged complaint(s) constitute violations of policy, orders, and/or law.

Unsupported - A complaint has been filed. An investigation cannot proceed due to insufficient information, and/or the complainant cannot be contacted. The case may be reopened at a future date, when new or additional information is received.

Withdrawn - Complainant voluntarily elected to withdraw his/her complaint.

If an employee is found to have acted improperly, the appropriate disciplinary action will be taken. Although we cannot guarantee that you will be satisfied with the outcome, we do guarantee that your inquiry/complaint will be thoroughly investigated. Should you have any questions, please contact the Internal Affairs Section at (305) 835-2000.

Internal Affairs
5040 NW 7 Street, 9th floor
Miami, FL 33126
(305) 835-2000

Civilian Investigative Panel (CIP)
970 SW 1 Street, Suite 305
Miami, FL 33130
(305) 960-4956

MIAMI POLICE DEPARTMENT
INTERNAL AFFAIRS SECTION
CITY OF MIAMI, FLORIDA

COMPLAINT FORM

I.A. Case No. _____
(For I.A. use only)

COMPLAINT RECEIVED:

DATE: 09/23/20 TIME: _____ SOURCE: _____ Walk-in X Patrol 121 _____ E-Mail _____ Other _____

PREPARED BY: PIN # 41309 NAME Detective Finlay E. Duclos

COMPLAINANT _____ RACE/ETHNICITY _____ SEX _____

DOB _____ RES _____ CITY _____ STATE FL ZIP _____

PHONE RES # _____ EMAIL _____ ARRESTED _____ INC. # _____

INC. LOCATION _____ NET AREA _____ INC. DATE _____ INC. TIME _____

WITNESS 1 _____ ADDRESS _____ PHONE _____

WITNESS 2 _____ ADDRESS _____ PHONE _____

PERSONNEL INVOLVED

1. PIN# _____ NAME _____ RANK _____ R/E _____ SEX _____ ASGMT _____

2. PIN# _____ NAME _____ RANK _____ R/E _____ SEX _____ ASGMT _____

3. PIN# _____ NAME _____ RANK _____ R/E _____ SEX _____ ASGMT _____

4. PIN# _____ NAME _____ RANK _____ R/E _____ SEX _____ ASGMT _____

* R/E See Race/ Ethnicity Legend on back page.

**CASE ASSIGNMENT
(FOR I.A. USE ONLY)**

ASSIGNED TO: _____ REPLY FORMAT _____

DATE ASSIGNED: _____ DATE DUE: _____ ASSIGNED BY: _____

ALLEGATION: _____ PIN# _____ PIN# _____ PIN# _____ PIN# _____

ALLEGATION: _____ PIN# _____ PIN# _____ PIN# _____ PIN# _____

ALLEGATION: _____ PIN# _____ PIN# _____ PIN# _____ PIN# _____

RESULTS OF INVESTIGATION (see item #2 on reverse side)

PIN# _____ ALLEGATION _____ FINDINGS _____

PIN# _____ ALLEGATION _____ FINDINGS _____

PIN# _____ ALLEGATION _____ FINDINGS _____

PIN# _____ ALLEGATION _____ FINDINGS _____

DISCIPLINARY ACTION RECOMMENDED (see item #3 on reverse side)

PIN# _____ PIN# _____

PIN# _____ PIN# _____

COMPLAINT INVESTIGATED BY

PIN# _____ NAME: _____ DATE: _____

COMMANDING OFFICER REVIEW

PIN# _____ NAME: _____ DATE: _____

COMPLAINT NARRATIVE

Departmental Order 2, Chapter 1, Section 1.4.1.1 requires a Complaint Investigation Process pamphlet/description sheet to be provided to the complainant.

Detective Finlay E. Duclos #41309

September 23, 2020

Print and Sign, PIN# and Date

Once this complaint is received for investigation the following instructions shall be followed:

1. Follow format in Departmental Order 2, Chapter 2, Section 2.5 when investigating the complaint.
2. Address all Employees and all allegations with an indication of findings in the results of investigation section using the following **Categories: exonerated; not sustained; sustained, unsupported; or withdrawn.**
Note: The category of **information only** will only be used by the Internal Affairs Section.
3. When a finding of Sustained is determined, use the following terms: Record of Formal Counseling; Reprimand only; Reprimand and Earned Time Forfeiture; Reprimand and Suspension from Duty without pay; Reprimand and Termination from Employment
4. Race Background Legend: C (White) – B (Black) – X (Asian) O (Other)
Ethnicity Background Legend: A (American) - S (Hispanic) – H (Haitian) - O (Other)



CITY OF MIAMI POLICE DEPARTMENT
COMPLAINT WITHDRAW FORM

On _____, I _____ (DOB _____)
of _____, registered a complaint against _____
who is an employee of the City of Miami Police Department, assigned to _____
_____.

At this time, it is my wish not to pursue or follow up with this complaint. Therefore, I
am, without duress and of my own free will, hereby formally **withdrawing** my complaint
against the aforementioned City of Miami employee.

COMPLAINANT

Print Name

Complainant Signature

WITNESS

Print Name

Witness Signature

INVESTIGATOR

Print Name/PIN

Investigator Signature

CORAL GABLES POLICE DEPARTMENT

Police Department:	Coral Gables Police Department
Please provide a copy of the complaint form.	N/A
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	No
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>All complaints will be accepted by the Internal Affairs Section and can be received in person, by letter, by telephone or by email.</i>
Are anonymous complaints accepted? If so, what is the process?	Yes
Can all employees of the department accept complaints?	<i>You may at any time speak with a supervisor to initiate a complaint on any employee of the police department.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available on the acceptance of verbal complaints. However, written complaints can be filed at the police station or mailed to the police station or directly to Internal Affairs.</i>

Police Department:	Coral Gables Police Department
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Yes, all complaints against employees are investigated provided the complaint contains sufficient factual data to warrant an investigation.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Internal Affairs investigates the complaints. Upon completion, the case is reviewed and a disposition is made by the Office of the Chief.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Statements are taken from the complainant, all witnesses, and the subject employee(s).</i>
What happens when an investigation is initiated?	<i>When received, the complaint is classified and assigned to an investigator of supervisory rank.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Coral Gables Police Department
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Sustained, Not Sustained, Exonerated, Unfounded, or Policy Failure</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Both the complainant and the employee are notified and encouraged to contact the Internal Affairs Section to discuss the findings.</i>
What happens to a department employee if the person(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Yes, under Florida's Public Records Law, all completed cases become public record and are available for inspection during normal business hours.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Typically, a case can take from 45 days to a maximum of 180 calendar days, although some investigations are more complex and may take longer.</i>

“Protecting Our City Beautiful”

Questions & Answers

- Q. Are all complaints investigated?**
- A.** Yes, all complaints against employees are investigated provided the complaint contains sufficient factual data to warrant an investigation.
- Q. What happens to my complaint?**
- A.** When received, the complaint is classified and assigned to an investigator of supervisory rank. Statements are taken from the complainant, all witnesses, and the subject employee(s). Upon completion, the case is reviewed and a disposition is made by the Office of the Chief.
- Q. How long will it take to resolve my complaint?**
- A.** Typically, a case can take from 45 days to a maximum of 180 calendar days, although some investigations are more complex and may take longer.
- Q. Will I be notified of the findings?**
- A.** Yes, both the complainant and the employee are notified and encouraged to contact the Internal Affairs Section to discuss the findings.
- Q. Will I be able to see the completed case?**
- A.** Yes, under Florida's Public Records Law, all completed cases become public record and are available for inspection during normal business hours.
- Q. Do other agencies investigate police misconduct?**
- A.** Yes, the State Attorney's Office and Florida Department of Law Enforcement reviews all cases involving alleged criminal misconduct. The FBI and the U.S. Attorney's Office review allegations of civil rights violations.

Coral Gables Police Department



Coral Gables Police Department
Internal Affairs Section



301 Altrara Avenue, Suite 120
Coral Gables, FL 33146

Phone: (305) 460-5450

Fax: (305) 460-5493

E-mail: internalaffairs@coralgables.com

For after hours and emergencies
Contact (305) 442-1600

Internal Affairs Section

Coral Gables Police Department Mission Statement

“To provide police services with honor and excellence in partnership with the people we serve.”

Complaint Intake Process

Coral Gables Police Department

Mission

The Coral Gables Police Department is recognized as one of the finest law enforcement agencies in the nation. We are proud of the high quality of service we provide to the residents and visitors of Coral Gables. To maintain this well deserved reputation, we must strive for excellence. It is essential that all allegations of police misconduct are investigated thoroughly and objectively. This will assure the public that official misconduct will not be tolerated, and at the same time will provide a process whereby unjustly accused officers can be vindicated. The responsibility and authority for these investigations fall within the Coral Gables



Police Department and are vested in the Office of the Chief of Police, Internal Affairs Section.

Complaint Process

All complaints will be accepted by the Internal Affairs Section and can be received in person, by letter, by telephone, or by e-mail. Anonymous complaints are also accepted.

You may contact the Coral Gables Police Internal Affairs Section at 305-460-5450 during normal business hours (8:00 am to 4:00 pm Monday thru Friday) or the main Police Department number at 305-442-1600 (24 hours a day). At any time you can request to speak with a Supervisor in order to initiate a complaint on any member of the Police Department.

If you prefer to mail your complaint, send it directly to the Internal Affairs Section or the Coral Gables Police Department.

Upon receipt of the complaint, you will be contacted by the Internal Affairs Section and/or a Supervisor. At that time you will be requested to provide a sworn statement(s), produce any evidence of the allegations, and/or discuss the complaint in detail.



Following a thorough and impartial investigation, a disposition will be rendered based on all available factual information. Upon completion of the investigation you will be contacted and have an opportunity to discuss the disposition of the complaint.

Internal Affairs Section

305-460-5450
internalaffairs@coralgables.com

CUTLER BAY POLICE DEPARTMENT

Police Department:	Cutler Bay Police Department
<p>Please provide a copy of the complaint Form.</p>	<p><i>Attached.</i></p> <p><i>MDPD Professional Compliance Bureau (PCB)'s pamphlet is available in English, Spanish and Creole. The pamphlet provides: (a.) Telephone Contact Numbers; (b.) Overview of the Early Identification System; (c.) Director's Message; (d.) Overview of Complaints; (e.) Frequently Asked Questions & Answers; and (f.) Complaint Form.</i></p>
<p>Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?</p>	<p><i>The MDPD PCB's Pamphlet contains a complaint form. The pamphlets are available at every MDPD facility and digital copies are found online at www.miamidade.gov/global/police.</i></p> <p><i>MDPD advised that it is in the process of developing an on-line digital complaint form, which can be submitted electronically via the MDPD's website.</i></p>
<p>Is identification required to receive a complaint form?</p>	<p><i>No.</i></p>
<p>How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?</p>	<p><i>Complaint forms are received in person, by mail, fax, or by e-mail.</i></p>
<p>Are anonymous complaints accepted? If so, what is the process?</p>	<p><i>The MDPD accepts anonymous complaints, which may be received in person, by telephone, mail, fax, or e-mail.</i></p>

Police Department:	Cutler Bay Police Department
<p>Can all employees of the department accept complaints?</p>	<p><i>A complaint will be recorded by a MDPD supervisor who will determine the urgency for follow-up action. If the concerned employee's supervisor is available at the time the complaint is received, the supervisor will personally respond and receive the information from the complainant. If the concerned employee's supervisor is not available, any supervisor within that employee's element will respond and record the complainant's information. If a supervisor is not available to record the complaint, any supervisor may authorize a non-supervisory employee to record the complaint. If a non-supervisory employee records the complaint, a supervisor will review the complaint to determine the urgency for follow-up action.</i></p>
<p>Are complaint forms available in multiple languages?</p>	<p><i>MDPD PCB pamphlets/complaint forms are available in English, Spanish, and Creole.</i></p>
<p>Are translation services available to assist members of the public file a complaint?</p>	<p><i>Supervisors have access to translation services to assist them with the receipt/processing of complaints, when necessary. The MDPD utilizes either staff personnel for translations or the services of a contracted translator vendor.</i></p>
<p>Do complaint forms comply with ADA standards and best practices?</p>	<p><i>MDPD PCB's pamphlets/complaint forms are ADA compliant. The pamphlets/complaint form follows best practices (it lists all the contact information for PCB and includes e-mail addresses). Additionally, the pamphlet contains Frequently Asked Questions and Answers.</i></p>
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Complaints may be received in person, by telephone, mail, fax, or e-mail. Verbal complaints are accepted.</i></p>

Police Department:	Cutler Bay Police Department
Do complaint forms require a signature under the penalty of perjury?	<i>The PCB pamphlet/complaint form does not require a signature. The Preliminary complaint form completed by a supervisor or authorized designee provides a section for the complainant to sign acknowledging the complaint the complainant is reporting; however, it is not required for the complainant to sign.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	No.
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>A complainant may bring a representative or counsel to be present during an interview to provide comfort and emotional support; however, if the representative or counsel interfere with the interview they will be asked to leave, and the complainant will be offered an MDPD victim advocate. The MDPD utilizes either staff personnel for translations or the services of a contracted translator vendor.</i>
Is there a risk in making a complaint against a department employee?	<i>The MDPD reports there is no risk, from making a complaint against an employee. All investigations are confidential and not subject to public records until officially closed.</i>
Are all complaints investigated?	<i>All complaints are investigated to the appropriate level determined. Complaints which are received by the department are investigated. Investigations may be conducted by supervisors within the involved employee's entity of assignment or by the PCB, depending on the type/severity of the complaint.</i>

Police Department:	Cutler Bay Police Department
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Any kind of evidence is helpful to the MDPD. Evidence is collected via e-mail, in-person, mail, fax, and online.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>Depending on the severity of the complaint, it will either be investigated at the district/ bureau level by a supervisor or as a formal investigation by the PCB. This varies based on how the complaint is classified. Complaints which are minor in nature may be investigated and resolved at the district/ bureau level and at the discretion of the concerned commander. complaints which are received by the PCB will be investigated by a PCB supervisor and reviewed by PCB command staff to determine the appropriate method in which the complaint is handled (i.e., investigation to be conducted by the PCB/Internal Affairs Section or referral via Contact Report to the concerned employee's assigned district/bureau).</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>When completing a formal investigation, any and all evidence which is available for collection is obtained and utilized in the investigation. All parties involved are interviewed, to include departmental and non-departmental individuals. Body-worn camera footage of the incident is included in the investigative file, in addition to any other digital evidence located, to include any type of private video recordings.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>When an investigation is initiated by the PCB, all related evidence of the incident is collected, and all involved parties are interviewed. The investigation then follows the establish procedures to determine a disposition and then through a discipline process, if applicable.</i></p>

Police Department:	Cutler Bay Police Department
<p>Are all complaints given a case number?</p>	<p><i>All complaints received by PCB are issued a case number. However, if a complaint is received by a departmental district or bureau and are resolved without the involvement of the PCB, they are not assigned a case number.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>During a formal investigation conducted by the MDPD PCB, a Complainant is sent several certified status letters in the form of an Originating, Interim, and Final Letters.</i></p> <p><i>The MDPD's PCB is working with the MDPD's Police Legal Bureau to create a mechanism and corresponding policies and procedures to govern the notification of Complainants in instances where the complaint is investigated other than through a formal MDPD PCB investigation.</i></p> <p><i>If a complaint is resolved at the District/ Bureau level, it is generally resolved expeditiously, and Complainants are notified of the actions which will be taken to address their concerns upon receipt of the complaint; therefore, no further notifications/communications would be required. Complainants may also be notified of the outcome of their complaint by the means available to the investigating Supervisor, such as by phone or e-mail.</i></p>

Police Department:	Cutler Bay Police Department
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>There are many potential outcomes to any complaint depending on the type of investigation that is conducted, whether it is a Supervisory investigation or a formal PCB investigation. An employee can receive informal counseling, Record of Counseling, Written Reprimand, Suspension, Demotion, or Dismissal. The employee has the right to appeal a Written Reprimand and above. There is an appeal process, which depends on the level of discipline administered. Additionally, depending on the circumstances surrounding the complaint and the results of the investigation, the employee may face criminal charges prior to the conclusion of the administrative investigation. All criminal violations are reviewed by the Miami-Dade State Attorney's Office for a filing decision.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>The case file will be routed through the proper channels for disposition, review, and signature based on the type of investigation conducted. Depending on the disposition, discipline is administered, as necessary. The complaint disposition will be classified as Not Sustained, Exonerated, or Unfounded, depending on the facts of the investigation, and no discipline will be issued. Once the review process is completed the case file is returned to PCB for closure and storage, at which point it becomes a public record.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>The Complainant will be notified via certified letter that the investigation has been concluded with the disposition of the case. The letter outlines the process in which the Complainant can request a copy of the investigation. The Complainant may file a public records request to obtain a copy of their investigative case file.</i></p>

Police Department:	Cutler Bay Police Department
<p>What happens to a department employee if the person(s) is found to have acted improperly?</p>	<p><i>All sworn employees must have a Florida Department of Law Enforcement (FDLE) form Criminal Justice Standard Training Commission (CJSTC) 78 completed and added to the case file regardless of the disposition of the case. If allegations are sustained against employees, the employees Chain of Command will determine any discipline, if necessary, with advice from the Discipline Coordinator. Depending on the nature of the allegations as determined by FDLE, some files will be submitted to FDLE for review regarding the individuals State Certification. FDLE will decide if there is no further action required, suspension of the certification for a time determined by FDLE, or revocation of the certification.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>All complaints are memorialized in different formats depending on the allegations. If a complaint is disproven, it does not require further action; however, if it is not disproven or if it is proven, then it will follow the established procedure to determine a disposition and if appropriate the issuance of discipline.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>A Complainant may express their dissatisfaction with the outcome of an investigation; however, MDPD cannot open a new investigation into actions that have already been investigated, unless significant new evidence is discovered. Pursuant to Florida Statutes (FSS) § 112.532, investigations against officers must be completed within "180 days after the date the agency receives notice of the allegation or complaint." The statute allows for the reopening of an investigation for an additional 90 days if significant new evidence has been discovered.</i></p>

Police Department:	Cutler Bay Police Department
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>The entire case file, to include the summary, statements, and official records are considered public records once a case has been closed.</i></p> <p><i>Anyone, including a Complainant, can request any records through a public records request.</i></p> <p><i>The MDPD follows the guideline established by FSS § 119.071, General Exemptions from Inspection or Copying of Public Records, which list what information is exempt from public records.</i></p> <p><i>*The attachment provides a full list of all exempt information.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>The average case takes from 30 days to 6 months to complete once it is rendered administrative. Depending on the complexity of an investigation, the availability of witnesses, and the involvement of other agencies, such as the State Attorney's Office. Pursuant to FSS § 112.532, investigations against officers must be completed within "180 days after the date the agency receives notice of the allegation or complaint." The statute does list several circumstances in which a case can be tolled, thereby extending the completion deadline past 180 days.</i></p>

“Our complaint intake policies are those of MDPD, as we are an entity within MDPD.”

Early Identification System

The law enforcement profession requires a level of excellence which needs to be constantly monitored and reinforced in order to ensure the ongoing maintenance of high standards.

The Department has the responsibility to identify and assist employees that show symptoms of job stress and/or performance problems. For this purpose, the "Employee Profile" and "Early Identification System" were developed.

The Department maintains an Employee Profile for each employee. The profile contains a synopsis of every commendation, complaint, and use of force received. These profiles are reviewed by supervisors on a regular basis.

The Early Identification System was established to provide a systematic review of officers identified as having received two or more complaints and/or having been involved in three or more Use of Force incidents during a three-month period. The information is provided to the appropriate supervisors for review and corrective action if necessary.

Should you have a complaint against an employee of the Miami-Dade Police Department or would like to commend an employee, please contact the Professional Compliance Bureau at (305) 627-7100. For assistance during evening or weekend hours, your complaint or commendation will be accepted at any departmental facility.

Telephone Contact Numbers Miami-Dade Police Department



Professional Compliance Bureau

18805 N.W. 27 Avenue
Miami Gardens, FL 33056
Tel (305) 627-7100
Fax (305) 627-7130

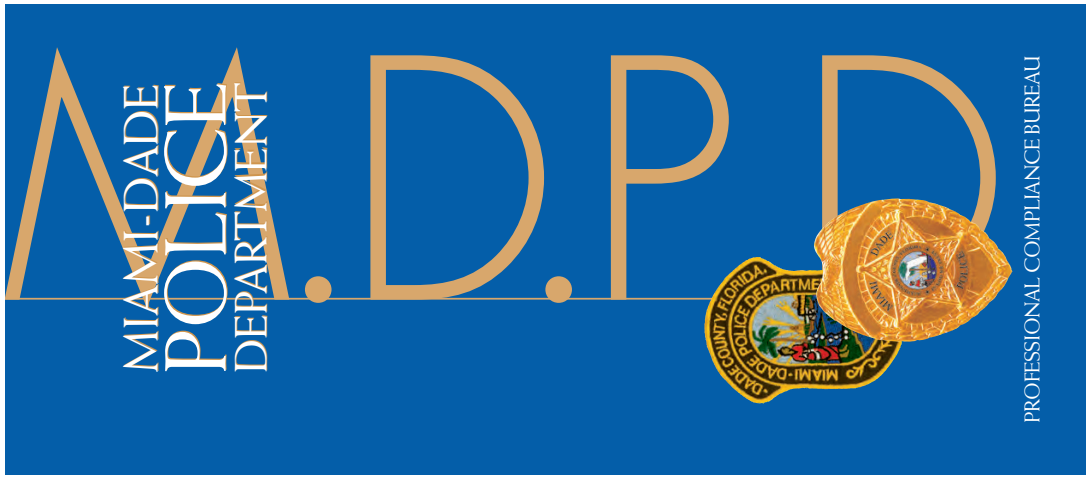
District Stations

Northwest Station 5975 Miami Lakes Dr. East (305) 698-1500	South Station 10800 S.W. 211 Street (305) 278-4300	Airport Station Miami International Airport Building#033 4200 S.W. 71 Street (305) 976-7773
Northside Station 799 N.W. 81 Street (305) 836-8001	Kendall Station 7707 S.W. 117 Ave. (305) 279-6929	Hammocks Station 10000 S.W. 142 Ave. (305) 385-6800
Midwest Station 9100 N.W. 25 Street (305) 471-2800	Innocent Station 15665 Biscayne Blvd. (305) 940-9980	

Municipal Cities

Town of Miami Lakes 6601 Main Street (305) 827-4020	Town of Cutler Bay 10720 Caribbean Boulevard Suite 200 (305) 234-4237
Village of Palmetto Bay 9700 E. 14th Street (305) 278-4000	

Miami-Dade County provides equal access and equal opportunity in employment and services to all persons without regard to race, color, sex, age, religion, national origin, marital status, or physical ability. It is the policy of Miami-Dade County to comply with all of the requirements of the Americans with Disabilities Act.
114_01184 3/20



PROFESSIONAL COMPLIANCE BUREAU

El sistema de identificación temprana

La profesión policíaca requiere un nivel de excelencia que necesita monitoreo y respaldo constantes para garantizar un mantenimiento sin interrupciones de normas elevadas.

El Departamento tiene la responsabilidad de identificar y asistir a los empleados que muestren síntomas de estrés laboral o de problemas con el desempeño del trabajo. Con este fin, se han elaborado "el perfil del empleado" y "el sistema de identificación temprana."

El Departamento mantiene un perfil de cada empleado. El perfil contiene una sinopsis de toda felicitación, queja o uso de la fuerza que se reciba. Estos perfiles son examinados periódicamente por los supervisores.

El Sistema de Identificación Temprana fue establecido para proveer una revisión sistemática de los oficiales Identificados por haber recibido al menos dos quejas o haber estado Involucrados en tres incidentes o más en que se hizo uso de la fuerza en un período de tres meses. La información entonces se hace llegar a los supervisores indicados para su estudio e implementación de medidas correctivas, si fueran necesarias.

Si usted tiene una queja acerca de un empleado del Departamento de Policía de Miami-Dade o desea felicitar a algún empleado, sírvase contactar a la Oficina para el Cumplimiento.

Números telefónicos de los contactos Departamento de Policía de Miami-Dade



Oficina para el cumplimiento profesional

18805 N.W. 27 Avenue
Miami Gardens, FL 33056
Tel (305) 627-7100
Fax (305) 627-7130

District Stations

Northwest Station 5975 Miami Lakes Dr. East (305) 698-1500	South Station 10800 S.W. 211 Street (305) 278-4300	Airport Station Miami International Airport Building#0333 4200 S.W. 71 Street (305) 976-7773
Northside Station 799 N.W. 81 Street (305) 836-8001	Kendall Station 7707 S.W. 117 Ave. (305) 279-6929	Hammocks Station 10000 S.W. 142 Ave. (305) 385-6800
Midwest Station 9100 N.W. 25 Street (305) 471-2800	Intercoastal Station 15665 Biscayne Blvd. (305) 940-9980	

Ciudades Municipales

Town of Miami Lakes 6601 Main Street (305) 827-4020	Town of Cutler Bay 10720 Caribbean Boulevard Suite 200 (305) 234-4237
Village of Palmetto Bay 9700 E. 14th Street (305) 278-4000	



El condado de Miami-Dade promueve igualdad de acceso, oportunidades de empleo e servicios y no discrimina por razones de incapacidad.
Es la norma de Miami-Dade County, de cumplir con todos los requisitos de la ley "Americans with Disabilities Act".
114_011.88_3/20



OFICINA PARA EL CUMPLIMIENTO PROFESIONAL

Sistèm Idantifikasyon Davans

Pwofesyon fòsdelòd yo egzije yon ekselans ki mande pou yo monitè ak reyenfòse li konstanman pou asire li kenbe yon nivo de estanda de premyè kalite.

Depatman an genyen responsabilite pou li idantifye ak ede anplwaye ki demontre de sentòm de estrès nan travay la ak/oswa pwoblèm nan pefòmans yo nan travay la. Se poutèt sa, yo te devlope "Pwofil Anplwaye" ak "Sistèm Idantifikasyon Davans" la.

Depatman an genyen yon dosye Pwofil Anplwaye pou chak anplwaye. Dosye pwofil sa-a genyen ladan li yon rezime de chak meday ak eloj, plent oswa doleyans epi fè abi ekse fòs ki jann rapòte. Pwofil sa yo revize pa sipèvizè yo regilyèman.

Sistèm Idantifikasyon Davans la te etabli pou mete anplas yon revizyon sistematik de ofisyè polis ki idantifye kòm ajan ki resevwa de oswa plis plent ak/oswa patisipe nan twa oswa plis abi ekse fòs pandan yon peryòd de twa mwa. Enfòmasyon an ale jwenn sipèvizè responsab la pou revizyon epi pou pran desizyon nesesè pou kontje sa.

Si w ta genyen yon plent kont yon anplwaye Depatman Polis Miami-Dade oswa w ta renmen rekòmande yon anplwaye, tanpri kontakte biwo "Professional Compliance Bureau" nan (305) 627-7100. Pou jwenn ed nan lanmwi oswa pandan lè wikenn yo, nempòt lokal depatman an va asepte plent w an oswa rekòmandasyon w an.

Nimewo Telefòn Kontak yo Depatman Polis Miami-Dade



Professional Compliance Bureau

18805 N.W. 27 Avenue
Miami Gardens, FL 33056
Tel (305) 627-7100
Fax (305) 627-7130

District Stations

Northwest Station 5975 Miami Lakes Dr. East (305) 698-1300	South Station 10800 S.W. 211 Street (305) 278-4300	Airport Station Miami International Airport Building#033 4200 S.W. 71 Street (305) 976-7773
Northside Station 799 N.W. 81 Street (305) 836-6001	Kendall Station 7707 S.W. 117 Ave. (305) 279-6979	Hammocks Station 10000 S.W. 142 Ave. (305) 385-6800
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Municipal Cities

Town of Miami Lakes 6601 Main Street (305) 827-4020	Town of Cutler Bay 10720 Caribbean Boulevard Suite 200 (305) 234-4237
Village of Palmetto Bay 9701 E. 14th Street (305) 278-4000	



Konte Miami-Dade bay aleks ak opòlmitè anplwaya ak sèvis egal ogo epi li pa fè diskriminasyon kont moun ki enfim.
Se nan règleman Konte Miami-Dade pou li kontfòme ak tout règleman la lwa sou enfimite ki rele "Americans with Disabilities Act" la.

11.01.08.120



PROFESSIONAL COMPLIANCE BUREAU

"Se pou nou konstaman rechèche ekselans"



Mesaj Direktè an

Depatman Polis Miami-Dade (M.D.P.D.) rekoni kòm youn nan pi bon ajans fòsdelòd nan nasyon an. Nou fyè de bon jan kalite sèvis nou bay sitwayen nou yo nan Konte Miami-Dade. Pou nou kapab kenbe bon jan repitasyon s-a ke nou si tèlman merite an, se pou nou konstaman rechèche ekselans.

Alfreto Ramirez III, Director

Li esansyèl ke tout prezime movèz kondwit ofisyèl lapolis pap tolere epi, an menm tan, mete anplas yon pwosesis kote ofisyè polis ki jwenn fò akizasyon enjis kapab revandike tèt yo. Responsabilite ak otorite pou envestigasyon sa yo andedan Depatman Polis Miami-Dade la chita andedan biwo "Professional Compliance Bureau, Internal Affairs Section".

Plent yo

Seksyon sèvis entèn "Internal Affairs Section" genyen kòm premye responsabilite li pou li resevwa, trete, epi envestige plent ki fèt sou manm Depatman an. Pou asire konfyans piblik la epi kenbe entegrite Depatman an, Biwo an mennen de envestigasyon apwofondi, rapid e objektiv de tout plent yo.



Kestyon Moun Plis Poze ak Tout Repons yo

K. Kouman depeze youn plent kont youn anplwaye Depatman Polis Miami-Dade?

R. Tout lokal biwo deparman an va asepte plent kont nenpòt anplwaye M.D.P.D., de nenpòt moun, san enpòtans a kote ke ensidan an te prezime fèt la. Nou kapab soumèt plent anonim yo pa lapòs nan:

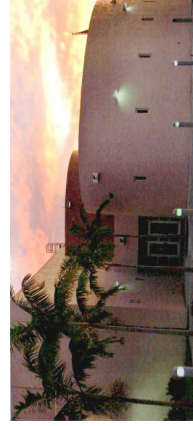
Miami-Dade Police Department

Professional Compliance Bureau
18805 NW 27 Avenue
Miami Gardens, FL 33056-3154

Plent anonim yo kapab soumèt pa e-mail a PCBinfo@mdpd.com, oswa faksè nan (305) 627-7130.

K. Sa yo fè ak plent mwn an?

R. Yo dokimante plent mwen an nan Rapò Prelimèn Plent la anvan ke yo voye bay biwo "Professional Compliance Bureau". Lè yo resevwa li, yo klase plent la epi emèt responsabilite dosye an bay yon envestigatè nan ran sipèvizè yo. Yo pran deklarasyon nan men pleyen an, tout temwen yo, ak anplwaye an (yo) ki an kesyon an. Yon fwa ke yo fini, yo revize ka-a epi sipèvizè nivo kòmand deparman an pran yon desizyon.



K. Konbyen tan li pran Biwo "Compliance Bureau" pou li konplete envestigasyon an?

R. Dabitid ka nòmal yo pran de 30 jou ak 6 mwa pou yo konplete ak yo. Sa va depann de kompleksite ka-a, disponnabilite temwen yo, epi enplikasyon lòt ajans yo, tankou Biwo Avoka Eta-a.

K. Èske yap notifye mwen de desizyon yo sou ka-a?

R. Wi. Yap notifye ni pleyen ni anplwaye an yon fwa ke yo konplete envestigasyon an epi yo ankouraje yo kontakte biwo "Professional Compliance Bureau" la pou diskite sou desizyon an.

K. Èske map gen dwa wè dokimantasyon ka-a lè li konplete?

R. Wi. Dapre Lwa Sou Rejis Piblik Florid yo "Florida's Public Records Law", tout ka ki fin trete vini domèn piblik epi yo disponnib pou moun enspekte yo pandan lè nòmal douvèt biwo yo. Se nan biwo "Professional Compliance Bureau" ke yo kenbe rejis ka yo.

K. Èske genyen lòt ajans ki envestige movèz kondwit polis?

R. Wi. Biwo Avoka Eta-a revize tout ka yo ki prezime sou movèz kondwit kriminel yo. Biwo FBI ak Biwo Avoka Zenazini revize tout prezime ka vyolasyon dwa komen yo.

MDPD Complaint Form Fòmilè Plent

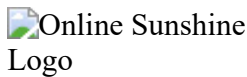
Non (Pa obligatwa)

Adrès (Pa obligatwa)

Telefòn (Pa obligatwa)

MDPD Anplwaye (yo) enplik

Tanpri deklare ensidan wap pote plent sou li an anba la-a epi poste fòmilè an okòplè bay Biwo "Miami-Dade Police Department, Professional Compliance Bureau", 18805 N.W. 27th Avenue, Miami Gardens, FL 33056-3154.



August 10, 2023

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The 2022 Florida Statutes (including 2022 Special Session A and 2023 Special Session B)

Title X

PUBLIC OFFICERS, EMPLOYEES, AND RECORDS

Chapter 119

PUBLIC RECORDS

View Entire Chapter

- [Florida Statutes](#)
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 - [Florida Constitution](#)
 - [Laws of Florida](#)
- 119.071 General exemptions from inspection or copying of public records.—
- (1) AGENCY ADMINISTRATION.—
- (a) Examination questions and answer sheets of examinations administered by a governmental agency for the purpose of licensure, certification, or employment are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. A person who has taken such an examination has the right to review his or her own completed examination.
- (b)1. For purposes of this paragraph, “competitive solicitation” means the process of requesting and receiving sealed bids, proposals, or replies in accordance with the terms of a competitive process, regardless of the method of procurement.
2. Sealed bids, proposals, or replies received by an agency pursuant to a competitive solicitation are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals, or final replies, whichever is earlier.
3. If an agency rejects all bids, proposals, or replies submitted in response to a competitive solicitation and the agency concurrently provides notice of its intent to reissue the competitive solicitation, the rejected bids, proposals, or replies remain exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision concerning the reissued competitive solicitation or until the agency withdraws the reissued competitive solicitation. A bid, proposal, or reply is not exempt for longer than 12 months after the initial agency notice rejecting all bids, proposals, or replies.
- (c) Any financial statement that an agency requires a prospective bidder to submit in order to prequalify for bidding or for responding to a proposal for a road or any other public works project is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (d)1. A public record that was prepared by an agency attorney (including an attorney employed or retained by the agency or employed or retained by another public officer or agency to protect or represent the interests of the agency having custody of the record) or prepared at the attorney’s express direction, that reflects a mental impression, conclusion, litigation strategy, or legal theory of the attorney or the agency, and that was prepared exclusively for civil or criminal litigation or for adversarial administrative proceedings, or that was prepared in anticipation of imminent civil or criminal litigation or imminent adversarial administrative proceedings, is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until the conclusion of the litigation or adversarial administrative proceedings. For purposes of capital collateral litigation as set forth in s. [27.7001](#), the Attorney General’s office is entitled to claim this exemption for those public records prepared for direct appeal as well as for all capital collateral litigation after direct appeal until execution of sentence or imposition of a life sentence.
2. This exemption is not waived by the release of such public record to another public employee or officer of the same agency or any person consulted by the agency attorney. When asserting the right to withhold a public record pursuant to this paragraph, the agency shall identify the potential parties to any such criminal or civil litigation or adversarial administrative proceedings. If a court finds that the document or other record has been improperly withheld under this paragraph, the party seeking access to such

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document or record shall be awarded reasonable attorney's fees and costs in addition to any other remedy ordered by the court.

(e) Any videotape or video signal that, under an agreement with an agency, is produced, made, or received by, or is in the custody of, a federally licensed radio or television station or its agent is exempt from s. [119.07\(1\)](#).

(f) Agency-produced data processing software that is sensitive is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. The designation of agency-produced software as sensitive does not prohibit an agency head from sharing or exchanging such software with another public agency.

(g)1. United States Census Bureau address information, including maps showing structure location points, agency records that verify addresses, and agency records that identify address errors or omissions, which is held by an agency pursuant to the Local Update of Census Addresses Program authorized under 13 U.S.C. s. 16, is confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

2. Such information may be released to another agency or governmental entity in the furtherance of its duties and responsibilities under the Local Update of Census Addresses Program.

3. An agency performing duties and responsibilities under the Local Update of Census Addresses Program shall have access to any other confidential or exempt information held by another agency if such access is necessary in order to perform its duties and responsibilities under the program.

4. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(2) AGENCY INVESTIGATIONS.—

(a) All criminal intelligence and criminal investigative information received by a criminal justice agency prior to January 25, 1979, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

(b) Whenever criminal intelligence information or criminal investigative information held by a non-Florida criminal justice agency is available to a Florida criminal justice agency only on a confidential or similarly restricted basis, the Florida criminal justice agency may obtain and use such information in accordance with the conditions imposed by the providing agency.

(c)1. Active criminal intelligence information and active criminal investigative information are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

2.a. A request made by a law enforcement agency to inspect or copy a public record that is in the custody of another agency and the custodian's response to the request, and any information that would identify whether a law enforcement agency has requested or received that public record are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, during the period in which the information constitutes active criminal intelligence information or active criminal investigative information.

b. The law enforcement agency that made the request to inspect or copy a public record shall give notice to the custodial agency when the criminal intelligence information or criminal investigative information is no longer active so that the request made by the law enforcement agency, the custodian's response to the request, and information that would identify whether the law enforcement agency had requested or received that public record are available to the public.

c. This exemption is remedial in nature, and it is the intent of the Legislature that the exemption be applied to requests for information received before, on, or after the effective date of this paragraph.

(d) Any information revealing surveillance techniques or procedures or personnel is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. Any comprehensive inventory of state and local law enforcement resources compiled pursuant to part I, chapter 23, and any comprehensive policies or plans compiled by a criminal justice agency pertaining to the mobilization, deployment, or tactical operations involved in responding to an emergency, as defined in s. [252.34](#), are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution and unavailable for inspection, except by personnel authorized by a state or local law enforcement agency, the office of the Governor, the Department of Legal Affairs, the Department of Law Enforcement, or the Division of Emergency Management as having an official need for access to the inventory or comprehensive policies or plans.

- (e) Any information revealing the substance of a confession of a person arrested is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, until such time as the criminal case is finally determined by adjudication, dismissal, or other final disposition.
- (f) Any information revealing the identity of a confidential informant or a confidential source is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (g)1. All complaints and other records in the custody of any agency which relate to a complaint of discrimination relating to race, color, religion, sex, national origin, age, handicap, or marital status in connection with hiring practices, position classifications, salary, benefits, discipline, discharge, employee performance, evaluation, or other related activities are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution until a finding is made relating to probable cause, the investigation of the complaint becomes inactive, or the complaint or other record is made part of the official record of any hearing or court proceeding.
- a. This exemption does not affect any function or activity of the Florida Commission on Human Relations.
- b. Any state or federal agency that is authorized to have access to such complaints or records by any provision of law shall be granted such access in the furtherance of such agency's statutory duties.
2. If an alleged victim chooses not to file a complaint and requests that records of the complaint remain confidential, all records relating to an allegation of employment discrimination are confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (h)1. The following criminal intelligence information or criminal investigative information is confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution:
- a. Any information that reveals the identity of the victim of the crime of child abuse as defined by chapter 827 or that reveals the identity of a person under the age of 18 who is the victim of the crime of human trafficking proscribed in s. [787.06\(3\)\(a\)](#).
- b. Any information that may reveal the identity of a person who is a victim of any sexual offense, including a sexual offense proscribed in s. [787.06\(3\)\(b\)](#), (d), (f), or (g), chapter 794, chapter 796, chapter 800, chapter 827, or chapter 847.
- c. A photograph, videotape, or image of any part of the body of the victim of a sexual offense prohibited under s. [787.06\(3\)\(b\)](#), (d), (f), or (g), chapter 794, chapter 796, chapter 800, s. [810.145](#), chapter 827, or chapter 847, regardless of whether the photograph, videotape, or image identifies the victim.
2. Criminal investigative information and criminal intelligence information made confidential and exempt under this paragraph may be disclosed by a law enforcement agency:
- a. In the furtherance of its official duties and responsibilities.
- b. For print, publication, or broadcast if the law enforcement agency determines that such release would assist in locating or identifying a person that such agency believes to be missing or endangered. The information provided should be limited to that needed to identify or locate the victim and not include the sexual nature of the offense committed against the person.
- c. To another governmental agency in the furtherance of its official duties and responsibilities.
3. This exemption applies to such confidential and exempt criminal intelligence information or criminal investigative information held by a law enforcement agency before, on, or after the effective date of the exemption.
- (i) Any criminal intelligence information or criminal investigative information that reveals the personal assets of the victim of a crime, other than property stolen or destroyed during the commission of the crime, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (j)1. Any document that reveals the identity, home or employment telephone number, home or employment address, or personal assets of the victim of a crime and identifies that person as the victim of a crime, which document is received by any agency that regularly receives information from or concerning the victims of crime, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. Any information not otherwise held confidential or exempt from s. [119.07\(1\)](#) which reveals the home or employment telephone number, home or employment address, or personal assets of a person who has been the victim of sexual battery, aggravated child abuse, aggravated stalking, harassment, aggravated battery, or domestic violence is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, upon written request by the victim, which must

include official verification that an applicable crime has occurred. Such information shall cease to be exempt 5 years after the receipt of the written request. Any state or federal agency that is authorized to have access to such documents by any provision of law shall be granted such access in the furtherance of such agency's statutory duties, notwithstanding this section.

2.a. Any information in a videotaped statement of a minor who is alleged to be or who is a victim of sexual battery, lewd acts, or other sexual misconduct proscribed in chapter 800 or in s. [794.011](#), s. [827.071](#), s. [847.012](#), s. [847.0125](#), s. [847.013](#), s. [847.0133](#), or s. [847.0145](#), which reveals that minor's identity, including, but not limited to, the minor's face; the minor's home, school, church, or employment telephone number; the minor's home, school, church, or employment address; the name of the minor's school, church, or place of employment; or the personal assets of the minor; and which identifies that minor as the victim of a crime described in this subparagraph, held by a law enforcement agency, is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. Any governmental agency that is authorized to have access to such statements by any provision of law shall be granted such access in the furtherance of the agency's statutory duties, notwithstanding the provisions of this section.

b. A public employee or officer who has access to a videotaped statement of a minor who is alleged to be or who is a victim of sexual battery, lewd acts, or other sexual misconduct proscribed in chapter 800 or in s. [794.011](#), s. [827.071](#), s. [847.012](#), s. [847.0125](#), s. [847.013](#), s. [847.0133](#), or s. [847.0145](#) may not willfully and knowingly disclose videotaped information that reveals the minor's identity to a person who is not assisting in the investigation or prosecution of the alleged offense or to any person other than the defendant, the defendant's attorney, or a person specified in an order entered by the court having jurisdiction of the alleged offense. A person who violates this provision commits a misdemeanor of the first degree, punishable as provided in s. [775.082](#) or s. [775.083](#).

(k) A complaint of misconduct filed with an agency against an agency employee and all information obtained pursuant to an investigation by the agency of the complaint of misconduct is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until the investigation ceases to be active, or until the agency provides written notice to the employee who is the subject of the complaint, either personally or by mail, that the agency has either:

1. Concluded the investigation with a finding not to proceed with disciplinary action or file charges; or
2. Concluded the investigation with a finding to proceed with disciplinary action or file charges.

(l)1. As used in this paragraph, the term:

- a. "Body camera" means a portable electronic recording device that is worn on a law enforcement officer's body and that records audio and video data in the course of the officer performing his or her official duties and responsibilities.
- b. "Law enforcement officer" has the same meaning as provided in s. [943.10](#).
- c. "Personal representative" means a parent, a court-appointed guardian, an attorney, or an agent of, or a person holding a power of attorney for, a person recorded by a body camera. If a person depicted in the recording is deceased, the term also means the personal representative of the estate of the deceased person; the deceased person's surviving spouse, parent, or adult child; the deceased person's attorney or agent; or the parent or guardian of a surviving minor child of the deceased. An agent must possess written authorization of the recorded person to act on his or her behalf.

2. A body camera recording, or a portion thereof, is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if the recording:

- a. Is taken within the interior of a private residence;
 - b. Is taken within the interior of a facility that offers health care, mental health care, or social services; or
 - c. Is taken in a place that a reasonable person would expect to be private.
3. Notwithstanding subparagraph 2., a body camera recording, or a portion thereof, may be disclosed by a law enforcement agency:
- a. In furtherance of its official duties and responsibilities; or
 - b. To another governmental agency in the furtherance of its official duties and responsibilities.
4. Notwithstanding subparagraph 2., a body camera recording, or a portion thereof, shall be disclosed by a law enforcement agency:

- a. To a person recorded by a body camera; however, a law enforcement agency may disclose only those portions that are relevant to the person's presence in the recording;
- b. To the personal representative of a person recorded by a body camera; however, a law enforcement agency may disclose only those portions that are relevant to the represented person's presence in the recording;
- c. To a person not depicted in a body camera recording if the recording depicts a place in which the person lawfully resided, dwelled, or lodged at the time of the recording; however, a law enforcement agency may disclose only those portions that record the interior of such a place.
- d. Pursuant to a court order.
 - (I) In addition to any other grounds the court may consider in determining whether to order that a body camera recording be disclosed, the court shall consider whether:
 - (A) Disclosure is necessary to advance a compelling interest;
 - (B) The recording contains information that is otherwise exempt or confidential and exempt under the law;
 - (C) The person requesting disclosure is seeking to obtain evidence to determine legal issues in a case in which the person is a party;
 - (D) Disclosure would reveal information regarding a person that is of a highly sensitive personal nature;
 - (E) Disclosure may harm the reputation or jeopardize the safety of a person depicted in the recording;
 - (F) Confidentiality is necessary to prevent a serious and imminent threat to the fair, impartial, and orderly administration of justice;
 - (G) The recording could be redacted to protect privacy interests; and
 - (H) There is good cause to disclose all or portions of a recording.
 - (II) In any proceeding regarding the disclosure of a body camera recording, the law enforcement agency that made the recording shall be given reasonable notice of hearings and shall be given an opportunity to participate.
- 5. A law enforcement agency must retain a body camera recording for at least 90 days.
- 6. The exemption provided in subparagraph 2. applies retroactively.
- 7. This exemption does not supersede any other public records exemption that existed before or is created after the effective date of this exemption. Those portions of a recording which are protected from disclosure by another public records exemption shall continue to be exempt or confidential and exempt.
 - (m) Criminal intelligence information or criminal investigative information that reveals the personal identifying information of a witness to a murder, as described in s. [782.04](#), is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution for 2 years after the date on which the murder is observed by the witness. A criminal justice agency may disclose such information:
 - 1. In the furtherance of its official duties and responsibilities.
 - 2. To assist in locating or identifying the witness if the agency believes the witness to be missing or endangered.
 - 3. To another governmental agency for use in the performance of its official duties and responsibilities.
 - 4. To the parties in a pending criminal prosecution as required by law.
 - (n) Personal identifying information of the alleged victim in an allegation of sexual harassment or the victim of sexual harassment is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if such information identifies that person as an alleged victim or as a victim of sexual harassment. Confidentiality may be waived in writing by the alleged victim or the victim. Such information may be disclosed to another governmental entity in the furtherance of its official duties and responsibilities. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal through reenactment by the Legislature.
 - (o) The address of a victim of an incident of mass violence is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. For purposes of this paragraph, the term "incident of mass violence" means an incident in which four or more people, not including the perpetrator, are severely injured or killed by an intentional and indiscriminate act of violence of another. For purposes of this paragraph, the term "victim" means a person killed or injured during an incident of mass violence, not including the perpetrator. This paragraph is subject to the Open Government Sunset Review Act in accordance with s.

[119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(p)1. As used in this paragraph, the term:

a. "Killing of a law enforcement officer who was acting in accordance with his or her official duties" means all acts or events that cause or otherwise relate to the death of a law enforcement officer who was acting in accordance with his or her official duties, including any related acts or events immediately preceding or subsequent to the acts or events that were the proximate cause of death.

b. "Killing of a victim of mass violence" means events that depict either a victim being killed or the body of a victim killed in an incident in which three or more persons, not including the perpetrator, are killed by the perpetrator of an intentional act of violence.

2. A photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution, except that a surviving spouse of the decedent may view and copy any such photograph or video recording or listen to or copy any such audio recording. If there is no surviving spouse, the surviving parents shall have access to such records. If there is no surviving spouse or parent, the adult children shall have access to such records. Nothing in this paragraph precludes a surviving spouse, parent, or adult child of the victim from sharing or publicly releasing such photograph or video or audio recording.

3.a. The deceased's surviving relative, with whom authority rests to obtain such records, may designate in writing an agent to obtain such records.

b. A local governmental entity, or a state or federal agency, in furtherance of its official duties, pursuant to a written request, may view or copy a photograph or video recording or may listen to or copy an audio recording of the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, and, unless otherwise required in the performance of its duties, the identity of the deceased shall remain confidential and exempt.

c. The custodian of the record, or his or her designee, may not permit any other person to view or copy such photograph or video recording or listen to or copy such audio recording without a court order.

4.a. The court, upon a showing of good cause, may issue an order authorizing any person to view or copy a photograph or video recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, or to listen to or copy an audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, and may prescribe any restrictions or stipulations that the court deems appropriate.

b. In determining good cause, the court shall consider:

(I) Whether such disclosure is necessary for the public evaluation of governmental performance;

(II) The seriousness of the intrusion into the family's right to privacy and whether such disclosure is the least intrusive means available; and

(III) The availability of similar information in other public records, regardless of form.

c. In all cases, the viewing, copying, listening to, or other handling of a photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence must be under the direct supervision of the custodian of the record or his or her designee.

5. A surviving spouse shall be given reasonable notice of a petition filed with the court to view or copy a photograph or video recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, or to listen to or copy any such audio recording, a copy of such petition, and reasonable notice of the opportunity to be present and heard at any hearing on the matter. If there is no surviving spouse, such notice must be given to the parents of the deceased and, if the deceased has no surviving parent, to the adult children of the deceased.

6.a. Any custodian of a photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence who willfully and knowingly violates this

paragraph commits a felony of the third degree, punishable as provided in s. [775.082](#), s. [775.083](#), or s. [775.084](#).

b. Any person who willfully and knowingly violates a court order issued pursuant to this paragraph commits a felony of the third degree, punishable as provided in s. [775.082](#), s. [775.083](#), or s. [775.084](#).

c. A criminal or administrative proceeding is exempt from this paragraph but, unless otherwise exempted, is subject to all other provisions of chapter 119; however, this paragraph does not prohibit a court in a criminal or administrative proceeding upon good cause shown from restricting or otherwise controlling the disclosure of a killing, crime scene, or similar photograph or video or audio recording in the manner prescribed in this paragraph.

7. The exemption in this paragraph shall be given retroactive application and shall apply to all photographs or video or audio recordings that depict or record the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, regardless of whether the killing of the person occurred before, on, or after May 23, 2019. However, nothing in this paragraph is intended to, nor may be construed to, overturn or abrogate or alter any existing orders duly entered into by any court of this state, as of the effective date of this act, which restrict or limit access to any photographs or video or audio recordings that depict or record the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence.

8. This paragraph applies only to such photographs and video and audio recordings held by an agency.

9. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2024, unless reviewed and saved from repeal through reenactment by the Legislature.

(q)1. As used in this paragraph, the term:

a. "Conviction integrity unit" means a unit within a state attorney's office established for the purpose of reviewing plausible claims of actual innocence.

b. "Conviction integrity unit reinvestigation information" means information or materials generated during a new investigation by a conviction integrity unit following the unit's formal written acceptance of an applicant's case. The term does not include:

(I) Information, materials, or records generated by a state attorney's office during an investigation done for the purpose of responding to motions made pursuant to Rule 3.800, Rule 3.850, or Rule 3.853, Florida Rules of Criminal Procedure, or any other collateral proceeding.

(II) Petitions by applicants to the conviction integrity unit.

(III) Criminal investigative information generated before the commencement of a conviction integrity unit investigation which is not otherwise exempt from this section.

2. Conviction integrity unit reinvestigation information is exempt from s. [119.07](#)(1) and s. [24](#)(a), Art. I of the State Constitution for a reasonable period of time during an active, ongoing, and good faith investigation of a claim of actual innocence in a case that previously resulted in the conviction of the accused person and until the claim is no longer capable of further investigation. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2026, unless reviewed and saved from repeal through reenactment by the Legislature.

(3) SECURITY AND FIRESAFETY.—

(a)1. As used in this paragraph, the term "security or firesafety system plan" includes all:

a. Records, information, photographs, audio and visual presentations, schematic diagrams, surveys, recommendations, or consultations or portions thereof relating directly to the physical security or firesafety of the facility or revealing security or firesafety systems;

b. Threat assessments conducted by any agency or any private entity;

c. Threat response plans;

d. Emergency evacuation plans;

e. Sheltering arrangements; or

f. Manuals for security or firesafety personnel, emergency equipment, or security or firesafety training.

2. A security or firesafety system plan or portion thereof for:

a. Any property owned by or leased to the state or any of its political subdivisions; or

b. Any privately owned or leased property

held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption is remedial in nature, and it is the intent of the Legislature that this exemption apply to security or firesafety system plans held by an agency before, on, or after the effective date of this paragraph. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

3. Information made confidential and exempt by this paragraph may be disclosed:

- a. To the property owner or leaseholder;
- b. In furtherance of the official duties and responsibilities of the agency holding the information;
- c. To another local, state, or federal agency in furtherance of that agency's official duties and responsibilities; or
- d. Upon a showing of good cause before a court of competent jurisdiction.

(b)1. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout and structural elements of a building, arena, stadium, water treatment facility, or other structure owned or operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout and structural elements of a building, arena, stadium, water treatment facility, or other structure owned or operated by an agency before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed:

- a. To another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities;
- b. To a licensed architect, engineer, or contractor who is performing work on or related to the building, arena, stadium, water treatment facility, or other structure owned or operated by an agency; or
- c. Upon a showing of good cause before a court of competent jurisdiction.

4. The entities or persons receiving such information shall maintain the exempt status of the information.

(c)1. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout or structural elements of an attractions and recreation facility, entertainment or resort complex, industrial complex, retail and service development, office development, health care facility, or hotel or motel development, which records are held by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to any such records held by an agency before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed to another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities; to the owner or owners of the structure in question or the owner's legal representative; or upon a showing of good cause before a court of competent jurisdiction.

4. This paragraph does not apply to comprehensive plans or site plans, or amendments thereto, which are submitted for approval or which have been approved under local land development regulations, local zoning regulations, or development-of-regional-impact review.

5. As used in this paragraph, the term:

a. "Attractions and recreation facility" means any sports, entertainment, amusement, or recreation facility, including, but not limited to, a sports arena, stadium, racetrack, tourist attraction, amusement park, or pari-mutuel facility that:

(I) For single-performance facilities:

- (A) Provides single-performance facilities; or
- (B) Provides more than 10,000 permanent seats for spectators.

(II) For serial-performance facilities:

- (A) Provides parking spaces for more than 1,000 motor vehicles; or
- (B) Provides more than 4,000 permanent seats for spectators.

b. "Entertainment or resort complex" means a theme park comprised of at least 25 acres of land with permanent exhibitions and a variety of recreational activities, which has at least 1 million visitors annually who pay admission fees thereto, together with any lodging,

dining, and recreational facilities located adjacent to, contiguous to, or in close proximity to the theme park, as long as the owners or operators of the theme park, or a parent or related company or subsidiary thereof, has an equity interest in the lodging, dining, or recreational facilities or is in privity therewith. Close proximity includes an area within a 5-mile radius of the theme park complex.

c. "Industrial complex" means any industrial, manufacturing, processing, distribution, warehousing, or wholesale facility or plant, as well as accessory uses and structures, under common ownership that:

(I) Provides onsite parking for more than 250 motor vehicles;

(II) Encompasses 500,000 square feet or more of gross floor area; or

(III) Occupies a site of 100 acres or more, but excluding wholesale facilities or plants that primarily serve or deal onsite with the general public.

d. "Retail and service development" means any retail, service, or wholesale business establishment or group of establishments which deals primarily with the general public onsite and is operated under one common property ownership, development plan, or management that:

(I) Encompasses more than 400,000 square feet of gross floor area; or

(II) Provides parking spaces for more than 2,500 motor vehicles.

e. "Office development" means any office building or park operated under common ownership, development plan, or management that encompasses 300,000 or more square feet of gross floor area.

f. "Health care facility" means a hospital, ambulatory surgical center, nursing home, hospice, or intermediate care facility for the developmentally disabled.

g. "Hotel or motel development" means any hotel or motel development that accommodates 350 or more units.

6. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(d)1. Information relating to the Nationwide Public Safety Broadband Network established pursuant to 47 U.S.C. ss. 1401 et seq., held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if release of such information would reveal:

a. The design, development, construction, deployment, and operation of network facilities;

b. Network coverage, including geographical maps indicating actual or proposed locations of network infrastructure or facilities;

c. The features, functions, and capabilities of network infrastructure and facilities;

d. The features, functions, and capabilities of network services provided to first responders, as defined in s. [112.1815](#), and other network users;

e. The design, features, functions, and capabilities of network devices provided to first responders and other network users; or

f. Security, including cybersecurity, of the design, construction, and operation of the network and associated services and products.

2. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(e)1.a. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the structural elements of 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio communication services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

b. Geographical maps indicating the actual or proposed locations of 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the structural elements of 911, E911, or public safety radio communication system infrastructure or other 911, E911, or public safety radio communication structures or facilities owned and

operated by an agency, and geographical maps indicating actual or proposed locations of 911, E911, or public safety radio communication system infrastructure or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency, before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed:

- a. To another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities;
- b. To a licensed architect, engineer, or contractor who is performing work on or related to the 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio communication services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency; or
- c. Upon a showing of good cause before a court of competent jurisdiction.

4. The entities or persons receiving such information must maintain the exempt status of the information.

5. For purposes of this paragraph, the term "public safety radio" is defined as the means of communication between and among 911 public safety answering points, dispatchers, and first responder agencies using those portions of the radio frequency spectrum designated by the Federal Communications Commission under 47 C.F.R. part 90 for public safety purposes.

6. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2025, unless reviewed and saved from repeal through reenactment by the Legislature.

(4) AGENCY PERSONNEL INFORMATION.—

(a)1. The social security numbers of all current and former agency employees which are held by the employing agency are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. The social security numbers of current and former agency employees may be disclosed by the employing agency:

- a. If disclosure of the social security number is expressly required by federal or state law or a court order.
- b. To another agency or governmental entity if disclosure of the social security number is necessary for the receiving agency or entity to perform its duties and responsibilities.
- c. If the current or former agency employee expressly consents in writing to the disclosure of his or her social security number.

(b)1. Medical information pertaining to a prospective, current, or former officer or employee of an agency which, if disclosed, would identify that officer or employee is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. However, such information may be disclosed if the person to whom the information pertains or the person's legal representative provides written permission or pursuant to court order.

2.a. Personal identifying information of a dependent child of a current or former officer or employee of an agency, which dependent child is insured by an agency group insurance plan, is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. For purposes of this exemption, "dependent child" has the same meaning as in s. [409.2554](#).

b. This exemption is remedial in nature and applies to such personal identifying information held by an agency before, on, or after the effective date of this exemption.

(c) Any information revealing undercover personnel of any criminal justice agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

(d)1. For purposes of this paragraph, the term:

a. "Home addresses" means the dwelling location at which an individual resides and includes the physical address, mailing address, street address, parcel identification number, plot identification number, legal property description, neighborhood name and lot number, GPS coordinates, and any other descriptive property information that may reveal the home address.

b. "Telephone numbers" includes home telephone numbers, personal cellular telephone numbers, personal pager telephone numbers, and telephone numbers associated with personal communications devices.

2.a. The home addresses, telephone numbers, dates of birth, and photographs of active or former sworn law enforcement personnel or of active or former civilian personnel employed by a law enforcement agency, including correctional and correctional probation officers, personnel of the Department of Children and Families whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities,

- personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect, and personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- b. The home addresses, telephone numbers, dates of birth, and photographs of current or former nonsworn investigative personnel of the Department of Financial Services whose duties include the investigation of fraud, theft, workers' compensation coverage requirements and compliance, other related criminal activities, or state regulatory requirement violations; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- c. The home addresses, telephone numbers, dates of birth, and photographs of current or former nonsworn investigative personnel of the Office of Financial Regulation's Bureau of Financial Investigations whose duties include the investigation of fraud, theft, other related criminal activities, or state regulatory requirement violations; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- d. The home addresses, telephone numbers, dates of birth, and photographs of current or former firefighters certified in compliance with s. [633.408](#); the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such firefighters; and the names and locations of schools and day care facilities attended by the children of such firefighters are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- e. The home addresses, dates of birth, and telephone numbers of current or former justices of the Supreme Court, district court of appeal judges, circuit court judges, and county court judges; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former justices and judges; and the names and locations of schools and day care facilities attended by the children of current or former justices and judges are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- f. The home addresses, telephone numbers, dates of birth, and photographs of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; and the names and locations of schools and day care facilities attended by the children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- g. The home addresses, dates of birth, and telephone numbers of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; and the names and locations of schools and day care facilities attended by the children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- h. The home addresses, telephone numbers, dates of birth, and photographs of current or former human resource, labor relations, or employee relations directors, assistant directors, managers, or assistant managers of any local government agency or water management district whose duties include hiring and firing employees, labor contract negotiation, administration, or other personnel-related duties; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses

- and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- i. The home addresses, telephone numbers, dates of birth, and photographs of current or former code enforcement officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- j. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former guardians ad litem, as defined in s. [39.820](#); the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such persons; and the names and locations of schools and day care facilities attended by the children of such persons are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- k. The home addresses, telephone numbers, dates of birth, and photographs of current or former juvenile probation officers, juvenile probation supervisors, detention superintendents, assistant detention superintendents, juvenile justice detention officers I and II, juvenile justice detention officer supervisors, juvenile justice residential officers, juvenile justice residential officer supervisors I and II, juvenile justice counselors, juvenile justice counselor supervisors, human services counselor administrators, senior human services counselor administrators, rehabilitation therapists, and social services counselors of the Department of Juvenile Justice; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- l. The home addresses, telephone numbers, dates of birth, and photographs of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; and the names and locations of schools and day care facilities attended by the children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- m. The home addresses, telephone numbers, dates of birth, and photographs of current or former investigators or inspectors of the Department of Business and Professional Regulation; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such current or former investigators and inspectors; and the names and locations of schools and day care facilities attended by the children of such current or former investigators and inspectors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- n. The home addresses, telephone numbers, and dates of birth of county tax collectors; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such tax collectors; and the names and locations of schools and day care facilities attended by the children of such tax collectors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- o. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel of the Department of Health whose duties include, or result in, the determination or adjudication of eligibility for social security disability benefits, the investigation or prosecution of complaints filed against health care practitioners, or the inspection of health care practitioners or health care facilities licensed by the Department of Health; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- p. The home addresses, telephone numbers, dates of birth, and photographs of current or former impaired practitioner consultants who are retained by an agency or current or former employees of an impaired practitioner consultant whose duties result in a determination of a person's skill and safety to practice a licensed profession; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such consultants or their employees; and the names and locations

- of schools and day care facilities attended by the children of such consultants or employees are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- q. The home addresses, telephone numbers, dates of birth, and photographs of current or former emergency medical technicians or paramedics certified under chapter 401; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such emergency medical technicians or paramedics; and the names and locations of schools and day care facilities attended by the children of such emergency medical technicians or paramedics are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- r. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel employed in an agency's office of inspector general or internal audit department whose duties include auditing or investigating waste, fraud, abuse, theft, exploitation, or other activities that could lead to criminal prosecution or administrative discipline; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- s. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, nurses, and clinical employees of an addiction treatment facility; the home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. For purposes of this sub-subparagraph, the term "addiction treatment facility" means a county government, or agency thereof, that is licensed pursuant to s. [397.401](#) and provides substance abuse prevention, intervention, or clinical treatment, including any licensed service component described in s. [397.311\(26\)](#).
- t. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, and clinical employees of a child advocacy center that meets the standards of s. [39.3035\(2\)](#) and fulfills the screening requirement of s. [39.3035\(3\)](#), and the members of a Child Protection Team as described in s. [39.303](#) whose duties include supporting the investigation of child abuse or sexual abuse, child abandonment, child neglect, and child exploitation or to provide services as part of a multidisciplinary case review team; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel and members; and the names and locations of schools and day care facilities attended by the children of such personnel and members are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- u. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former staff and domestic violence advocates, as defined in s. [90.5036\(1\)\(b\)](#), of domestic violence centers certified by the Department of Children and Families under chapter 39; the names, home addresses, telephone numbers, places of employment, dates of birth, and photographs of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
3. An agency that is the custodian of the information specified in subparagraph 2. and that is not the employer of the officer, employee, justice, judge, or other person specified in subparagraph 2. must maintain the exempt status of that information only if the officer, employee, justice, judge, other person, or employing agency of the designated employee submits a written and notarized request for maintenance of the exemption to the custodial agency. The request must state under oath the statutory basis for the individual's exemption request and confirm the individual's status as a party eligible for exempt status.
- 4.a. A county property appraiser, as defined in s. [192.001\(3\)](#), or a county tax collector, as defined in s. [192.001\(4\)](#), who receives a written and notarized request for maintenance of the exemption pursuant to subparagraph 3. must comply by removing the name of the individual with exempt status and the instrument number or Official Records book and page number identifying the property with the exempt status from all publicly available records maintained by the property appraiser or tax collector. For written requests received on or before July 1, 2021, a county property appraiser or county tax collector must comply with this sub-subparagraph by October 1, 2021. A county property appraiser or county tax collector may not remove the street address, legal description, or other information

identifying real property within the agency's records so long as a name or personal information otherwise exempt from inspection and copying pursuant to this section are not associated with the property or otherwise displayed in the public records of the agency.

b. Any information restricted from public display, inspection, or copying under sub-subparagraph a. must be provided to the individual whose information was removed.

5. An officer, an employee, a justice, a judge, or other person specified in subparagraph 2. may submit a written request for the release of his or her exempt information to the custodial agency. The written request must be notarized and must specify the information to be released and the party authorized to receive the information. Upon receipt of the written request, the custodial agency must release the specified information to the party authorized to receive such information.

6. The exemptions in this paragraph apply to information held by an agency before, on, or after the effective date of the exemption.

7. Information made exempt under this paragraph may be disclosed pursuant to s. [28.2221](#) to a title insurer authorized pursuant to s. [624.401](#) and its affiliates as defined in s. [624.10](#); a title insurance agent or title insurance agency as defined in s. [626.841](#)(1) or (2), respectively; or an attorney duly admitted to practice law in this state and in good standing with The Florida Bar.

8. The exempt status of a home address contained in the Official Records is maintained only during the period when a protected party resides at the dwelling location. Upon conveyance of real property after October 1, 2021, and when such real property no longer constitutes a protected party's home address as defined in sub-subparagraph 1.a., the protected party must submit a written request to release the removed information to the county recorder. The written request to release the removed information must be notarized, must confirm that a protected party's request for release is pursuant to a conveyance of his or her dwelling location, and must specify the Official Records book and page, instrument number, or clerk's file number for each document containing the information to be released.

9. Upon the death of a protected party as verified by a certified copy of a death certificate or court order, any party can request the county recorder to release a protected decedent's removed information unless there is a related request on file with the county recorder for continued removal of the decedent's information or unless such removal is otherwise prohibited by statute or by court order. The written request to release the removed information upon the death of a protected party must attach the certified copy of a death certificate or court order and must be notarized, must confirm the request for release is due to the death of a protected party, and must specify the Official Records book and page number, instrument number, or clerk's file number for each document containing the information to be released. A fee may not be charged for the release of any document pursuant to such request.

10. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2024, unless reviewed and saved from repeal through reenactment by the Legislature.

(e)1. As used in this paragraph, the term "law enforcement geolocation information" means information collected using a global positioning system or another mapping, locational, or directional information system that allows tracking of the location or movement of a law enforcement officer or a law enforcement vehicle.

2. Law enforcement geolocation information held by a law enforcement agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to such information held by an agency before, on, or after the effective date of the exemption. This exemption does not apply to uniform traffic citations, crash reports, homicide reports, arrest reports, incident reports, or any other official reports issued by an agency which contain law enforcement geolocation information.

3. A law enforcement agency shall disclose law enforcement geolocation information in the following instances:

a. Upon a request from a state or federal law enforcement agency;

b. When a person files a petition with the circuit court in the jurisdiction where the agency having custody of the requested law enforcement geolocation information is located specifying the reasons for requesting such information and the court, upon a showing of good cause, issues an order authorizing the release of the law enforcement geolocation information. In all cases in which the court releases law enforcement geolocation information under this sub-subparagraph, such information must be viewed or

copied under the direct supervision of the custodian of the record or his or her designee; or

c. When law enforcement geolocation information is requested for use in a criminal, civil, or administrative proceeding. This sub-subparagraph does not prohibit a court in such a criminal, civil, or administrative proceeding, upon a showing of good cause, from restricting or otherwise controlling the disclosure of such information.

4. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal through reenactment by the Legislature.

(5) OTHER PERSONAL INFORMATION.—

(a)1.a. The Legislature acknowledges that the social security number was never intended to be used for business purposes but was intended to be used solely for the administration of the federal Social Security System. The Legislature is further aware that over time this unique numeric identifier has been used extensively for identity verification purposes and other legitimate consensual purposes.

b. The Legislature recognizes that the social security number can be used as a tool to perpetuate fraud against an individual and to acquire sensitive personal, financial, medical, and familial information, the release of which could cause great financial or personal harm to an individual.

c. The Legislature intends to monitor the use of social security numbers held by agencies in order to maintain a balanced public policy.

2.a. An agency may not collect an individual's social security number unless the agency has stated in writing the purpose for its collection and unless it is:

(I) Specifically authorized by law to do so; or

(II) Imperative for the performance of that agency's duties and responsibilities as prescribed by law.

b. An agency shall identify in writing the specific federal or state law governing the collection, use, or release of social security numbers for each purpose for which the agency collects the social security number, including any authorized exceptions that apply to such collection, use, or release. Each agency shall ensure that the collection, use, or release of social security numbers complies with the specific applicable federal or state law.

c. Social security numbers collected by an agency may not be used by that agency for any purpose other than the purpose provided in the written statement.

3. An agency collecting an individual's social security number shall provide that individual with a copy of the written statement required in subparagraph 2. The written statement also shall state whether collection of the individual's social security number is authorized or mandatory under federal or state law.

4. Each agency shall review whether its collection of social security numbers is in compliance with subparagraph 2. If the agency determines that collection of a social security number is not in compliance with subparagraph 2., the agency shall immediately discontinue the collection of social security numbers for that purpose.

5. Social security numbers held by an agency are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to social security numbers held by an agency before, on, or after the effective date of this exemption. This exemption does not supersede any federal law prohibiting the release of social security numbers or any other applicable public records exemption for social security numbers existing prior to May 13, 2002, or created thereafter.

6. Social security numbers held by an agency may be disclosed if any of the following apply:

a. The disclosure of the social security number is expressly required by federal or state law or a court order.

b. The disclosure of the social security number is necessary for the receiving agency or governmental entity to perform its duties and responsibilities.

c. The individual expressly consents in writing to the disclosure of his or her social security number.

d. The disclosure of the social security number is made to comply with the USA Patriot Act of 2001, Pub. L. No. 107-56, or Presidential Executive Order 13224.

e. The disclosure of the social security number is made to a commercial entity for the permissible uses set forth in the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq.; the Fair Credit Reporting Act, 15 U.S.C. ss. 1681 et seq.; or the Financial Services Modernization Act of 1999, 15 U.S.C. ss. 6801 et seq., provided that the authorized commercial entity complies with the requirements of this paragraph.

- f. The disclosure of the social security number is for the purpose of the administration of health benefits for an agency employee or his or her dependents.
- g. The disclosure of the social security number is for the purpose of the administration of a pension fund administered for the agency employee's retirement fund, deferred compensation plan, or defined contribution plan.
- h. The disclosure of the social security number is for the purpose of the administration of the Uniform Commercial Code by the office of the Secretary of State.
- 7.a. For purposes of this subsection, the term:
- (I) "Commercial activity" means the permissible uses set forth in the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq.; the Fair Credit Reporting Act, 15 U.S.C. ss. 1681 et seq.; or the Financial Services Modernization Act of 1999, 15 U.S.C. ss. 6801 et seq., or verification of the accuracy of personal information received by a commercial entity in the normal course of its business, including identification or prevention of fraud or matching, verifying, or retrieving information. It does not include the display or bulk sale of social security numbers to the public or the distribution of such numbers to any customer that is not identifiable by the commercial entity.
- (II) "Commercial entity" means any corporation, partnership, limited partnership, proprietorship, sole proprietorship, firm, enterprise, franchise, or association that performs a commercial activity in this state.
- b. An agency may not deny a commercial entity engaged in the performance of a commercial activity access to social security numbers, provided the social security numbers will be used only in the performance of a commercial activity and provided the commercial entity makes a written request for the social security numbers. The written request must:
- (I) Be verified as provided in s. [92.525](#);
- (II) Be legibly signed by an authorized officer, employee, or agent of the commercial entity;
- (III) Contain the commercial entity's name, business mailing and location addresses, and business telephone number; and
- (IV) Contain a statement of the specific purposes for which it needs the social security numbers and how the social security numbers will be used in the performance of a commercial activity, including the identification of any specific federal or state law that permits such use.
- c. An agency may request any other information reasonably necessary to verify the identity of a commercial entity requesting the social security numbers and the specific purposes for which the numbers will be used.
- 8.a. Any person who makes a false representation in order to obtain a social security number pursuant to this paragraph, or any person who willfully and knowingly violates this paragraph, commits a felony of the third degree, punishable as provided in s. [775.082](#) or s. [775.083](#).
- b. Any public officer who violates this paragraph commits a noncriminal infraction, punishable by a fine not exceeding \$500 per violation.
9. Any affected person may petition the circuit court for an order directing compliance with this paragraph.
- (b) Bank account numbers and debit, charge, and credit card numbers held by an agency are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. This exemption applies to bank account numbers and debit, charge, and credit card numbers held by an agency before, on, or after the effective date of this exemption.
- (c)1. For purposes of this paragraph, the term:
- a. "Child" means any person younger than 18 years of age.
- b. "Government-sponsored recreation program" means a program for which an agency assumes responsibility for a child participating in that program, including, but not limited to, after-school programs, athletic programs, nature programs, summer camps, or other recreational programs.
2. Information that would identify or locate a child who participates in a government-sponsored recreation program is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
3. Information that would identify or locate a parent or guardian of a child who participates in a government-sponsored recreation program is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
4. This exemption applies to records held before, on, or after the effective date of this exemption.

- (d) All records supplied by a telecommunications company, as defined by s. [364.02](#), to an agency which contain the name, address, and telephone number of subscribers are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (e) Any information provided to an agency for the purpose of forming ridesharing arrangements, which information reveals the identity of an individual who has provided his or her name for ridesharing, as defined in s. [341.031](#), is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (f)1. The following information held by the Department of Economic Opportunity, the Florida Housing Finance Corporation, a county, a municipality, or a local housing finance agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution:
- a. Medical history records and information related to health or property insurance provided by an applicant for or a participant in a federal, state, or local housing assistance program.
 - b. Property photographs and personal identifying information of an applicant for or a participant in a federal, state, or local housing assistance program for the purpose of disaster recovery assistance for a presidentially declared disaster.
2. Governmental entities or their agents shall have access to such confidential and exempt records and information for the purpose of auditing federal, state, or local housing programs or housing assistance programs.
3. Such confidential and exempt records and information may be used in any administrative or judicial proceeding, provided such records are kept confidential and exempt unless otherwise ordered by a court.
4. Sub-subparagraph 1.b. is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2025, unless reviewed and saved from repeal through reenactment by the Legislature.
- (g) Biometric identification information held by an agency before, on, or after the effective date of this exemption is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. As used in this paragraph, the term "biometric identification information" means:
1. Any record of friction ridge detail;
 2. Fingerprints;
 3. Palm prints; and
 4. Footprints.
- (h)1. Personal identifying information of an applicant for or a recipient of paratransit services which is held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
2. This exemption applies to personal identifying information of an applicant for or a recipient of paratransit services which is held by an agency before, on, or after the effective date of this exemption.
3. Confidential and exempt personal identifying information shall be disclosed:
- a. With the express written consent of the applicant or recipient or the legally authorized representative of such applicant or recipient;
 - b. In a medical emergency, but only to the extent that is necessary to protect the health or life of the applicant or recipient;
 - c. By court order upon a showing of good cause; or
 - d. To another agency in the performance of its duties and responsibilities.
- (i)1. For purposes of this paragraph, "identification and location information" means the:
- a. Home address, telephone number, and photograph of a current or former United States attorney, assistant United States attorney, judge of the United States Courts of Appeal, United States district judge, or United States magistrate;
 - b. Home address, telephone number, photograph, and place of employment of the spouse or child of such attorney, judge, or magistrate; and
 - c. Name and location of the school or day care facility attended by the child of such attorney, judge, or magistrate.
2. Identification and location information held by an agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if such attorney, judge, or magistrate submits to an agency that has custody of the identification and location information:
- a. A written request to exempt such information from public disclosure; and
 - b. A written statement that he or she has made reasonable efforts to protect the identification and location information from being accessible through other means available to the public.

(j) Any information furnished by a person to an agency for the purpose of being provided with emergency notification by the agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to information held by an agency before, on, or after the effective date of this exemption.

History.—s. 4, ch. 75-225; ss. 2, 3, 4, 6, ch. 79-187; s. 1, ch. 82-95; s. 1, ch. 83-286; s. 5, ch. 84-298; s. 1, ch. 85-18; s. 1, ch. 85-45; s. 1, ch. 85-86; s. 4, ch. 85-301; s. 2, ch. 86-11; s. 1, ch. 86-21; s. 1, ch. 86-109; s. 2, ch. 88-188; s. 1, ch. 88-384; s. 1, ch. 89-80; s. 63, ch. 90-136; s. 4, ch. 90-211; s. 78, ch. 91-45; s. 1, ch. 91-96; s. 1, ch. 91-149; s. 90, ch. 92-152; s. 1, ch. 93-87; s. 2, ch. 93-232; s. 3, ch. 93-404; s. 4, ch. 93-405; s. 1, ch. 94-128; s. 3, ch. 94-130; s. 1, ch. 94-176; s. 1419, ch. 95-147; ss. 1, 3, ch. 95-170; s. 4, ch. 95-207; s. 1, ch. 95-320; ss. 3, 5, 6, 7, 8, 9, 11, 12, 14, 15, 16, 18, 20, 25, 29, 31, 32, 33, 34, ch. 95-398; s. 3, ch. 96-178; s. 41, ch. 96-406; s. 18, ch. 96-410; s. 1, ch. 98-9; s. 7, ch. 98-137; s. 1, ch. 98-259; s. 2, ch. 99-201; s. 27, ch. 2000-164; s. 1, ch. 2001-249; s. 29, ch. 2001-261; s. 1, ch. 2001-361; s. 1, ch. 2001-364; s. 1, ch. 2002-67; ss. 1, 3, ch. 2002-256; s. 1, ch. 2002-257; ss. 2, 3, ch. 2002-391; s. 11, ch. 2003-1; s. 1, ch. 2003-16; s. 1, ch. 2003-100; s. 1, ch. 2003-137; ss. 1, 2, ch. 2003-157; ss. 1, 2, ch. 2004-9; ss. 1, 2, ch. 2004-32; ss. 1, 3, ch. 2004-95; s. 7, ch. 2004-335; s. 4, ch. 2005-213; s. 41, ch. 2005-236; ss. 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, ch. 2005-251; s. 14, ch. 2006-1; s. 1, ch. 2006-158; s. 1, ch. 2006-180; s. 1, ch. 2006-181; s. 1, ch. 2006-211; s. 1, ch. 2006-212; s. 13, ch. 2006-224; s. 1, ch. 2006-284; s. 1, ch. 2006-285; s. 1, ch. 2007-93; s. 1, ch. 2007-95; s. 1, ch. 2007-250; s. 1, ch. 2007-251; s. 1, ch. 2008-41; s. 2, ch. 2008-57; s. 1, ch. 2008-145; ss. 1, 3, ch. 2008-234; s. 1, ch. 2009-104; ss. 1, 2, ch. 2009-150; s. 1, ch. 2009-169; ss. 1, 2, ch. 2009-235; s. 1, ch. 2009-237; s. 1, ch. 2010-71; s. 1, ch. 2010-171; s. 1, ch. 2011-83; s. 1, ch. 2011-85; s. 1, ch. 2011-115; s. 1, ch. 2011-140; s. 48, ch. 2011-142; s. 1, ch. 2011-201; s. 1, ch. 2011-202; s. 1, ch. 2012-149; s. 1, ch. 2012-214; s. 1, ch. 2012-216; s. 1, ch. 2013-69; s. 119, ch. 2013-183; s. 1, ch. 2013-220; s. 1, ch. 2013-243; s. 1, ch. 2013-248; s. 1, ch. 2014-72; s. 1, ch. 2014-94; s. 1, ch. 2014-105; s. 1, ch. 2014-172; s. 1, ch. 2015-37; s. 1, ch. 2015-41; s. 1, ch. 2015-86; s. 1, ch. 2015-146; s. 1, ch. 2016-6; s. 1, ch. 2016-27; s. 1, ch. 2016-49; s. 1, ch. 2016-159; s. 1, ch. 2016-164; s. 1, ch. 2016-178; s. 1, ch. 2016-214; s. 2, ch. 2017-11; s. 1, ch. 2017-53; s. 1, ch. 2017-66; s. 1, ch. 2017-96; s. 1, ch. 2017-103; s. 1, ch. 2018-2; s. 1, ch. 2018-53; s. 1, ch. 2018-60; s. 1, ch. 2018-64; s. 1, ch. 2018-77; s. 8, ch. 2018-110; s. 1, ch. 2018-117; s. 1, ch. 2018-146; s. 1, ch. 2018-147; s. 26, ch. 2019-3; s. 1, ch. 2019-12; s. 1, ch. 2019-28; ss. 1, 3, ch. 2019-46; s. 1, ch. 2020-13; s. 1, ch. 2020-34; s. 1, ch. 2020-170; s. 1, ch. 2020-183; s. 1, ch. 2021-48; s. 1, ch. 2021-52; s. 1, ch. 2021-105; s. 30, ch. 2021-170; s. 1, ch. 2021-182; s. 3, ch. 2021-215; s. 1, ch. 2022-88; s. 1, ch. 2022-107; s. 1, ch. 2022-172.

Note.—

A. Additional exemptions from the application of this section appear in the General Index to the Florida Statutes under the heading "Public Records."

B. Portions former ss. 119.07(6), 119.072, and 119.0721; subparagraph (2)(g)1. former s. 119.0711(1); paragraph (2)(p) former s. 406.136.

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DORAL POLICE DEPARTMENT

Police Department:	Doral Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online and in person.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<p><i>In person: You may come to the main police headquarters. 6100 NW 99 Avenue Doral, FL 33176.</i></p> <p><i>The office is open Monday through Friday, 9 A.M. to 5 P.M. Appointments are not necessary.</i></p> <p><i>By Phone: You may call 305-593-6699 and ask to speak with a supervisor or call the Professional Compliance and Standards Section at 786-845-4616.</i></p> <p><i>By Fax or Email: You may submit your Commendation or Complaint by fax at 786-871-1501 or email it to IA@doralpd.com.</i></p>
Are anonymous complaints accepted? If so, what is the process?	<i>Yes.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Doral Police Department
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	Yes.
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>All complaints will be accepted by the Professional Compliance and Standards Section.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Doral Police Department
Who reviews and/or investigates complaints?	<i>In cases where Internal Affairs conducts the investigations, the complainant, the affected employee and all witnesses are interviewed under oath. If a crime has been alleged, the Miami-Dade State Attorney's Office will be contacted to determine if criminal charges should be filed.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>In cases where Internal Affairs conducts the investigations, the complainant, the affected employee and all witnesses are interviewed under oath.</i>
Are all complaints given a case number?	Yes.
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>If the allegations are sustained, the chief of police will determine the disciplinary action taken.</i>
What happens when an investigation is concluded?	<i>A report is prepared that includes these interviews and all other evidence pertinent to the case. The report is forwarded through Internal Affairs for review and recommendation of disposition. The chief of police makes the final decision regarding disposition of the formal complaint. The disposition of the allegations made in the complaint may be sustained, not sustained or unfounded. Letters of disposition will be sent to the complainant at the conclusion of the case.</i>

Police Department:	Doral Police Department
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Employee investigations remain confidential until finalized. No participant including complainants, investigated employees, investigators, and/or witnesses will disclose any information regarding the investigation until the conclusion of the investigation.</i></p> <p><i>Once the investigation is completed, the complainant will be notified via certified letter as to the result of the investigation. Under Florida's Public Records Law, all completed cases become public record and are available for inspection during normal business hours. The case files are kept at the Internal Affairs Unit.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>The average case takes from 30 days to 6 months to complete. This would depend on the complexity of the case, the availability of witnesses, and the involvement of other agencies, such as the State Attorney's Office.</i></p>



CITY OF DORAL POLICE DEPARTMENT

6100 NW 99th Avenue
Doral, FL 33178
PHONE: (786) 845-4616

IA@doralpd.com

Complaint Intake Form

Submitter Information:

Last Name:	First Name:	Middle Initial:
Address:		
City:	State:	Zip Code:
Phone:	Email:	

Incident Date:	Time:	Police Vehicle #:	Marked/Unmarked

Incident Location (address):	Location Name:	Case Number:

Type/Allegation:	Method Complaint Received:

Name and I.D. Number of employee(s) you are complaining about:

--

Description of the incident: (please give as much detail as possible and attach additional pages if necessary)

--

Complaint Intake Form (continued)

Description of the incident: (continued)

Witnesses: (please include names, addresses and phone numbers)

Per F.S.S. 837.06 - Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree, punishable as provided in s. [775.082](#) or s. [775.083](#).

Complainant's Signature

Date and Time

For IA
purpose only

Internal

External

Report
Prepared By: _____

ID#

Internal
Affairs

Div./Unit

Date/Time

Assigned To: _____

ID #

Internal
Affairs

Div/Unit

Date/Time

Due Date: _____

EL PORTAL POLICE DEPARTMENT

Police Department:	El Portal Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>The form is available online.</i>
Is identification required to receive a complaint form?	<i>No.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>It can be mailed, or hand delivered.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Yes.</i>
Are complaint forms available in multiple languages?	<i>English, Spanish, and Haitian Creole.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>The form is offered in three (3) languages. However, no other ADA standards are outlined.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Complainants can submit a written complaint. However, based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Yes.</i>

Police Department:	El Portal Police Department
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	El Portal Police Department
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the person(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>



EL PORTAL POLICE DEPARTMENT

500 Northeast 87th Street
El Portal, Florida 33138-3517
Telephone: (305) 795-7870
Fax: (305) 795-7877

Citizen Complaint Affidavit

Please write your complaint in the space provided below. Prior to writing your complaint, understand that the Officer(s) you are making the complaint against will respond to your complaint under oath. Therefore, you will be required to provide your written allegation / statement in writing and under oath as well. Florida State Statute 837.06 states "Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree, punishable as provided in Florida State Statutes 775.082 & 775.083." If the investigation proves that your written sworn statement is false, you will be subject to prosecution.

Name: _____ Date: _____

Address: _____ Date of Birth: _____

Location of Incident: _____ Date of Incident: _____

Telephone Number: _____ Case Number: _____

I, _____, do solemnly swear or affirm that the following written statement is the truth, the whole truth and nothing but the truth. I also acknowledge that I understand the paragraph above regarding false sworn statements.

Initial: _____

Sworn Citizen Complaint Form
Page _____ of _____

I, _____ have personally written, read and swear or affirm that the foregoing statement is true and correct.

Complainant: _____

Witness: _____

Police Supervisor / Deputy Clerk of the Court: _____

Sworn & subscribed before me on this _____ day of _____, 20____, at _____ hours.

Notary or Deputy Clerk of the Court: _____

NOTE : The completed form (s) can be mailed or hand delivered to Village Hall, at 500 N.E. 87 Street, El Portal, Florida 33138, and " Attention Chief of Police or Village Manager.

Formulario de Queda de Ciudadano

Pagina _____ de _____

Yo, _____, personalmente escribi, he leído y juro o afirmo que lo anterior escrito es verdad y correcto.

Persona haciendo queja: _____

Testigo: _____

Supervisor Policial / Deputy de la corte: _____

Jurado y suscrito antes mi el _____ día de _____, 20 _____, a las _____ am/pm.

Notario o Deputado de la Corte: _____

NOTA: La forma completa(s) pueden ser mandadas por correo or llevar personalmente al village hall, a la direction de 500 NE 87 ST, El Portal, Florida 33138, Y a la atencion del Chief of Police oh Village Manager.

Dokiman a lekri fè sou sèman

Paj ____

Mwen, _____, pèsoneyman ekri li, e sèmante osnon afirme ke deklarasyon an ke mwen bay la li vre e li kòrèk.

Non moun ki pote plent la _____

Temwen: _____

Polis Sipèvizè/ Asistan Grefye: _____

Sèmante e siyen devan mwen jou sa _____ ki se _____, a 20 _____ è _____

Notè osnon Asistan Grefye: _____

NOTE : The completed form (s) can be mailed or hand delivered to Village Hall, at 500 N.E. 87 Street, El Portal, Florida 33138, and " Attention Chief of Police or Village Manager.

FLORIDA CITY POLICE DEPARTMENT

Police Department:	El Portal Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Complaint forms are available at the station.</i>
Is identification required to receive a complaint form?	<i>Based on the form, it is not required.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<p><i>Complaint forms can be filed at the station or via mail to the following:</i></p> <p><i>Professional Compliance Bureau 404 West Palm Drive Florida City, FL 33034</i></p>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	El Portal Police Department
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Written complaints are accepted. Based on the publicly available website, additional information is not available to answer this question.</i></p>
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p><i>Based on the form, it is not required.</i></p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints investigated?</p>	<p><i>Based on the flyer, yes.</i></p>
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>Professional Compliance Bureau (PCB) Investigator</i></p>
<p>What evidence does the Department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn Video footage? Recordings from the incident location?</p>	<p><i>Statements are taken from the complaint, all witnesses, and the subject employee(s).</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>The complaint is documented on the preliminary complaint form, which is forwarded to the professional compliance bureau. When received, the complaint is classified and assigned to an investigator.</i></p>

Police Department:	El Portal Police Department
Are all complaints given a case number?	Yes
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Upon completion, the case is reviewed, and a disposition is made by the department command level supervisors.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>The case is public record filed with the PCB.</i>
What happens to a department employee if the person(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>The case is considered public record and is available for inspection during business hours.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	30 days to 6 months

Telephone Contact Number
Florida City Police Department



Professional Compliance Bureau
404 West Palm Drive
Florida City, FL 33034
Tel (305) 247-8223 x 307
Direct Line (305) 248-2459
Fax (305) 247-0178

Florida City
Police
Department

F.C.P.D.



Professional Compliance Bureau – Preliminary Complaint Form

Q: How do I file a complaint against an employee of the Florida City Police Department?

A: Complaints against any F.C.P.D. employee will be accepted at the department. Anonymous complaints can be submitted via mail to:

Professional Compliance Bureau
404 West Palm Drive
Florida City, FL 33034

Q: What happens to my complaints?

A: The complaint is documented on this Preliminary Complaint Form which is forwarded to the Professional Compliance Bureau. When received, the complaint is classified and assigned to an investigator. Statements are taken from the complainant, all witnesses, and the subject employee(s). Upon completion, the case is reviewed and a disposition is made by departmental command level supervisors.

Q: How long does it take the Professional Compliance Bureau to complete the investigation?

A: The average case takes from 30 days to 6 months to complete. This would depend on the complexity of the case, the availability of witnesses, and the involvement of other agencies, such as the State Attorney's Office.

Q: Will I be notified of the findings? Will I be able to see the completed case?

A: Yes. Both the complainant and the employee will be notified when the investigation has been completed. Under Florida's Public Records Law, all completed cases become public record and are available for inspection during normal business hours. The case files are kept at the Professional Compliance Bureau.

PRELIMINARY COMPLIANT REPORT

Date Received: _____ I.A. CASE #: _____
Staff member who received complaint: _____ I.D. #: _____

How received: _____
Telephone _____ Letter _____ Visit _____ Other _____

Complainant: _____
Age _____ Sex _____ Arrested: Y ___ N ___ Date: _____

Residence Address: _____
Phone #: _____ email: _____

Business Address: _____
Phone #: _____

Allegation: _____

Address of Occurrence: _____
Date: _____ Time: _____ Complaint Injured: Y ___ N ___
TICKET #: _____ Complainant received copy of F.S.S.
112.533 (C)(3) verbally over the telephone: _____
Signature: _____ Time: _____

Person giving F.S.S. 112.533 (C)(3) verbally over telephone
Signature: _____ Time: _____

Personnel Involved: _____ BADGE #: _____ DIVISION AND SHIFT: _____

Witness(s): _____ Address: _____ Telephone: _____

Case Assigned to: _____ Date: _____
Findings: _____ Sustained: _____ Action Taken: _____

Non-Sustained: _____ Explain: _____

Commanding Officer / ID# _____ Date Reviewed _____

Chief of Police / ID# _____ Date Reviewed _____

*** Attach a separate sheet of paper if additional space is needed***

From: Julian Hoyte
Sent: Wednesday, August 9, 2023 12:16 PM
To: Rozen, David A. (ICP)
Cc: Jennifer Evelyn; Pedro Taylor; Michelle Ramirez; Delna Elisme
Subject: FW: Follow-Up + Miami-Dade County Independent Civilian Panel + South Florida Complaint Intake Process Project + Questionnaire Response Needed

EMAIL RECEIVED FROM EXTERNAL SOURCE

Good afternoon Mr. Rozen,

Please find attached a copy of the Florida City Police Department Internal Affairs Complaint Form. All Florida City Police Department Internal Affairs Investigation are conducted in accordance the Florida Statute Section 112.532 Officer Bill of Rights. All Citizen(s) complaints received are investigated fully and thoroughly by the Florida City Police Department Internal Affairs Bureau. Complaint forms, Complainant Statements, Witness Statements, any type of Evidences and Subject Officer(s) statement are reviewed and examine thoroughly to ensure transparency and accountability to all citizens. All Subject Officer are allow to have PBA representation during any internal affairs interview, when requested.

From: Jennifer Evelyn [mailto:cityclerk@floridacityfl.gov]
Sent: Wednesday, August 9, 2023 10:12 AM
To: Julian Hoyte <JHoyte@flcitypd.com>
Cc: Pedro Taylor <PTaylor@flcitypd.com>; Michelle Ramirez <MRamirez@flcitypd.com>; Delna Elisme <DElisme@flcitypd.com>
Subject: Fw: Follow-Up + Miami-Dade County Independent Civilian Panel + South Florida Complaint Intake Process Project + Questionnaire Response Needed

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning

Please refer to email thread below and respond to Mr. Rozen directly. Thank you.

JENNIFER A. EVELYN
CITY CLERK
CITY OF FLORIDA CITY
404 WEST PALM DRIVE
FLORIDA CITY, FL 33034
(305) 247-8221- office
cityclerk@floridacityfl.gov



"Spread love everywhere you go. Let no one ever come to you without leaving happier."

From: Rozen, David A. (ICP) <David.Rozen@miamidade.gov>
Sent: Tuesday, August 8, 2023 4:27 PM
To: ptaylorpd; Jennifer Evelyn
Subject: Follow-Up + Miami-Dade County Independent Civilian Panel + South Florida Complaint Intake Process Project + Questionnaire Response Needed

To Florida City Police Department:

Good afternoon. It has now been six (6) business days since I sent an introductory e-mail seeking your completion of the attached questionnaire, and I have not received any response. Do have any questions and/or concerns? When can I expect your response?

I hope to get your response by 5 PM on Wednesday, August 16, 2023.

Please address any issues with me directly.

Best,

David A. Rozen, Esq.*
Director of Policy
Miami-Dade County Independent Civilian Panel
73 W Flagler Street
Suite 1902
Miami, FL 33130
Office: (305) 349-7525
<https://link.edgepilot.com/s/620bba0d/ZDs-2nBQSE2lm57Ak5gQcQ?u=https://www.miamidade.gov/global/government/independent-civilian-panel/home.page>



Independent Civilian Panel

https://link.edgepilot.com/s/e9821fcc/YGNuWGIDrE_anjOZScaQRw?u=ht

The Miami-Dade County Independent Civilian Panel (ICP) is the impartial independent investigations and reviews and hold public hearings regarding made against sworn officers of (i) the Miami-Dade Police Department or (ii) any other law enforcement agency established by the Board.

<https://link.edgepilot.com/s/848799e8/IGsVpZsQ5EaXmcxu2MAztg?u=https://www.facebook.com/MiamiDadeICP>

**Licensed Attorney in New York State*

From: Rozen, David A. (ICP) <David.Rozen@miamidade.gov>

Sent: Monday, July 31, 2023 11:05:31 AM

To: ptaylor@floridacityfl.gov <ptaylor@floridacityfl.gov>

Subject: Miami-Dade County Independent Civilian Panel + South Florida Complaint Intake Process Project + Questionnaire Response Needed

To: Pedro Taylor, Chief, Florida City Police Department

I hope this e-mail finds you well. Let me introduce myself, I am [David A. Rozen](#) and I serve as the Director of Policy for the [Miami-Dade County Independent Civilian Panel \(“ICP”\)](#). Prior, I served 3.5 years as Deputy General Counsel to the [New York City Commission on Human Rights](#).

I am steadfast in my commitment to promoting and enhancing an environment that seeks to make law enforcement agencies more transparent, accountable, and responsive to the communities they serve. This is illustrated by my: (i.) tenure as Assistant Counsel to the [New York City Office of the Inspector General for the New York City Police Department \(“NYPD”\)](#) where I evaluated policies, practices, programs, and procedures of NYPD and related agencies, actively identified deficiencies and negotiated/implemented resolutions; and (ii.) my election as Vice-Chair and role of Acting-Chair of the [City of Albany’s Citizens’ Police Review Board](#).

After consulting with [Executive Director Price](#) and reviewing the Panel’s past actions (meetings, requests, etc.), I am initiating a South Florida Complaint Intake Process Project. The outcome

being an accessible and easily digestible public information guide on how to file complaints against all law enforcement agencies in Miami-Dade and Broward Counties.

I am requesting your assistance. Please complete the attached questionnaire and return it at your earliest opportunity. Any questions and/or concerns can be addressed to me directly. My contact information is provided below.

Thank you for your help and cooperation.

Best,

David A. Rozen, Esq.*

Director of Policy

Miami-Dade County Independent Civilian Panel

73 W Flagler Street

Suite 1902

Miami, FL 33130

Office: (305) 349-7525

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<https://link.edgepilot.com/s/848799e8/IGsVpZsQ5EaXmcxu2MAztg?u=https://www.facebook.com/MiamiDadeICP>

**Licensed Attorney in New York State*

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

FLORIDA EAST COAST RAILWAY POLICE DEPARTMENT

Police Department:	Florida East Coast Railway Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Florida East Coast Railway Police Department
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints investigated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p>.</p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Florida East Coast Railway Police Department
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the person(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/ exempted from disclosure?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>

FLORIDA INTERNATIONAL UNIVERSITY POLICE DEPARTMENT

Police Department:	Florida International University Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Yes. The department provides citizens with the convenience of making complaints online (website), in-person, email, fax, and by conventional mail.</i>
Is identification required to receive a complaint form?	<i>No.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>All of the options mentioned.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Complaints from anonymous individuals are accepted. The complaint is evaluated by the Internal Affairs Unit and a determination is made as to whether the allegations can be investigated without the assistance of the complainant. The chief of police has the discretion on whether to investigate an anonymous complaint.</i>
Can all employees of the department accept complaints?	<i>Yes.</i>
Are complaint forms available in multiple languages?	<i>Not currently.</i>
Are translation services available to assist members of the public file a complaint?	<i>Yes. Translation services are available and used when necessary.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Yes.</i>

Police Department:	Florida International University Police Department
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Complaints are initiated in a variety of ways, including but not limited to, in person, in writing, on the police department website, verbally to an officer, email, mail, and fax.</i></p>
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p>Yes.</p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p>No.</p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Internal investigations are comprehensive. All known witnesses are interviewed. Translators, and advocates are called upon as needed. These protocols are in the department's directives.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p>No.</p>
<p>Are all complaints investigated?</p>	<p><i>Yes, with the possible exception of an anonymous complaint.</i></p>
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>The best evidence in an internal investigation is independent witnesses, physical evidence, and sworn statements. Evidence can be collected in a variety of ways, including but not limited to, impounding physical evidence, sworn statements, written statements, and witness interviews.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>The Florida International University Police Department's Internal Affairs.</i></p>

Police Department:	Florida International University Police Department
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>All of the evidence mentioned is used in conducting the investigation, if available.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>The complaint goes to the Internal Affairs Commander. The complaint is given a case number, electronic copies of all complaint materials are created, and the case is assigned to the appropriate entity for investigation. The cases are assigned based on several factors, including but not limited to the severity of the allegation. Some allegations will be investigated by the employee's immediate supervisor, others will be investigated by the Internal Affairs Unit.</i></p>
<p>Are all complaints given a case number?</p>	<p>Yes</p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>The complainant will be informed that the complaint was received and an investigation is being initiated, notice of scheduling for statements, and the findings after the investigation is completed.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>An investigation may result in one of the following: Sustained, Not Sustained, Unfounded, or Exonerated. An employee may be disciplined (oral counselling, written reprimand, suspension, termination), the investigation may result in a need for a change in policy, employee training or remedial training, and/or referral to the State Attorney's Office. If discipline is issued the employee may appeal the matter (hearing, mediation, arbitration).</i></p>

Police Department:	Florida International University Police Department
<p>What happens when an investigation is concluded?</p>	<p><i>A detailed report will be written outlining the facts of the case, the results of sworn statements, evidence collected, consultation with the State Attorney's Officer, if necessary, and the findings. All parties will receive written notice of the outcomes and give the opportunity to respond. An electronic copy of all documents is created, and a hard copy of the file is kept in a secure room (authorized personnel only accessible).</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the Complainant receive a copy?</p>	<p><i>Yes. Written notice on department letterhead sent by certified mail.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Discipline (oral counselling, written reprimand, suspension, termination), training, remedial training, evaluation of fitness for duty.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>The report will indicate the result (findings), the employee will be notified in writing, and the complaint will also be notified in writing.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>The complaint will be given the opportunity to discuss the matter with the chief of police. Additionally, the complainant will always have the option of filing a complaint through the Office of University Compliance & Integrity.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>The complainant will have access to all investigative records once the matter has been closed. Internal investigations are subject to public records laws, Fla Stat. 119.071 & 112.532.</i></p>

Police Department:	Florida International University Police Department
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>All complaints are addressed as soon as received. Depending on the complexity of the allegation and the subsequent investigation process, all complaints are completed within a reasonable time frame not to exceed the statutory 180 days.</i>



Florida International University Police Department



Civilian Complaint Form

I, _____, would like to provide the following
(Print Name)

Statement as a formal complaint with the Florida International University Police Department.

Date/Time of Incident: _____

Place of Occurrence: _____

Briefly describe the incident: _____

Pursuant to Florida State Statute 837.06: Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree.

I swear and affirm that the above statements are true and correct.

Signature Date



Florida International University Police Department



Receipt For Civilian Complaint Packet

Complaint: Please read and complete the following and present to member of the Department issuing the packet.

Your name: _____

Address: _____

Telephone: _____

Date & Time: _____

I hereby acknowledge receipt of this Civilian Complaint Packet.

Signature of Complainant

GOLDEN BEACH POLICE DEPARTMENT

Police Department:	Golden Beach Police Department
Please provide a copy of the complaint form.	<i>Attached</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Forms are available at the police station and can be received from an on-duty supervisor or to the town hall during business hours.</i>
Is identification required to receive a complaint form?	<i>Based on the form provided, ID is not required.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>In person or over the phone</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Anonymous complaints are accepted. Name, address, and phone number are not required.</i>
Can all employees of the department accept complaints?	<i>Only supervisors can accept complaints at the station. Anyone can accept them at town hall.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>You can file a written or verbal complaint after you are with the correct personnel.</i>

Police Department:	Golden Beach Police Department
Do complaint forms require a signature under the penalty of perjury?	<i>Do not require signature</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question,</i>
Are all complaints investigated?	<i>All complaints against an employee are investigated provided the complaint contains sufficient factual data to warrant an investigation. Additionally, persons who knowingly make a false complaint may be subject to criminal prosecution and/or civil action.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>A designated UA investigator</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Statements are taken from the complainant, witnesses, and the subject employee(s).</i>
What happens when an investigation is initiated?	<i>When a complaint is received it is classified and assigned either to the affected employees, immediate supervisor or to a designated UA investigator</i>

Police Department:	Golden Beach Police Department
Are all complaints given a case number?	Yes
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>When a complaint is received it is classified and assigned either to the affected employees, immediate supervisor or to a designated UA investigator</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	
What happens when an investigation is concluded?	<i>All infractions are referred to Golden Beach's Police Command Staff for recommendations. The police chief after reviewing the supervisory staff's recommendation then forwards the matter to the town manager for review and then submission to the town mayor, if disciplinary action is recommended. The Miami Dade (11th Circuit) State Attorney's Office reviews a complaint where an employee may be involved in violation of state laws. Violations of federal law(s) are referred to the appropriate federal action.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>When a complaint is received it is classified and assigned either to the affected employees, immediate supervisor or to a designated UA investigator</i>

Police Department:	Golden Beach Police Department
<p>What happens to a department employee if the person(s) is found to have acted improperly?</p>	<p><i>Results are sustained, not sustained, unfounded, false, or exonerated. When a complaint against an employee is sustained, the chief of police recommends corrective and/or disciplinary action to the town manager who reviews the complaint findings and then recommendations and then concurs or modifies the recommendation and forwards it to the town mayor. This action can range from remedial training to termination. There are five types of personnel action which can be recommended for a sustained complaint are verbal counseling, written warning, letter of reprimand, suspension and/or dismissal. The employee can also be demoted.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Nothing happens.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Resolved within 60 days but sometimes longer if complex.</i></p>

COMPLAINT FORM

Name (Optional)

Address (Optional)

Telephone Number (Optional)

Persons who knowingly make a false complaint may be subject to criminal prosecution and/or civil action.

Name(s) of Police Personnel Involved (If Known)

Date and Time of Incident

Location of Incident

Police Personnel receiving Complaint Form:

Nature of Complaint:

**GOLDEN BEACH
POLICE DEPARTMENT**



**INTERNAL AFFAIRS
COMPLAINT
INVESTIGATION**

An informational guide about how complaints against Golden Beach employees are received processed and investigated.

Q. What is the function in the Internal Affairs Complaint Investigation process in the Golden Beach Police Department?

A. The Internal Affairs Complaint Investigation process receives and reviews complaints and supervises and control investigations regarding Golden Beach Police employees. The function is also tasked with ensuring that misconduct allegations made against employees are thoroughly investigated while maintaining objectivity by gathering all pertinent information in a professional and independent manner and not making recommendations regarding dispositions of investigations conducted.

Q. How will the complaint be investigated?

A. When a complaint is received, it is classified and assigned either to the affected employee's immediate supervisor or to a designated Internal Affairs Investigator. Statements are taken from the complainant, witnesses and the subject employee(s). All complaints are investigated.

Q. How are the investigations resolved?

A. All infractions are referred to Golden Beach's Police Command Staff for recommendations. The Police Chief, after reviewing the supervisory staff's recommendation then forwards the matter to the Town Manager for review and then submission to the Town Mayor, if disciplinary action is recommended. The Miami-Dade (Eleventh Circuit) State's Attorney's Office reviews any complaint where an employee may be involved in violation of state laws. Violations of federal law(s) are referred to the appropriate federal agency.

Q. Are all complaints investigated?

A. Yes, all complaints against employees are investigated provided the complaint contains sufficient factual data to warrant an investigation.

Q. How long will it take to resolve my complaint?

A. Typically, a complaint is resolved within 60 days, although some investigations are more complex and may take longer. Complaints may be sustained, not sustained, unfounded or exonerated as defined below.

SUSTAINED - The investigation identified sufficient evidence to clearly prove the allegation made in the complaint.

NOT SUSTAINED - The investigation was unable to identify sufficient evidence to prove or disprove the allegation made in the complaint.

UNFOUNDED:

Not involved - The investigator determined that the named employee was not involved in the alleged incident.

False - The allegation is false. The alleged incident never occurred.

EXONERATED - The actions that provided the basis for the complaint or allegations did occur. However, the investigation revealed that they were justified, lawful and proper.

When a complaint against an employee is sustained, the Chief of Police recommends corrective and/or disciplinary action to the Town Manager who reviews the complaint findings and then recommends and then concurs or modifies the recommendation and forwards it to the Town Mayor. This action can range from remedial training to termination.

There are five types of personnel action which can be recommended for a sustained complaint:

Verbal Counseling - Administered by any supervisor in the chain-of-command of the employee after approved by the Town Mayor, and supported by subsequent documentation on the counseling form.

Written Warning - Documentation of an employee's violation of a rule or policy and discussed with the employee in order to improve performance after approval by the Town Mayor.

Letter of Reprimand - Formal disciplinary action by the Town Mayor which becomes a permanent part of the employee's personnel file.

The fourth and fifth types of discipline are more severe, those being: **Suspension and/or Dismissal**. Additionally, an employee holding a supervisory position may be demoted in rank.

Q. Does the Golden Beach Police Department attempt to identify employees who may be prone to committing an act of misconduct before it occurs?

A. Yes. The Golden Beach Police Department has developed an early warning system designed to identify employees who may be on the verge of committing an act of misconduct. The system identifies employees who display a pattern of pre-determined behavioral indicators. These employees may be referred to an Employee Assistance Program (EAP).

Filing a Complaint

Q. How do I file a complaint against an employee of the Golden Beach Police Department?

A. Complaints may be filed in a number of ways. Usually, an on duty supervisor is dispatched to the Police Substation or Town Hall to immediately determine the severity and the time sensitivity of the complaint. The entire Police Supervisory staff is immediately made aware of the complaint. Based upon the Police Captain and/or Police Chief assessment, the complaint shall be assigned to the appropriate entity or person for investigation.

Complainants who wish to speak directly to a Police Supervisor or who wish to simply complete the attached complaint form and submit it to any police supervisor may do so.

Complaints may be filed in person at the Golden Beach Town Hall, 1 Golden Beach Drive, Golden Beach, Florida 33160 or by telephone (305) 932-0744. Office hours are Monday - Friday, 9:00 a.m. to 5:00 p.m. During non-business hours, complaints may be directed to the Police Substation or any on-duty Golden Beach Police Department supervisor. Persons who knowingly make a false complaint may be subject to criminal prosecution and/or civil action.

Q. What rights do employees have if a complaint is made against them?

A. Under Florida State Statute 112.532, Police Officers have the right to review all complaints and witness statements prior to final resolution. Employee investigations remain confidential until finalized. No participant including complainants, investigated employees, investigators or witnesses will disclose any information regarding the investigation until the investigator's conclusion. Employees have the right to representation while giving a formal statement. Employees will not be discharged, disciplined, demoted, denied promotion, transferred, re-assigned or otherwise discriminated against concerning their employment or threatened with any such treatment by reason of their exercise of rights.

Employees will be protected against false allegations of misconduct by the Town consistently conducting thorough, fair and objective investigations.

Use the Complaint Form on the back to complete a brief description of the incident.

HALLANDALE BEACH POLICE DEPARTMENT

Police Department:	Hallandale Beach Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>In person and online.</i>
Is identification required to receive a complaint form?	<i>No.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>In person, mail, fax.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Yes.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Hallandale Beach Police Department
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Complainants submit a written or verbal complaint.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>No.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Supervisors are required to respond to all complaints against department personnel.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Hallandale Beach Police Department
Who reviews and/or investigates complaints?	<p><i>Major complaints will be handled by Internal Affairs Unit (IA) brought immediately to the chief of police. All complaints of a minor nature will be initially referred to the employee's immediate supervisor. If the member's supervisor is off duty and/or not available, the on-duty supervisor will meet with the complainant to discuss the concern. Minor complaints will include but are not limited to, misunderstandings of law and/or procedures, rudeness, traffic related incidents, etc. If the line supervisor is not able to satisfy the complainant with an understanding approach, patience, and a calm explanation of the law and/or procedures the complainant will be referred to IA.</i></p>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-Worn Video footage? Recordings from the incident location?	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
What happens when an investigation is initiated?	<p><i>Internal Affairs (IA) will review the complaint, assign an IA File Number, and record such in an Annual Complaint Log. Then it will mail a letter to the complainant, if identified, acknowledging receipt of the complaint. Complaints of a minor nature will be addressed by the supervisor. The supervisor shall obtain the employee's statement, complete a Counseling Form, and forward the findings to the division deputy chief, via chain of command, within 72 hours. Once reviews by the division deputy chief, s/he will notify IA via email of any complaint disposition.</i></p>
Are all complaints given a case number?	<p>Yes</p>

Police Department:	Hallandale Beach Police Department
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>All investigations will contain one of the following findings: Sustained, inconclusive, exonerated, unfounded.</i>
What happens when an investigation is concluded?	<i>The complainant will be notified of the findings.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Public Record</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>The IA investigator shall submit the completed investigation and Form CJSTC-78 to the Florida Department of Law Enforcement within 45 days of the date the allegation sustained. Possible actions taken are corrective action, demotion, disciplinary actions, discipline, Garrity warning, professional compliance, progressive discipline, suspension, or termination.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Yes. The Hallandale Beach Police Department is compliant with the Florida Public Records Law.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>In most instances, IA investigations will be completed in 45 days in receipt of complaint.</i>



Hallandale Beach Police Department
400 S. Federal Hwy.
Hallandale Beach, FL 33009
Phone: 954-457-1416 Fax: 954-458-4911



PROCEDURES FOR FILING CITIZEN COMPLAINTS
REGARDING POLICE DEPARTMENT PERSONNEL OR SERVICES

All citizen complaints alleging misconduct or any complaint against any police department personnel or services may be made by contacting any Shift Supervisor. The Shift Supervisor will listen to the complaint and determine if the complaint can be handled at this level, or if it is of a more serious nature, must be forwarded to the Professional Standards Investigator for further investigation.

In any event, a written report of the complaint by the Shift Supervisor will be forwarded to the Office of the Chief and Professional Standards for analysis.

The complaining citizen, upon contacting the Professional Standards Investigator, may request to meet at the police department or any other convenient location of choice.

The Professional Standards Investigator will listen to complaints orally, in full, prior to discussing the proper procedure for filing a formal complaint.

Formal complaints or allegations may necessitate taking taped or written statements, including the possibility of the complainant and witnesses appearing before the Civil Service Board or even testifying in Court if the complaint is one of a criminal nature.

If the investigation indicates at any given moment that the alleged complaint of misconduct, abusive use of force or a shooting incident, that there may be criminal intent, then the use of a polygraph examination for either the complainant, any witness, or the department member may be utilized.

After having fully received the complaint and an investigation is finalized and processed, the complaint is categorized as follows:

A. SUSTAINED

If after a review of the facts and all relevant evidence, it is determined that the complaint is supported by these facts, then the complaint is substantiated. Once substantiated, the appropriate disciplinary action is instituted.

B. UNFOUNDED

If after carefully reviewing all facts in the complaint, it is determined that the information concludes the allegation is untrue, then it is indicated as unfounded, and as such, is closed. However, this in no way precludes the possibility of new evidence or facts in reopening an investigation.

C. INCONCLUSIVE

If after a careful review of all facts and pertinent information concerning the allegation, a determination is made that because of a lack of witnesses or other objective and persuasive evidence, the complaint cannot logically, justly be substantiated, although this does not necessarily mean the allegation is untrue but cannot be proven (such as a one-on-one situation with a spoken word not overheard by a third party), then it is indicated as inconclusive.

D. EXONERATED

If a careful review of all the facts has been done and the allegation has been completely investigated, and the facts indicate that the action taken was consistent with agency policy, the employee is exonerated of the complaint.

CONCLUSION

After a final review with the Chief of Police and his determination of action to be taken is obtained, you will be notified, in writing, of the results of the investigation, and in non-specific terms, what action was taken by the Department.

Professional Standards maintains complaint investigation files on all members, and reviews and analyzes them to determine trends and types of complaints. In addition, this office is always on the alert for unreported incidents and indications of potential problems involving behavior, attitudes or conditions the Chief of Police should be made aware of.

It must be clearly and definitely understood that every complaint is not a violation of law or regulations, and even though not substantiated, the facts are documented for analysis.

IF YOU ARE NOT SURE ABOUT THE COMPLAINT OR YOU HAVE QUESTIONS, YOU MAY CALL INTERNAL AFFAIRS AT 954-457-1416.

FLORIDA STATUTES: a copy of the law enforcement officers' rights is attached to provide you with the rules we must adhere to when investigating allegations against them. A copy of F.S.S. 112.532 follows.

The 2006 Florida Statutes

Title X

PUBLIC OFFICERS, EMPLOYEES, AND RECORDS

Chapter 112

PUBLIC OFFICERS AND EMPLOYEES: GENERAL PROVISIONS

112.532 Law enforcement officers' and correctional officers' rights. --All law enforcement officers and correctional officers employed by or appointed to a law enforcement agency or a correctional agency shall have the following rights and privileges:

(1) RIGHTS OF LAW ENFORCEMENT OFFICERS AND CORRECTIONAL OFFICERS WHILE UNDER INVESTIGATION.--Whenever a law enforcement officer or correctional officer is under investigation and subject to interrogation by members of his or her agency for any reason which could lead to disciplinary action, demotion, or dismissal, such interrogation shall be conducted under the following conditions:

(a) The interrogation shall be conducted at a reasonable hour, preferably at a time when the law enforcement officer or correctional officer is on duty, unless the seriousness of the investigation is of such a degree that immediate action is required.

(b) The interrogation shall take place either at the office of the command of the investigating officer or at the office of the local precinct, police unit, or correctional unit in which the incident allegedly occurred, as designated by the investigating officer or agency.

(c) The law enforcement officer or correctional officer under investigation shall be informed of the rank, name, and command of the officer in charge of the investigation, the interrogating officer, and all persons present during the interrogation. All questions directed to the officer under interrogation shall be asked by or through one interrogator during any one investigative interrogation, unless specifically waived by the officer under investigation.

(d) The law enforcement officer or correctional officer under investigation shall be informed of the nature of the investigation prior to any interrogation, and he or she shall be informed of the name of all complainants.

(e) Interrogating sessions shall be for reasonable periods and shall be timed to allow for such personal necessities and rest periods as are reasonably necessary.

(f) The law enforcement officer or correctional officer under interrogation shall not be subjected to offensive language or be threatened with transfer, dismissal, or disciplinary action. No promise or reward shall be made as an inducement to answer any questions.

(g) The formal interrogation of a law enforcement officer or correctional officer, including all recess periods, shall be recorded on audio tape, or otherwise preserved in such a manner as to allow a transcript to be prepared, and there shall be no unrecorded questions or statements. Upon the request of the interrogated officer, a copy of any such recording of the interrogation session must be made available to the interrogated officer no later than 72 hours, excluding holidays and weekends, following said interrogation.

(h) If the law enforcement officer or correctional officer under interrogation is under arrest, or is likely to be placed under arrest as a result of the interrogation, he or she shall be completely informed of all his or her rights prior to the commencement of the interrogation.

(i) At the request of any law enforcement officer or correctional officer under investigation, he or she shall have the right to be represented by counsel or any other representative of his or her choice, who shall be present at all times during such interrogation whenever the

interrogation relates to the officer's continued fitness for law enforcement or correctional service.

(j) Notwithstanding the rights and privileges provided by this part, this part does not limit the right of an agency to discipline or to pursue criminal charges against an officer.

(2) COMPLAINT REVIEW BOARDS.--A complaint review board shall be composed of three members: One member selected by the chief administrator of the agency or unit; one member selected by the aggrieved officer; and a third member to be selected by the other two members. Agencies or units having more than 100 law enforcement officers or correctional officers shall utilize a five-member board, with two members being selected by the administrator, two members being selected by the aggrieved officer, and the fifth member being selected by the other four members. The board members shall be law enforcement officers or correctional officers selected from any state, county, or municipal agency within the county. There shall be a board for law enforcement officers and a board for correctional officers whose members shall be from the same discipline as the aggrieved officer. The provisions of this subsection shall not apply to sheriffs or deputy sheriffs.

(3) CIVIL SUITS BROUGHT BY LAW ENFORCEMENT OFFICERS OR CORRECTIONAL OFFICERS.--Every law enforcement officer or correctional officer shall have the right to bring civil suit against any person, group of persons, or organization or corporation, or the head of such organization or corporation, for damages, either pecuniary or otherwise, suffered during the performance of the officer's official duties, for abridgment of the officer's civil rights arising out of the officer's performance of official duties, or for filing a complaint against the officer which the person knew was false when it was filed. This section does not establish a separate civil action against the officer's employing law enforcement agency for the investigation and processing of a complaint filed under this part.

(4)(a) NOTICE OF DISCIPLINARY ACTION.--No dismissal, demotion, transfer, reassignment, or other personnel action which might result in loss of pay or benefits or which might otherwise be considered a punitive measure shall be taken against any law enforcement officer or correctional officer unless such law enforcement officer or correctional officer is notified of the action and the reason or reasons therefore prior to the effective date of such action.

(b) Notwithstanding the provisions of s. [112.533](#) (2), whenever a law enforcement officer or correctional officer is subject to disciplinary action consisting of suspension with loss of pay, demotion, or dismissal, the officer shall, upon request, be provided with a complete copy of the investigative report and supporting documents and with the opportunity to address the findings in the report with the employing law enforcement agency prior to the imposition of the disciplinary action consisting of suspension with loss of pay, demotion, or dismissal. The contents of the complaint and investigation shall remain confidential until such time as the employing law enforcement agency makes a final determination whether or not to issue a notice of disciplinary action consisting of suspension with loss of pay, demotion, or dismissal. This paragraph shall not be construed to provide law enforcement officers with a property interest or expectancy of continued employment, employment, or appointment as a law enforcement officer.

(5) RETALIATION FOR EXERCISING RIGHTS.--No law enforcement officer or correctional officer shall be discharged; disciplined; demoted; denied promotion, transfer, or reassignment; or otherwise discriminated against in regard to his or her employment or appointment, or be threatened with any such treatment, by reason of his or her exercise of the rights granted by this part.

(6) LIMITATIONS PERIOD FOR DISCIPLINARY ACTIONS.--

(a) Except as provided in this subsection, no disciplinary action, demotion, or dismissal shall be undertaken by an agency against a law enforcement officer or correctional officer for any act, omission, or other allegation of misconduct if the investigation of such allegation is not completed within 180 days after the date the agency receives notice of the allegation by a person authorized by the agency to initiate an investigation of the misconduct. In the event that the agency determines that disciplinary action is appropriate, it shall complete its investigation and give notice in writing to the law enforcement officer or correctional officer of its intent to proceed with disciplinary action, along with a proposal of the action sought. Such notice to the officer shall be provided within 180 days after the date the agency received notice of the alleged misconduct, except as follows:

1. The running of the limitations period may be tolled for a period specified in a written waiver of the limitation by the law enforcement officer or correctional officer.
2. The running of the limitations period shall be tolled during the time that any criminal investigation or prosecution is pending in connection with the act, omission, or other allegation of misconduct.
3. If the investigation involves an officer who is incapacitated or otherwise unavailable, the running of the limitations period shall be tolled during the period of incapacitation or unavailability.
4. In a multijurisdictional investigation, the limitations period may be extended for a period of time reasonably necessary to facilitate the coordination of the agencies involved.

(b) An investigation against a law enforcement officer or correctional officer may be reopened, notwithstanding the limitations period for commencing disciplinary action, demotion, or dismissal, if:

1. Significant new evidence has been discovered that is likely to affect the outcome of the investigation.
2. The evidence could not have reasonably been discovered in the normal course of investigation or the evidence resulted from the pre-disciplinary response of the officer. Any disciplinary action resulting from an investigation that is reopened pursuant to this paragraph must be completed within 90 days after the date the investigation is reopened.

History.--s. 2, ch. 74-274; s. 2, ch. 82-156; s. 2, ch. 93-19; s. 721, ch. 95-147; s. 1, ch. 98-249; s. 1, ch. 2000-184; s. 1, ch. 003-149; s. 3, ch. 2005-100.

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Hallandale Beach Police Department
 400 S. Federal Hwy., Hallandale Beach, FL 33009
 Phone: 954-457-1416 Fax: 954-458-4911



CITIZEN COMMENT/CONCERN FORM

Your Name: _____ Date: _____

Address: _____

Home Phone: _____

Hallandale Beach Police Dept. Case No. (if applicable): _____

Officer(s)/Employee(s) Involved if known: _____

Please make your comment or provide a brief description of your concern below (attach additional sheets if necessary): _____

This form may be submitted via fax, mail or in person (see top of form for contact information). Upon submission, this form will be referred to the appropriate level of supervision for investigation. Depending upon the nature of your comment or concern, a written or oral sworn statement may be required for additional action by the department. You will be contacted by the appropriate personnel if this is necessary.



HALLANDALE BEACH POLICE DEPARTMENT
GENERAL ORDER



TITLE:	INTERNAL AFFAIRS (FUNCTIONS & ACTIVITIES)
GENERAL ORDER NUMBER:	1.5.1/R9
EFFECTIVE DATE:	AUGUST 3, 2021
RESCINDS:	1.5.1/R8
ACCREDITATION STANDARDS:	CFA 2.07, 7.02 B, C, 7.03, 7.04, 7.05, 7.06, 20.01 A-G, 20.02, 20.03, 20.04
NUMBER OF PAGES	13
CROSS REFERENCE:	FSS 112.533; FSS 119; FSS 112.532; ADMINISTRATIVE POLICY No. 2016.008, RECORDS REQUESTS

CONTENTS: This General Order consists of the following numbered sections:

- I. INFORMAL DISCIPLINE
- II. FORMAL DISCIPLINE
- III. SUPERVISORY RESPONSIBILITY
- IV. SUPERVISORY AUTHORITY
- V. COMPLAINTS
- VI. SUBSTANTIATED INVESTIGATION
- VII. NOTIFICATION OF DISCIPLINARY ACTION
- VIII. PROCESS FOR APPEALING DISCIPLINARY ACTION
- IX. GLOSSARY

PURPOSE: To establish accountability and procedures for handling inquiries into the conduct of the members of the Hallandale Beach Police Department.

SCOPE: This General Order applies to all Hallandale Beach Police Department personnel.

DISCUSSION: In order to ensure the integrity of the Hallandale Beach Police Department, it is necessary to promptly and thoroughly investigate any and all misconduct by police personnel, as well as, any suspicions of, and/or allegations of, misconduct, regardless of the source. At the same time, in the interest of fairness and effectiveness of police operations, the reputation of innocent members must be protected from mistaken or deliberately false reports or accusations. The Internal Affairs Unit has been established as a system of internal review to accomplish this goal.

POLICY: Establishment of procedures for investigating complaints and allegations of employee misconduct is crucial to demonstrate and protect the integrity of the Hallandale Beach Police Department. The HBPD shall accept and investigate fairly and impartially, all complaints of employee misconduct to determine the validity of allegations and to impose any disciplinary actions which may be justified, in a timely and consistent manner. All inquiries or investigations will begin without any preconceived notions or bias to anyone. They will be conducted with the utmost thoroughness and recorded with acute accuracy.

PROCEDURES:

- I. INFORMAL DISCIPLINE [CFA 7.02]

Informal discipline consists of counseling and the preparation of Observation/Counseling Forms. Supervisors are responsible for providing appropriate counseling when there is a recognizable problem with an employee's performance or behavior. Effective counseling, provided in a timely manner, can avert the need for a vast majority of disciplinary actions.

A. Responsibility

1. Supervisors will be responsible for completing Observation/Counseling Forms for each Supervisor/Subordinate counseling session for future reference. These records will provide a basis for evaluations, as well as progressive discipline. Counseling will normally be appropriate in the case of minor violations, which have not been of a recurring nature.
2. The Supervisor will indicate to the employee the required conduct or performance expected.
3. Supervisors must recognize situations beyond their expertise. Referral of an employee to the "Employee Assistance Program" (EAP) is desirable when professional counseling is suggested for emotional problems associated with, but not limited to:
 - a. Domestic difficulties.
 - b. Physical or psychological illness.
 - c. Alcohol or other substance abuse.

B. Observation/Counseling Forms

1. Supervisors will utilize these Forms to document minor violations of Department policies and procedures committed by employees. These Forms may also be used when other forms of corrective action have been unsuccessful. The Observation/Counseling Form will advise the employee of the violation and it also provides an opportunity for employee response.
2. Supervisors will complete an Observation/Counseling Form whenever formal documentation is necessary.
 - a. This Form may be completed to document violations which do not necessitate disciplinary action.
 - b. A copy of the signed Observation/Counseling Form will be forwarded to the appropriate Division Deputy Chief.
 - c. The original signed Counseling Form and all related documentation will be forwarded to the Office of the Chief and filed therein until such time as they are purged pursuant to Florida Public Records Laws.
 - d. An electronic version of the Counseling Form will remain in the computer system for access and review.
 - e. Employees will be personally served by the Supervisor initiating the Counseling Form, absent extenuating circumstances, and will be given a copy of all documents upon which the violation is based.
 - f. Employees may provide a temperate written rebuttal to unsatisfactory Observation /Counseling Forms within ten (10) calendar days which will be filed along with the original form. [CFA 7.06]
3. When a Supervisor determines that an employee's poor performance or infraction of a Department policy or procedure is the result of a lack of knowledge, additional or remedial training may be required.
 - a. Supervisors are responsible for providing or facilitating qualified instruction to assist employees in overcoming a noted deficiency.

- b. If the degree of instruction required exceeds the Supervisor's capabilities or expertise, s/he may request/ recommend the Training Unit facilitate the required training. The request/recommendation will be submitted via the Supervisor's Division Deputy Chief.
 - c. Training may be utilized in lieu of, or in conjunction with, disciplinary action.
4. Additional/remedial training may be desirable in the following circumstances:
- a. An employee's Performance Evaluation indicates an overall rating of "Below Satisfactory" or "Unacceptable."
 - b. An employee's poor performance in a continued or specific incident indicates a special need for training.
5. The employee's immediate Supervisor will document all recommended methods of improving performance. Employees failing to follow recommendations to improve their performance may be subject to progressive disciplinary action.

II. FORMAL DISCIPLINE [CFA 7.02]

Formal discipline includes suspension, demotion, termination, letters of reprimand, oral reprimands, or other discipline, such as, reduction or loss in pay or employee benefits, etc.

A. Suspensions: Are usually reserved for serious offenses or repeated minor offenses.

- 1. A suspension may be warranted in the following circumstances:
 - a. Misconduct.
 - b. Progressive disciplinary steps have been utilized and the conduct/performance has been repeated.
 - c. The gravity/nature of the offense is considered "severe."
 - d. The gravity/nature of the offense is considered unbecoming conduct.
- 2. The Supervisor will maintain supporting documentation of the progressive disciplinary steps taken.

B. Demotion: Demotion or reduction in rank may be of formal discipline and is usually reserved for serious matters. Probationary demotions may not be a formal discipline.

- 1. Demotion may be warranted in, but not limited to, the following circumstances:
 - a. An employee is not performing duties commensurate with his/her rank.
 - b. An employee sustains substandard work performance.
 - c. Progressive disciplinary steps have been taken.
 - d. Those circumstances listed in Section II., Paragraph A., Subsections 1 & 2.
- 2. When the Chief of Police recommends a demotion, it will include the specific rank and/or step/pay grade to which the employee will be demoted.

C. Termination: Termination is the final and most severe form of discipline administered by the Department. Termination may be warranted in, but not limited to, the following circumstances:

1. Failure to meet in any instance, the duties and responsibilities assigned an employee of the Hallandale Beach Police Department.
 2. Failure to maintain professional compliance as set forth in the Hallandale Beach Police Department Code of Conduct (G.O. 1.2.5), and other defined Rules and Regulations.
 3. A serious violation or repeated violations of rules, regulations, policy, procedures, general orders and other directives which constitutes a willful, intentional, or negligent disregard.
 4. Violations of criminal statutes and ordinances.
- D. Letter of Reprimand: Formal, written letters of reprimand which censure or harshly rebuke an action or inaction. Letters of reprimand shall remain in the employee's file until such time as they are purged pursuant to Florida's Public Records Law.
- E. Oral Reprimand: A verbal admonishment for a violation which serves as a corrective action, and warning that if the violation persists, the discipline will increase progressively.
- F. Other Discipline: The loss of a benefit or privilege could occur during the disciplinary process. Other forms of discipline may include, but are not limited to, suspension from off-duty details, etc.

III. SUPERVISORY RESPONSIBILITY

- A. Role: One of the primary roles of a Supervisor is the administration of corrective and/or disciplinary action. Corrective/ disciplinary action may involve encouragement, inspiration, training or the imposition of negative sanctions.
1. The exercise of positive corrective disciplinary action requires foresight and planning, rather than reaction. Proper training, motivation, and recognition of individual and group effort, results in self- discipline.
 2. The exercise of negative corrective disciplinary action may range from the issuance of an oral or written reprimand to termination.
 3. Actions should only be administered to the extent necessary to correct the performance or behavior.
 4. The extent of the action administered should consider the employee's career history, the interests of the employee, the Department, and the public.
- B. Documentation: A pattern of behavior or a course of conduct can only be established through a thorough record keeping procedure.
1. The documentation should include all observed incidents, informal and formal disciplinary and corrective actions taken, and performance evaluations.
 2. The Office of the Chief will maintain all Observation/Counseling records. The concerned employee will be notified when such data is being retained. Documentation must identify dates, times, locations, and circumstances. All Observation/Counseling Forms will be entered and maintained in the Computer Network under the designated Folder. The Forms will be entered under the employee's CCN (Computer Control Number) with access to only authorized personnel. These records shall be maintained and stored pursuant to Florida Public Records Law Chapter 119, and Records Schedule GS1-SL. [CFA 7.05]
 3. Employee performance evaluations must document both, satisfactory and unsatisfactory performance standards. Specific incidents demonstrating the employee's performance or conduct will be noted in the evaluation.
 4. Prior documented incidents will be examined to determine if a particular course of conduct is demonstrated or being formed. Affected employees will be informed, as soon as practicable, when a particular course of

conduct has been identified. Corrective action will be initiated to correct the deficiency and prevent its recurrence.

5. Supervisors who initiate corrective disciplinary action must identify each violation or instance of unsatisfactory performance and cite the appropriate General Order, Rule or Regulation, or other Directive which establishes the proper performance standard. All violations cited will be documented on the appropriate Observation/Counseling Form.
- C. Discipline Assessment: The degree of corrective or disciplinary action will be based on the totality of facts and circumstances associated with each incident or substantiated complaint.
1. The corrective or disciplinary action recommended should cause the employee to modify his/her behavior as well as recognize his/her responsibility to him/herself, the Police Department, and the public.
 2. The degree of action taken should increase with each substantiated violation.
 3. Review and evaluation of the following factors will assist in recommending the proper degree of corrective or disciplinary action:
 - a. The seriousness of the violation.
 - b. Identification of a particular course of conduct.
 - c. Mitigating circumstances, if any.
 - d. Length of service and previous record of the employee.
 - e. Reasonable consistency in applying similar action to similar offenses.
 - f. The prospect that the action taken may play a rehabilitative role.
 - g. Other relevant factors or specifics of the incident under consideration.

IV. SUPERVISORY AUTHORITY [CFA 7.03]

This General Order does not negate the authority of any Supervisor, or the Department, from taking immediate corrective or disciplinary action, if warranted. The following contains the authority attendant to each level of Supervision and Command relative to each corrective or disciplinary action:

- A. Counseling: An employee's immediate Supervisor has the authority to administer an oral corrective action, which should be noted in the employee's performance evaluation, without notifying a member of higher rank.
- B. Observation/Counseling Forms: In cases where employees are issued Observation/ Counseling Forms, a copy of the Form will be forwarded to the appropriate Division Deputy Chief, via chain of command, for review prior to employee issuance.
- C. In cases where sworn Supervisors are issued Observation/Counseling Forms, the Chief of Police will be notified via Chain of Command.
- D. Suspension, Reduction in Rank, Termination and Other Formal Discipline: A Supervisor's recommendation for the suspension, reduction in rank, termination or other formal discipline of an employee will be forwarded via Chain of Command to the Chief of Police.
- E. Relief from Duty: In those instances where a member of the Police Department violates the rules of professional conduct or it is deemed necessary for the good of the Department, a supervisor may temporarily relieve a member from active duty. Once this occurs, it is the responsibility of the supervisor to notify the Division Captain as soon as possible as to the action taken. The Division Captain will then notify the Division Deputy Chief. The Division Deputy Chief will then notify the Chief of Police and/or his/her designee. [CFA 2.07]

1. The relieved member will surrender his/her badge, police ID card, departmental firearm, and departmental vehicle, if applicable.
 2. The Chief of Police and/or his/her designee will review the action taken on the next business day.
 3. The member will receive full pay while relieved from duty unless otherwise specified by the Chief of Police.
- F. The Chief of Police is the ONLY authorized member of the Department who issues disciplinary action, subsequent to conferring with and approval of, the City Manager, who is the final authority.

V. COMPLAINTS

- A. The "Complaint Packet" contains procedures for filing complaints regarding police department personnel or services. All department personnel who are in contact with the public during the regular course of their duties will have copies of the complaint packet for immediate distribution to any person(s).
- B. The "Complaint Packet" shall contain the following:
1. Instruction Sheet entitled, "Procedures for Filing Complaints."
 2. "Florida Police Officers' Bill of Rights Act."
 3. "Comment/Concern Form."
- C. The complaint packet is available in the "Forms" Folder titled, "Complaints" on the police fileserver.
1. Supervisors are required to respond to all complaints against department personnel.
 2. The supervisor will encourage the complainant to complete the "comment/concern form" located in the complaint packet. The supervisor will retrieve the completed form and forward it to the Internal Affairs Unit with all applicable documents. Should the complainant wish to complete the form at a later time, the Supervisor will explain the procedures for filing the complaint or refer the complainant to the online reporting services.
 3. All complaints alleging misconduct or any complaint against police department personnel or services must be documented in the citizen complaint module in OSSI and submitted to the Office of the Chief. Complaints should not be forwarded via Chain of Command.
 4. Supervisors will ensure all employees under their command are trained about the provisions of this General Order and ensure employees have copies of the complaint packet readily available.
- D. The Internal Affairs Unit is authorized to:
1. Make an independent investigation of a complaint.
 2. Refer specific complaints to the appropriate command for investigation and report.
 3. Establish quality control methods and procedures to implement investigations and reports.
 4. Conduct investigations and periodic field inspections of personnel activities as directed by the Chief of Police.
 5. Utilize an outside consultant, as deemed necessary by the Chief of Police to participate in and assist with certain aspects of an investigation on an as needed basis.

- E. All oral statements of formal complaints against employees will be recorded and investigated. Major complaints will be handled by the Internal Affairs Unit and brought immediately to the Chief of Police. All complaints of a minor nature will be initially referred to the employee's immediate Supervisor. If the member's Supervisor is off-duty and/or not available, the on-duty Supervisor will meet with the complainant to discuss their concern. Minor complaints will include, but not be limited to, misunderstandings of law and/or procedures, rudeness, traffic related incidents, etc. An understanding approach, patience, and a calm explanation of the law and/or procedures may satisfy the complainant. If the line supervisor is not able to satisfy the complaint, and/or resolve the issue, the complainant will be referred to the Internal Affairs Unit. [CFA 20.01 A, B]
- F. Major complaints, as reviewed by the Internal Affairs Unit, shall include, but not be limited to, the following: [CFA 20.01 B, C]
1. Acts of conduct which could be considered "good moral character" violations as defined by CJSTC.
 2. Allegations of corruption.
 3. Criminal law violations.
 4. Excessive use of force, under color of authority.
 5. Civil rights violations.
 6. Serious, unethical conduct which may not be criminal in nature.
 7. Sexual Harassment.
 8. Any other complaints deemed appropriate by the Chief of Police, provided the substance of the complaint is deemed valid.
- G. Upon initial receipt of any allegation of employee misconduct, the Internal Affairs Unit will proceed as follows: [CFA 20.01 C, D]
1. Review the complaint, assign an IA File Number, and record such in an Annual Complaint Log.
 2. Mail a letter to the complainant, if identified, acknowledging receipt of the complaint (Citizen Notification Letter).
 3. Complaints of a minor nature, not requiring an Internal Affairs investigation, which were received by a line Supervisor, will be addressed by the Supervisor. The Supervisor shall obtain the employee's statement, complete a Counseling Form, and forward said findings to the Division Deputy Chief, via chain of command, within 72 hours. Once reviewed by the Division Deputy Chief, s/he will notify IA via e-mail of any complaint disposition.
 4. Complaints of a minor nature not requiring an Internal Affairs investigation will be forwarded to the appropriate Supervisor for follow up with his/her conclusions and/or final disposition returned via e-mail to IA within 72 hours.
- H. The use of member photographs, medical laboratory examinations, line-ups, financial disclosure statements, and instruments for the detection of deception: [CFA 20.03]
- Members may be requested to submit to the above procedures as follows:
1. Internal Affairs may request members to submit to the following when there is reasonable suspicion to believe the results will disclose an administrative violation:
 - a. Medical or laboratory examination
substance analysis may be ordered by the Chief of Police or his/her designee, when there is reasonable suspicion to believe that the member is, or has been impaired by, or is under the influence of alcohol

or a controlled substance while on duty. The Internal Affairs Unit will oversee the process for substance abuse testing and analysis, which may include, but not be limited to:

- (1) Blood tests.
 - (2) Urine tests.
 - (3) Breath tests.
 - (4) Hair tests.
- b. Members shall be required to provide sworn statements, be photographed, participate in a line-up, be required to submit a financial disclosure statement or submit a handwriting exemplar when the requirement is specifically directed and narrowly related to an administrative investigation being conducted by the department and when ordered by the Chief of Police.
 - d. Members cannot be ordered to submit to any device, method or instrument that is used for the detection of deception. However, any person may voluntarily agree to an examination that is specifically directed and narrowly related to an administrative investigation.
2. If the Police Department has not requested that a member submit to any of the above tests or procedures, a member under investigation may request that any of the above procedures be performed. The cost of such request will be borne by the member and the procedure should be recognized and controlled by the Department.
 3. Financial disclosures, and other tests or examinations, including instruments for the detection of deception, will only be used to support criminal charges when probable cause can be articulated, and proper criminal procedures are initiated to obtain them.
- I. All completed investigations will contain one of the following findings: [CFA 20.04]
 1. Sustained - The allegation has been investigated and the facts show the allegation is true, and action was taken consistent with Police Department policy.
 2. Inconclusive - The allegation has been investigated and there is insufficient proof to confirm or refute the allegation.
 3. Exonerated - The allegation has been investigated and the facts indicate the officer's/employee's conduct was consistent with Police Department policy.
 4. Unfounded - The allegation has been investigated and either is demonstrably false or there is no credible evidence to support it.
 - J. Pursuant to section 943.1395(5), F.S., an employing agency shall conduct an investigation when having cause to suspect that an officer it employs or employed at the time of the alleged violation, or employed on a Temporary Employment Authorization (TEA) does not comply with Sections 943.13(4) or (7), F.S. or subsection 11B-27.0011(4), F.A.C.

For any investigation that results in a sustained violation of FSS 943.13(4) or (7) or Rule 11B-27.0011, the internal affairs investigator shall submit the completed investigation and Form CJSTC-78 to the Florida Department of Law Enforcement within 45 days of the date that the allegation is sustained. [CFA 20.01]

Examples of the type of complaints that must be investigated with the findings sent to CJSTC include, but are not limited to allegations involving:

- a. Moral character violations as specified in Florida Administrative Code 11B-27.0011.
- b. Criminal acts, whether prosecuted or not.

- c. Insubordination.
- d. Ethics violation.
- e. Use of force.
- f. Perjury.

If the allegations are not sustained, unfounded, or the officer has been exonerated, or the allegations that are sustained are only violations of the Department's policies, and are not violations of section 943.13(4) or (7), F.S., or subsection 11B-27.0011(4), the Internal Affairs investigator shall complete form CJSTC-78 and include it as part of the completed investigation.

- K. All complainants, when identified, shall be informed in writing, by the Chief of Police, of the findings at the conclusion of the investigation (Complainant Final Disposition Letter).
 - 1. In most instances, IA investigations will be completed within 45 days of receipt of the complaint.
- L. When conducting an interview/interrogation of a witness or the principal of an investigation, the interview will be recorded mechanically.
 - 1. Prior to being compelled to answer any questions, the employee shall be given the Garrity Warning. However, should the investigation involve the possibility of criminal charges, Miranda Warnings shall be given. [CFA 20.02]
 - 2. Pursuant to the "Police Officers' Bill of Rights," the accused employee has the right to the name of the complainant and all witness' statements and reports against him/her. Prior to giving any statements, the employee shall be notified, in writing, that they are the subject of an internal investigation. Said notification shall contain all allegations made against the employee. (Employee Notification Letter). [CFA 20.02]
 - 3. Once an Internal Affairs investigation reached a point whereas an interview with a member is necessary, the member will be notified of a date and time for the interview via memorandum. [CFA 20.02]
 - a. The member will be notified whether s/he is required to appear as a subject or as a witness to an alleged incident.
 - b. All interviews will occur at Headquarters during duty hours, when possible, unless the seriousness of the investigation is of such a degree that immediate action is required. Employees will be afforded ample time to call/consult with their Union Representative and/or attorney.
 - c. If any member requests and receives a date and time which is off duty, the member will not be compensated for their appearance.
 - 4. The "discovery of truth" is the basis for any Police Department inquiry:
 - a. Notice of FSS 837.012, "Perjury When Not in an Official Proceeding" and FSS 837.02, "Perjury in an Official Proceeding" will be incorporated into all the appropriate appendices as a warning to any participant to be truthful in this process. These Statutes advise "whoever makes a false statement, which s/he does not believe to be true in an official proceeding, in regard to any material matter" may be charged with a criminal offense up to a felony of the third degree.
 - b. Knowledge of the materiality of the statement is not an element of the crime, and the employee's mistaken belief that his statement was not material, is not a defense.
 - 5. The "Law Enforcement Officers' Bill of Rights" established by FSS 112.532, has been integrated into this General Order to inform sworn members of their rights under the law should they become the subject of an

investigation. The spirit of the “Law Enforcement Officers’ Bill of Rights” will also be used as a guide during internal investigations of any member of the Department, sworn or non-sworn. [CFA 20.02]

6. Upon conclusion of the investigation, the accused member shall be notified in writing of the findings by the Internal Affairs Unit. (Employee Final Disposition Letter) [CFA 20.04]
 7. Upon conclusion of the investigation, the complainant, if identified, shall be notified in writing of the final disposition by the Internal Affairs Unit (Complainant Final Disposition Letter). [CFA 20.04]
 8. Confidentiality of Investigations
Internal investigations remain confidential until the investigation has been concluded, after which, information can be released according to Public Records Law, FSS Chapter 119.07(3), and FSS 112.533. [CFA 20.01 E]
 9. The requirement to maintain confidentiality is also applicable to information disseminated and/or divulged to an outside consultant because of their participation in the investigation. To that end, a consultant will be required to sign a confidentiality agreement wherein, maintaining confidentiality of the information is mandatory.
- M. It shall be the responsibility of the Internal Affairs Unit to:
1. Forward summaries of completed investigations to the Chief of Police.
 2. Keep the Chief informed of the status of the investigation.
 3. Assist supervisory personnel in complaint investigations.
 4. Accept complaints from any members of the Police Department regarding allegations of misconduct or unlawful activity.
 5. Prepare cases for Civil Service hearings (conferring with the City Attorney, if applicable) involving disciplinary matters resulting from Internal Affairs investigations.
 6. Maintain complete records of all investigations and the action taken, to include disciplinary records, in a secure area of the Internal Affairs office. [CFA 20.01 F] [CFA 7.05]
 7. Pursuant to the Florida Public Records Law: [CFA 20.01G]
 - a. All complaints will remain confidential and exempt from the provisions of FSS 119.07(1) until the Department has concluded all the following:
 - (1) Concluded the investigation with a finding.
 - (2) The Chief of Police has approved the finding.
 - (3) Written notice to the member who was the subject of the investigation has been delivered.
 - b. Once available for release, requests for these records must be made by submitting a completed City of Hallandale Beach “Public Records Request Form” to the City Clerk’s Office for processing. The request will then be processed pursuant to City of Hallandale Beach Administrative Policy No. 2016.008, Records Request.
 - c. Exemptions to Public Records

The following are exemptions to Public Record releases in accordance with Chapter 119 of the Florida State Statutes:

- (1) Any information relating to active criminal intelligence or investigative information (FSS 119.07(3)(b)).
 - (2) Any information revealing the identity of Confidential Informants or Sources (FSS 119.07(3)(c)).
 - (3) Any information revealing surveillance techniques, procedures, or personnel. (FSS 119.07(3)(d)).
 - (4) Any criminal intelligence information or criminal investigative information, including the photograph, name, address, or other facts of information, which reveals the identity of the victim of any sexual battery, lewd and lascivious assault, or child abuse (FSS 119.07(3)(f)).
 - (5) Any criminal intelligence information or criminal investigative information which reveals the personal assets of the victim of the crime, other than property stolen or destroyed during the commission of a crime (FSS 119.07(3)(g)).
 - (6) The social security numbers, home addresses, telephone numbers and photographs of active or former law enforcement personnel or their immediate family. (FSS 119.07(3)(i)).
 - (7) The names and locations of schools attended by children of law enforcement personnel (FSS 119.07(3)(i)).
 - (8) All juvenile records, medical records, bank records, FBI records and any exemptions provided by general or specific law.
8. As directed by the Chief of Police coordinate, facilitate, and or manage the activities and/or tasks of an outside consultant.
- N. Internal Affairs must be notified of all current investigations/allegations as well as being immediately advised of the following:
1. All police shootings in which death or injury results.
 - a. The IA Unit shall respond to the scene of all shootings of this nature to familiarize him/herself with the scene, evidence, and witnesses.
 2. All allegations against Departmental personnel which could result in felony charges being filed.
 3. All allegations against Departmental personnel which could result in possible Civil Rights violations.
 4. All incidents where employees are relieved of duty for misconduct.
 5. Any allegation in which the Chief of Police or his/her designee deems applicable.
- O. Complaints investigated by IA are deemed open and on-going and of a confidential nature and may only be reviewed upon authorization of the IA Unit or the Chief of Police.
1. Any employee may review the report of a completed investigation in which the employee was a witness or the accused party.
 - a. Arrangements to review the report should be made through the IA Investigator.
 - b. Copies of the reports may be obtained by the affected employee if needed to protect the interests of the employee.
 - c. Copies of taped statements may be obtained if the employee provides a digital recording device, OR provides a fee based on Public Records Schedule Fees.

- P. Pursuant to Public Records Law, completed and closed cases may be reviewed by the public and the media upon application to the IA Unit.

VI. SUBSTANTIATED INVESTIGATION

When an investigation is substantiated, corrective steps are implemented to improve behavior and facilitate improved performance. These steps are generally implemented on a progressive basis. However, if the nature of the violation is considered "severe," the appropriate discipline may be imposed.

VII. NOTIFICATION OF DISCIPLINARY ACTION

The City Manager has final authority in any decision involving disciplinary action. If the Chief of Police affirms a recommended suspension, demotion, or termination, subsequent to City Manager approval, the Internal Affairs Unit will prepare an "Officer Final Disposition Letter".

- A. The Final Disposition Letter will contain the following information:
1. Nature of the incident.
 2. Substantiated violation(s).
 3. Nature of discipline.
 4. Effective date of the suspension, demotion, or termination.
 5. A copy will be forwarded to the City Manager, City Attorney, the Director of Personnel, the Division Deputy Chief, and the employee's immediate supervisor.
 6. Notification of the Grievance Procedure per the current Collective Bargaining Agreement.
 7. In the case of termination, the Letter will contain: [CFA 7.04]
 - a. Reason for dismissal.
 - b. Effective date of dismissal.
 - c. A statement outlining the employee's rights.

VIII. PROCESS FOR APPEALING DISCIPLINARY ACTION [CFA 7.06]

All formal disciplinary actions, i.e., suspensions, demotions, and terminations, are appealable or grievable in accordance with the current Collective Bargaining Agreements or through the Civil Service Board, but not through both.

IX. GLOSSARY

Authority: (F.S.S. 112.533) Internal Affairs is authorized by the Chief of Police to initiate all necessary investigations, provide information and investigative assistance to all sections of the Department.

CJSTC - Criminal Justice Standards & Training Commission.

Corrective Action - May include, but is not limited to, supervisory counseling, training, testing, psychological counseling, suspension of privileges, reassignment, or other measures designed to correct performance or behavior.

Demotion - See "Reduction in Rank."

Disciplinary Action - The suspension, demotion, termination, reduction in pay, or other employment benefit, or similar action taken against an employee as punishment for misconduct.

Discipline - Training which is expected to produce a specified character or pattern of behavior, especially that which is expected to produce moral or mental improvement.

Garrity Warning - First, if an employee is compelled to answer questions as a condition of employment, the employee's answers and the fruits of the answers may not be used against him/her in a subsequent criminal prosecution. Second, there are affirmative limitations on an employer's ability to require answers to questions asked during an investigation of an employee. The questions must be "specifically, narrowly, and directly" tailored to the employee's job.

Misconduct - An act of mismanagement, improper behavior, or intentional violation of a law, rule, regulation, policy, procedure, or General Order.

Professional Compliance - Employees will properly perform the duties and assume the responsibilities of their positions.

Progressive Discipline - As described by Hallandale Beach City Code of Ordinances, Chapter 21, Personnel, Article II, Civil Service, Sec. 21-241, Progressive Discipline, "where practicable, department heads shall employ progressive discipline for correctable conduct or violations that are performance related as opposed to negligent, willful, malicious or criminal conduct. Serious breach of duty or conduct may be subject to immediate dismissal or suspension where the best interest of the city or the public interest requires." Simply stated, as violations are committed, discipline is dispensed progressively and proportionate with the frequency and severity of said violations.

Reduction in Rank - The act of moving an employee in one class to a different position in another class having a lesser degree of responsibility and a lower salary and salary range.

Relief from Duty - The act of temporarily denying an employee the privilege of performing his/her duties pending the outcome of an internal investigation.

Suspension - The act of temporarily denying an employee the privilege of performing his/her duties as a result of misconduct or in consequences of a substantiated violation of Departmental Rules, Regulations, General Orders, or other Directives.

Termination - The act of terminating (ending) the member's employment with the Department/City.

Approved: NR/RR/ms/January 27, 2005/Filed: GO1.5.1\TXTGO/Internal Affairs
Revised: RR/ms/January 5, 2007/Filed: GO1.5.1/R1\TXTGO/Internal Affairs
Revised: RR/ms/February 15, 2008/Filed: GO1.5.1/R2\TXTGO/Internal Affairs
Revised: LAF/ms/June 30, 2009/Filed: GO1.5.1/R3\TXTGO/Internal Affairs (Functions & Activities)
Revised: LAF/ms/February 17, 2010/Filed: GO1.5.1/R4\TXTGO/Internal Affairs (Functions & Activities)
Revised: DSF/dp/October 5, 2011/Filed GO1.5.1/R5\TXTGO/Internal Affairs (Functions & Activities)
Revised: DSF/dp/January 2, 2016/Filed GO1.5.1/R6\TXTGO/Internal Affairs (Functions & Activities)
Revised: DSF/dp/June 1, 2016/Filed GO1.5.1/R7\TXTGO/Internal Affairs (Functions & Activities)
Revised: SQ/dp/November 19, 2018/Filed GO1.5.1/R8\TXTGO/Internal Affairs (Functions & Activities)
Revised: SQ/dp/so/August 3, 2021/Filed GO1.5.1/R9\TXTGO/Internal Affairs (Functions & Activities)

APPROVED:



Sonia Quiñones, Chief of Police
Hallandale Beach Police Department

August 3, 2021
Date

HIALEAH GARDENS POLICE DEPARTMENT

Police Department:	Hialeah Gardens Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	No
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>In person, by letter, telephone</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Anonymous complaints are accepted.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Hialeah Gardens Police Department
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>All complaints will be accepted by the Professional Compliance Bureau in person, by letter, telephone or anonymously.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>No. Unless you deliberately make a false complaint against any employee, then you may be prosecuted criminally and/or held civilly liable.</i>
Are all complaints investigated?	Yes
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>The chief of police will review all complaints and a determination will be made to either assign the complaint to the immediate supervisor or the Professional Compliance Bureau for investigation.</i>

Police Department:	Hialeah Gardens Police Department
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>The citizen will be contacted at the completion of the investigation, and at that time will have an opportunity to discuss the disposition of the complaint.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Hialeah Gardens Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

HIALEAH

POLICE DEPARTMENT

Police Department:	Hialeah Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
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Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Hialeah Police Department
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>All complaints will be accepted by the Professional Compliance Bureau in person, by letter, telephone or anonymously.</i></p>
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<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>No. Unless you deliberately make a false complaint against any employee, then you may be prosecuted criminally and/or held civilly liable.</i></p>
<p>Are all complaints investigated?</p>	<p>Yes</p>
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>The chief of police will review all complaints and a determination will be made to either assign the complaint to the immediate supervisor or the Professional Compliance Bureau for investigation.</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Hialeah Police Department
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What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Hialeah Police Department
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

HOMESTEAD

POLICE DEPARTMENT

Police Department:	Homestead Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
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Police Department:	Homestead Police Department
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
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Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
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What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
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Police Department:	Homestead Police Department
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
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Police Department:	Homestead Police Department
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>

INDIAN CREEK VILLAGE POLICE DEPARTMENT

Police Department:	Indian Creek Village Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Indian Creek Village Police Department
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Indian Creek Village Police Department
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complainant? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Indian Creek Village Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

KEY BISCAYNE POLICE DEPARTMENT

Police Department:	Key Biscayne Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Key Biscayne Police Department
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Complainant can submit a written complaint.</i></p>
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p><i>No, however, making a false statement can result in criminal prosecution.</i></p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints investigated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Key Biscayne Police Department
Are all complaints given a case number?	Yes
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>



VILLAGE OF KEY BISCAIYNE POLICE DEPARTMENT
Citizen Complaint Form
ANNEX 20A

Date: Case # (if applicable):

Please provide as much information as possible about the incident(s). Use additional pages, if necessary.

I, do hereby swear or affirm that the information provided by me in this manner is true and correct to the best of my knowledge and belief. I understand that any false statement made by me under oath, which I do not believe to be true, may subject me to civil and/or criminal prosecution pursuant to F.S.S. § 837.012.

F.S.S § 837.012 - Perjury when not in an official proceeding, provides that:

- (1) Whoever makes a false statement, which he does not believe to be true, under oath, not in an official proceeding, in regard to any material matter shall be guilty of a misdemeanor of the first degree, punishable as provided in F.S.S § 775.083, or F.S.S § 775.085.
(2) Knowledge of the materiality of the statement is not an element of this crime, and the defendant's mistaken belief that this statement was not material is not a defense.

F.S.S § 122.432.(3) - Officers have the right to bring a civil suit against any individual who files a false or malicious complaint.

Further, I hereby acknowledge that if any action is initiated through a court or any administrative hearing as a result of any complaint, my testimony before these hearings may be required. I hereby agree to make myself available to the aforementioned court or any administration hearing when requested.

Section A: REPORTING CITIZEN'S INFORMATION

Name: Date of Birth:
Address: City: State:
Zip Code: Home Phone: Cellular:
Business Phone: E-Mail:
Best Time to Contact:



VILLAGE OF KEY BISCAYNE POLICE DEPARTMENT
Citizen Complaint Form
ANNEX 20A

Section B: INFORMATION ABOUT THE EMPLOYEE(S) INVOLVED IN THE INCIDENT

Name: _____ Badge #: _____ Vehicle #: _____

Please provide a physical description of the employee:

Name: _____ Badge #: _____ Vehicle #: _____

Please provide a physical description of the employee: _____

Name: _____ Badge #: _____ Vehicle #: _____

Please provide a physical description of the employee:



VILLAGE OF KEY BISCAIYNE POLICE DEPARTMENT
Citizen Complaint Form
ANNEX 20A

Section C: VICTIM/WITNESS INFORMATION

Did you witness this incident? Yes No

If you are filing a complaint on behalf of someone else, what is your relationship, if any to the person(s):

- Parent Spouse Relative Guardian Child
 Friend Other _____

Please provide as much of the following information as you can about the person(s) on whose behalf the complaint is filed and any witness(es) to the incident:

Victim #1 / **Witness #1**

Did you witness this incident? Yes No

Name: _____ Telephone #: _____
Address: _____ City: _____ State: _____
Zip Code: _____

Victim #2 / **Witness #2**

Did you witness this incident? Yes No

Name: _____ Telephone #: _____
Address: _____ City: _____ State: _____
Zip Code: _____

Victim #3 / **Witness #3**

Did you witness this incident? Yes No

Name: _____ Telephone #: _____
Address: _____ City: _____ State: _____
Zip Code: _____

If you have more victims/witnesses, please use additional page(s).



VILLAGE OF KEY BISCAIYNE POLICE DEPARTMENT
Citizen Complaint Form
ANNEX 20A

Section D: INFORMATION ABOUT THE INCIDENT

Please provide as much information as possible, using additional pages, if necessary.

Date: _____ Time of Incident: _____

Location of Incident: _____

 Reporting Citizen's Signature

 Date

For Official Use Only

Case #: _____

Date: _____

Received By: _____

Date: _____

Assigned To: _____

Date: _____



VILLAGE OF KEY BISCAYNE POLICE DEPARTMENT
Citizen Complaint Form
ANNEX 20A

...continuation to Section _____ ...

Re: Follow-Up + Miami-Dade County Independent Civilian Panel + South Florida Complaint Intake Process Project + Questionnaire Response Needed

Rozen, David A. (ICP) <David.Rozen@miamidade.gov>

Wed 8/23/2023 9:18 AM

To: fsousa@kbpd.net <FSOUSA@KBPD.net>

Can you send me the complaint form you would provide to a member of the public?

David A. Rozen, Esq.*
Director of Policy
Miami-Dade County Independent Civilian Panel

73 W Flagler Street

Suite 1902

Miami, FL 33130

Office: (305) 349-7525

Mobile: (786) 351-7749

<https://www.miamidade.gov/global/government/independent-civilian-panel/home.page>

<https://www.facebook.com/MiamiDadeICP>

**Licensed Attorney in New York State*

From: Francis J. Sousa <FSOUSA@KBPD.net>

Sent: Wednesday, August 23, 2023 9:16 AM

To: Rozen, David A. (ICP) <David.Rozen@miamidade.gov>

Cc: Daniel Valdes <dvaldes@kbpd.net>

Subject: RE: Follow-Up + Miami-Dade County Independent Civilian Panel + South Florida Complaint Intake Process Project + Questionnaire Response Needed

EMAIL RECEIVED FROM EXTERNAL SOURCE

Mr. Rozen,

We are in receipt of your request regarding your survey. We do not plan on participating in the survey. If there is a specific record from the Key Biscayne Police Department you are requesting, please advise. Please let me know if you need anything further.

Frank J. Sousa

Chief of Police

Village of Key Biscayne Police Department

88 W. McIntyre Street

Key Biscayne, FL 33149

Phone: (305) 365-5503

Fax: (305) 365-8937



[keybiscayne.fl.gov/vkb311]

From: Rozen, David A. (ICP) <David.Rozen@miamidade.gov>
Sent: Tuesday, August 22, 2023 11:11 AM
To: Francis J. Sousa <FSOUSA@KBPD.net>
Subject: Re: Follow-Up + Miami-Dade County Independent Civilian Panel + South Florida Complaint Intake Process Project + Questionnaire Response Needed

CAUTION: This email originated from outside of **KBPD.net**. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To Key Biscayne Police Department:

Good afternoon. It has now been sixteen (16) business days since I sent an introductory e-mail seeking your completion of the attached questionnaire, and I have not received any response. Do have any questions and/or concerns? When can I expect your response?

I hope to get your response by 5 PM on Friday, August 25, 2023.

Please address any issues with me directly.

Best,

David A. Rozen, Esq.*

Director of Policy

Miami-Dade County Independent Civilian Panel

73 W Flagler Street

Suite 1902

Miami, FL 33130

Office: (305) 349-7525

Mobile: (786) 351-7749

<https://www.miamidade.gov/global/government/independent-civilian-panel/home.page>

<https://www.facebook.com/MiamiDadeICP>

**Licensed Attorney in New York State*

From: Rozen, David A. (ICP) <David.Rozen@miamidade.gov>

Sent: Monday, July 31, 2023 10:29 AM

To: fsousa@kbpd.net <fsousa@kbpd.net>

Subject: Miami-Dade County Independent Civilian Panel + South Florida Complaint Intake Process Project + Questionnaire Response Needed

To: Frank Sousa, Chief of Police, Key Biscayne Police Department

I hope this e-mail finds you well. Let me introduce myself, I am [David A. Rozen](#) and I serve as the Director of Policy for the [Miami-Dade County Independent Civilian Panel \("ICP"\)](#). Prior, I served 3.5 years as Deputy General Counsel to the [New York City Commission on Human Rights](#).

I am steadfast in my commitment to promoting and enhancing an environment that seeks to make law enforcement agencies more transparent, accountable, and responsive to the communities they serve. This is illustrated by my: (i.) tenure as Assistant Counsel to the [New York City Office of the Inspector General](#)

[for the New York City Police Department \(“NYPD”\)](#) where I evaluated policies, practices, programs, and procedures of NYPD and related agencies, actively identified deficiencies and negotiated/implemented resolutions; and (ii.) my election as Vice-Chair and role of Acting-Chair of the [City of Albany’s Citizens’ Police Review Board](#).

After consulting with [Executive Director Price](#) and reviewing the Panel’s past actions (meetings, requests, etc.), I am initiating a South Florida Complaint Intake Process Project. The outcome being an accessible and easily digestible public information guide on how to file complaints against all law enforcement agencies in Miami-Dade and Broward Counties.

I am requesting your assistance. Please complete the attached questionnaire and return it at your earliest opportunity. Any questions and/or concerns can be addressed to me directly. My contact information is provided below.

Thank you for your help and cooperation.

Best,

David A. Rozen, Esq.*

Director of Policy

Miami-Dade County Independent Civilian Panel

73 W Flagler Street

Suite 1902

Miami, FL 33130

Office: (305) 349-7525

<https://www.miamidade.gov/global/government/independent-civilian-panel/home.page>

<https://www.facebook.com/MiamiDadeICP>

**Licensed Attorney in New York State*

MEDLEY

POLICE DEPARTMENT

Police Department:	Medley Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online, at the police department, or can be mailed.</i>
Is identification required to receive a complaint form?	<i>No.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Complaints are taken in written form, by telephone, or e-mail.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Yes. Written form, by telephone, or e-mail.</i>
Can all employees of the department accept complaints?	<i>Yes, then they will inform the supervisor.</i>
Are complaint forms available in multiple languages?	<i>Yes.</i>
Are translation services available to assist members of the public file a complaint?	<i>Yes.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Yes.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Submit a written or verbal complaint.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Yes.</i>

Police Department:	Medley Police Department
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	No.
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	Yes.
Is there a risk in making a complaint against a department employee?	No.
Are all complaints investigated?	<i>To the fullest extent that they can be.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Depends on the seriousness of the complaint, if it is criminal in nature then the same protocol for investigating crimes will be used, interviews, subpoenas, etc.</i>
Who reviews and/or investigates complaints?	<i>The immediate supervisor will investigate under the direction of the captain. Depending on the seriousness of the complaint the captain could assign a detective to investigate.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Yes, all the resources mentioned are used in the investigation if available at the time.</i>
What happens when an investigation is initiated?	<i>The process of gathering evidence begins.</i>
Are all complaints given a case number?	Yes.
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>The member conducting the investigation should provide the complainant with periodic updates on the status of the investigation, as appropriate.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Depending on the seriousness of the complaint if sustained the discipline could range from counseling, suspension, demotion, to termination, etc.</i>

Police Department:	Medley Police Department
<p>What happens when an investigation is concluded?</p>	<p><i>Upon completion of a formal investigation, an investigation report will be forwarded to the chief of police through the chain of command. The chief of police may accept or modify any classification or recommendation for disciplinary action. The assigned investigator shall include a verification with the report that complies with the requirements of § 92.525, Fla. Stat. (§ 112.533, Fla. Stat.).</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>See above answer. The complainant will not receive a copy but will be given a written notification of the disposition.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Depending on the seriousness of the complaint if sustained the discipline could be a counseling, suspension, demotion, or termination.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>The complainant and the officer will be given a written notification of the disposition. If the complainant is found to have perjured him/herselves he/she may face criminal charges.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Depending on the seriousness of the complaint, the complainant could seek legal advice.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>All produced records are accessible and would be redacted if they contain any of the officer's personal information that is protected by state law.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Every investigator or supervisor assigned to investigate a personnel complaint or other alleged misconduct shall proceed with due diligence in an effort to complete the investigation within 45 days from the date of discovery by an individual authorized to initiate an investigation (§ 112.532, Fla. Stat.).</i></p>



MEDLEY POLICE DEPARTMENT

7777 NW 72 Avenue
Medley, FL 33166
PHONE: (305) 883-2047
FAX: (305) 805-3720
police@medleypd.com

Complaint Intake Form

Name:

Last	First	Middle
------	-------	--------

Current Address:

Street Address		
City	State	ZIP Code

Contact Number:

E-Mail Address:

--	--

Incident Date:

Time:

Police Vehicle #:

Marked/Unmarked

--	--	--	--

Incident Location (address):

Location Name:

Case Number:

--	--	--

Name and I.D. Number of employee(s) you are complaining about:

Description of the incident: (please give as much detail as possible and attach additional pages if necessary)

Complaint Intake Form *(continued)*

Description of the incident: (continued)

Witnesses: (please include names, addresses and phone numbers)

Per F.S.S. 837.06 - Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree, punishable as provided in s. [775.082](#) or s. [775.083](#).

Complainant's Signature

Date and Time

MIAMI BEACH POLICE DEPARTMENT

Police Department:	Miami Beach Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online.</i>
Is identification required to receive a complaint form?	<i>No.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Online.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Yes.</i>
Can all employees of the department accept complaints?	<i>N/A.</i>
Are complaint forms available in multiple languages?	<i>No.</i>
Are translation services available to assist members of the public file a complaint?	<i>No.</i>
Do complaint forms comply with ADA standards and best practices?	<i>No.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Submit online form under "Internal Affairs" section in "Services".</i>
Do complaint forms require a signature under the penalty of perjury?	<i>No.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>No.</i>

Police Department:	Miami Beach Police Department
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	Yes.
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question</i>
Who reviews and/or investigates complaints?	<i>Internal Affairs.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Miami Beach Police Department
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the employee(s) are found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Name: *

First

Last

Email: *

Daytime Phone Number:

Fax:

Address:

Address Line 1

Address Line 2

City

Zip Code

State

Your Message (required) *

Submit

MIAMI GARDENS POLICE DEPARTMENT

Police Department:	Miami Gardens Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Email.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>English, Spanish, Creole.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Miami Gardens Police Department
Do complaint forms comply with ADA standards and best practices?	Yes.
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	Yes.
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Unless you deliberately make a false complaint against any employee, which can lead to you being prosecuted criminally and/or held civilly liable, no.</i>
Are all complaints investigated?	<i>The Professional Compliance Section's commander reviews every citizen complaint.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Miami Gardens Police Department
Who reviews and/or investigates complaints?	<p><i>The Professional Compliance Section is responsible for accepting complaints regarding allegations of misconduct or unlawful activity against departmental employees. If the complaint is of conduct that would violate police procedures or laws, the Professional Compliance Section will conduct the investigation. Minor complaints are forwarded to the employee's division for investigation; however, the Professional Compliance Section will monitor all investigations. If a crime is alleged, the Miami-Dade County State Attorney's Office will be contacted as part of the investigation.</i></p>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
What happens when an investigation is initiated?	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
Are all complaints given a case number?	<p>Yes.</p>
What notifications will the complainant receive throughout the process? 30-day status reports?	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Miami Gardens Police Department
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Unfounded - Evidence does not support the allegation. Exonerated - The allegation is true, but it was lawful and proper.</i></p> <p><i>Not Sustained - There is insufficient evidence to prove or disprove the allegation.</i></p> <p><i>Sustained - There is sufficient evidence to conclude the allegation occurred.</i></p> <p><i>Policy Failure - The complaint has merit although the action of the employee did not violate policy.</i></p> <p><i>Withdrawn -The complainant withdrew the allegation. Incomplete -The investigation could not be thoroughly or properly investigated. This may be caused by lack of cooperation by the complainant or witnesses, the absence of a critical interview, which was necessary to proceed with the investigation, or the available physical evidence or witnesses' statements are insufficient to adjudicate the complaint.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Yes. You will be notified of the outcome at the conclusion of the investigation. If you have questions during the investigation, you may contact the Professional Compliance Unit Captain or Sergeant at 305-474-1678.</i></p>
<p>What happens to a department employee if the employee(s) are found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Miami Gardens Police Department
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>



Miami Gardens Police Department
Professional Compliance Unit
 18611 NW 27th Avenue
 Miami Gardens, FL 33056
 Telephone: (305) 474-1678 Fax: (305) 474-1529



Citizen Complaint Form
FÒM POU POTE PLENT/FORMULARIO DE QUEJA

Please provide as much information as possible about the incidents(s). Use additional pages if necessary.

BAY PLIS ENFÒMASYON OU KAPAB SOU AKSYON KI PASE A (YO). (SÈVI AK LÒT FÈY PAPYE AN PLIS, SI W BEZWEN).
 POR FAVOR, EMITIR TODA LA INFORMACIÓN POSIBLE SOBRE LOS INCIDENTES (S). PUEDE USAR PÁGINAS ADICIONALES SI ES NECESARIO.

A. COMPLAINANT INFORMATION

ENFÒMASYON SOU MOUN KI POTE PLENT LAN/DATOS DEL DENUNCIANTE

Name:

NON: _____
 NOMBRE: _____

Date of Birth:

DAT NESANS: _____
 FECHA DE NACIMIENTO: _____

Address:

ADRÈS: _____
 DIRECCIÓN: _____

City:

VIL: _____
 CIUDAD: _____

State:

ETA: _____
 ESTADO: _____

Business Phone:

TELEFÒN NAN TRAVAY MOUN LAN:
 TELÉFONO DEL TRABAJO: _____

Best Time to Contact:

MEILLEUR TEMPS POUR CONTACTER:
 LA MEJOR HORA QUE PODEMOS LLAMAR: _____

E-mail:

ADRÈS ELEKTWONIK:
 CORREO ELECTRÓNICO: _____

B. INFORMATION ABOUT THE OFFICER(S) INVOLVED IN THE INCIDENT

ENFÒMASYON SOU AJAN LAPOLIS KI FÈ AKSYON AN (YO)/ DATOS DEL (DE LOS) OFICIAL(ES) INVOLUCRADO(S) EN EL INCIDENTE

Officer Name:

OFFICIER NON:
 NOMBRE DEL OFICIAL: _____

Badge #:

NIMEWO BADJ LI:
 PLACA NO.: _____

Vehicle #:

NIMEWO OTO A:
 NUMERO DE CARRO: _____

Please provide a physical description of the officer:

DESKRIPSYON FIZIK AJAN LAPOLIS LA:
 DESCRIBA LA APARIENCIA FÍSICA DEL OFICIAL: _____

Officer Name:

OFFICIER NON:
 NOMBRE DEL OFICIAL: _____

Badge #:

NIMEWO BADJ LI:
 PLACA NO.: _____

Vehicle #:

NIMEWO OTO A:
 NUMERO DE CARRO: _____

Please provide a physical description of the officer:

DESKRIPSYON FIZIK AJAN LAPOLIS LA:
 DESCRIBA LA APARIENCIA FÍSICA DEL OFICIAL: _____

Officer Name:

OFFICIER NON:
 NOMBRE DEL OFICIAL: _____

Badge #:

NIMEWO BADJ LI:
 PLACA NO.: _____

Vehicle #:

NIMEWO OTO A:
 NUMERO DE CARRO: _____

Please provide a physical description of the officer:

DESKRIPSYON FIZIK AJAN LAPOLIS LA:
 DESCRIBA LA APARIENCIA FÍSICA DEL OFICIAL: _____

C. VICTIM/WITNESS INFORMATION

ENFOMASYON SOU VIKTIM / TEMWEN/DATOS DE LA VICTIMA / TESTIGO

Did you witness this incident?ÈSKE OUT E WÈ LÈ AKSYON YO POTE PLENT POU LI A RIVE?
FUE USTED TISTIGO DEL INCIDENTE DENUNCIADO?**Yes**
WI
SÍ**No**
NON
NO**If you are filing a complaint on behalf of someone else, what is your relationship, if any to the person(s):**SI SE SOU NON YON LÒT MOUN OU VLE POTE YON PLENT, KISA OU YE POU MOUN LAN (YO):
SI USTED ESTÁ PRESENTANDO UNA DENUNCIA EN NOMBRE DE OTRA(S) PERSONA(S), INDIQUE CUÁL ES SU RELACIÓN CON ESA(S) PERONA(S):**Parent**PAPA OSWA MANMAN
PADRE/MADRE**Relative**FANMI
FAMILIAR**Child**PITIT
HIJO/A**Other**LÒT RELASYON
OTRA:**Spouse**MARI OSWA MADANM
ESOPSO/A**Guardian**RESPONSAB
GUARDIÁN**Friend**ZANMI
AMIGO/A**Please provide as much of the following information as you can about the person(s) on whose behalf the complaint is filed and any witness (es) to the incident:**

BAY PLIS ENFÒMASYON OU KAPAB SOU MOUN OU VLE POTE PLENT SOU NON LI A, AK SOU NENPÒT TEMWEN KIT E WÈ LÈ AKSYON AN RIVE

POR FAVOR EMITIR TODA LA INFORMACION POSIBLE SOBRE LA (LAS) PERSONA(S) EN NOMBRE DE LA(S) CUAL(ES) PRESENTA LA DENUNCIA, Y SOBRE EL (LOS) TESITGO(S) DEL INCIDENTE:

Victim/Witness #1 VIKTIM/TEMWEN NIMEWO 1 VÍCTIMA/TESTIGO NO. 1**Is this person a:**

MOUN SA A SE YON / ESTA PERSONA ES:

Victim/ VIKTIM / VÍCTIMA**Witness/** TEMWEN / TESTIGO**Name:**

NON:

NOMBRE: _____

Address:

ADRÈS:

DIRECCIÓN: _____

City:

VIL:

CIUDAD: _____

State:

ETA:

ESTADO: _____

Zip Code:

KÒD POSTAL/CODIGO POSTAL: _____

Telephone:

TELEFÒN/ NUMERO DE TELEFONO: _____

Victim/Witness #2 VIKTIM/TEMWEN NIMEWO 2 VÍCTIMA/TESTIGO NO. 2**Is this person a:**

MOUN SA A SE YON / ESTA PERSONA ES:

Victim/ VIKTIM / VÍCTIMA**Witness/** TEMWEN / TESTIGO**Name:**

NON:

NOMBRE: _____

Address:

ADRÈS:

DIRECCIÓN: _____

City:

VIL:

CIUDAD: _____

State:

ETA:

ESTADO: _____

Zip Code:

KÒD POSTAL/CODIGO POSTAL: _____

Telephone:

TELEFÒN/ NUMERO DE TELEFONO: _____

Victim/Witness #3 VIKTIM/TEMWEN NIMEWO 3 VÍCTIMA/TESTIGO NO. 3**Is this person a:**

MOUN SA A SE YON: ESTA PERSONA ES:

Victim/ VIKTIM / VÍCTIMA:**Witness/** TEMWEN / TESTIGO**Name:**

NON:

NOMBRE: _____

Address:

ADRÈS:

DIRECCIÓN: _____

City:

VIL:

CIUDAD: _____

State:

ETA:

ESTADO: _____

Zip Code:

KÒD POSTAL/CODIGO POSTAL: _____

Telephone:

TELEFÒN/ NUMERO DE TELEFONO: _____

If you have more victims/witnesses, please use additional page(s). SI GEN LÒT VICTIM / TEMWEN ANKÒ, SÈVI AK (YON) LÒT FÈY PAPYE AN PLIS. SI TIENE MÁS VÍCTIMAS/TESTIGOS, POR FAVOR UTILICE PÁGINAS ADICIONALES.

D. INFORMATION ABOUT THE INCIDENT

ENFÒMASYON SOU AKSYON KI RIVE A/ INFORMACIÓN ACERCA DEL INCIDENTE

Date: _____ **Time:** _____
DAT/FECHA: _____ LÈ/HORA: _____

Location: _____
KOTE SA RIVE/LUGAR: _____

Case Number: _____
NIMEWO DOSYE, SI GENYEN/ NO. DE CASO, SI CORRESPONDE: _____

Please provide details of the incident: _____
S'IL VOUS PLAIT FOURNIR DES DETAILS SUR L'INCIDENT/POR FAVOR DAR TODOS LOS DETALLES DEL INCIDENTE:

Complainant's Signature
SIYATI MOUN KI POTE PLENT LAN
FIRMA DEL DENUNCIANTE

Date
DAT/ FECHA

For Official Use Only - POU BIWO A SEVI SELMAN - PARA USO OFICIAL SOLAMENTE	
Case# _____	
Complaint Received by: _____	Date: _____
Assigned to: _____	Date: _____

MIAMI LAKES POLICE DEPARTMENT

Police Department:	Miami Lakes Police Department
Police Department:	<i>Miami-Dade Police Department</i>
Please provide a copy of the complaint form.	<p><i>Attached.</i></p> <p><i>MDPD Professional Compliance Bureau (PCB)'s Pamphlet is available in English, Spanish and Creole. The pamphlet provides: (a.) Telephone Contact Numbers; (b.) Overview of the Early Identification System; (c.) Director's Message; (d.) Overview of Complaints; (e.) Frequently Asked Questions & Answers; and (f.) Complaint Form.</i></p>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<p><i>The MDPD PCB's pamphlet contains a complaint form. The pamphlets are available at every MDPD facility and digital copies are found online at www.miamidade.gov/global/police.</i></p> <p><i>MDPD advised that it is in the process of developing an on-line digital complaint form, which can be submitted electronically via the MDPD's website.</i></p>
Is identification required to receive a complaint form?	<i>No.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Complaint forms are received in person, by mail, fax, or by e-mail.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>The MDPD accepts anonymous complaints, which may be received in person, by telephone, mail, fax, or e-mail.</i>

Police Department:	Miami Lakes Police Department
<p>Can all employees of the department accept complaints?</p>	<p><i>A complaint will be recorded by a MDPD supervisor who will determine the urgency for follow-up action. If the concerned employee's supervisor is available at the time the complaint is received, the supervisor will personally respond and receive the information from the complainant. If the concerned employee's supervisor is not available, any supervisor within that employee's element will respond and record the complainant's information. If a supervisor is not available to record the complaint, any supervisor may authorize a non-supervisory employee to record the complaint. If a non-supervisory employee records the complaint, a supervisor will review the complaint to determine the urgency for follow-up action.</i></p>
<p>Are complaint forms available in multiple languages?</p>	<p><i>MDPD PCB pamphlets/complaint forms are available in English, Spanish, and Creole.</i></p>
<p>Are translation services available to assist members of the public file a complaint?</p>	<p><i>Supervisors have access to translation services to assist them with the receipt/processing of complaints, when necessary. The MDPD utilizes either staff personnel for translations or the services of a contracted translator vendor.</i></p>
<p>Do complaint forms comply with ADA standards and best practices?</p>	<p><i>MDPD PCB's pamphlets/complaint forms are ADA compliant. The Pamphlets/Complaint form follows best practices (it lists all the contact information for PCB and includes e-mail addresses). Additionally, the pamphlet contains Frequently Asked Questions and Answers.</i></p>
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Complaints may be received in person, by telephone, mail, fax, or e-mail. Verbal complaints are accepted.</i></p>

Police Department:	Miami Lakes Police Department
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p><i>The PCB Pamphlet/Complaint form does not require a signature. The Preliminary Complaint Form completed by a supervisor or authorized designee provides a section for the complainant to sign acknowledging the complaint being reported; however, it is not required for the complainant to sign.</i></p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p>No.</p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>A complainant may bring a representative or counsel to be present during an interview to provide comfort and emotional support; however, if the representative or counsel interfere with the interview they will be asked to leave, and the complainant will be offered an MDPD victim advocate. The MDPD utilizes either staff personnel for translations or the services of a contracted translator vendor.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>The MDPD reports there is no risk, from making a complaint against an employee. All investigations are confidential and not subject to public records until officially closed.</i></p>
<p>Are all complaints investigated?</p>	<p><i>All Complaints are investigated to the appropriate level determined. Complaints which are received by the department are investigated. Investigations may be conducted by supervisors within the involved employee's entity of assignment or by the PCB, depending on the type/severity of the complaint.</i></p>

Police Department:	Miami Lakes Police Department
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Any kind of evidence is helpful to the MDPD. Evidence is collected via e-mail, in-person, mail, fax, and online.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>Depending on the severity of the complaint, it will either be investigated at the district/bureau level by a supervisor or as a formal investigation by the PCB. This varies based on how the complaint is classified. Complaints which are minor in nature may be investigated and resolved at the district/bureau level and at the discretion of the concerned commander. Complaints which are received by the PCB will be investigated by a PCB supervisor and reviewed by PCB command staff to determine the appropriate method in which the complaint is handled (i.e., investigation to be conducted by the PCB/Internal Affairs Section or referral via Contact Report to the concerned employee's assigned district/bureau).</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>When completing a formal investigation, any and all evidence which is available for collection is obtained and utilized in the investigation. All parties involved are interviewed, to include Departmental and non-Departmental individuals. Body Worn Camera footage of the incident is included in the investigative file, in addition to any other digital evidence located, to include any type of private video recordings.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>When an investigation is initiated by the PCB, all related evidence of the incident is collected, and all involved parties are interviewed. The investigation then follows the establish procedures to determine a disposition and then through a discipline process, if applicable.</i></p>

Police Department:	Miami Lakes Police Department
<p>Are all complaints given a case number?</p>	<p><i>All complaints received by PCB are issued a case number. However, if a complaint is received by a departmental district or bureau and is resolved without the involvement of the PCB, it is not assigned a case number.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>During a formal investigation conducted by the MDPD PCB, a complainant is sent several certified status letters in the form of an Originating, Interim, and Final Letters.</i></p> <p><i>The MDPD's PCB is working with the MDPD's Police Legal Bureau to create a mechanism and corresponding policies and procedures to govern the notification of complainants in instances where the complaint is investigated other than through a formal MDPD PCB investigation.</i></p> <p><i>If a complaint is resolved at the district/bureau level, it is generally resolved expeditiously, and complainants are notified of the actions which will be taken to address their concerns upon receipt of the complaint; therefore, no further notifications/communications would be required. Complainants may also be notified of the outcome of their complaint by the means available to the investigating supervisor, such as by phone or e-mail.</i></p>

Police Department:	Miami Lakes Police Department
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>There are many potential outcomes to any complaint depending on the type of investigation that is conducted, whether it is a supervisory investigation or a formal PCB investigation. An employee can receive informal counseling, Record of Counseling, Written Reprimand, Suspension, Demotion, or Dismissal. The employee has the right to appeal a Written Reprimand and above. There is an appeal process, which depends on the level of discipline administered. Additionally, depending on the circumstances surrounding the complaint and the results of the investigation, the employee may face criminal charges prior to the conclusion of the administrative investigation. All criminal violations are reviewed by the Miami-Dade State Attorney's Office for a filing decision.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>The case file will be routed through the proper channels for disposition, review, and signature based on the type of investigation conducted. Depending on the disposition, discipline is administered, as necessary. The Complaint Disposition will be classified as Not Sustained, Exonerated, or Unfounded, depending on the facts of the investigation, and no discipline will be issued. Once the review process is completed the case file is returned to PCB for closure and storage, at which point it becomes a public record.</i></p>

Police Department:	Miami Lakes Police Department
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>The complainant will be notified via certified letter that the investigation has been concluded with the disposition of the case. The letter outlines the process in which the complainant can request a copy of the investigation. The complainant may file a public records request to obtain a copy of the investigative case file.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>All sworn employees must have a Florida Department of Law Enforcement (FDLE) form Criminal Justice Standard Training Commission (CJSTC) 78 completed and added to the case file regardless of the disposition of the case. If allegations are sustained against employees, the employees' chain of command will determine any discipline, if necessary, with advice from the discipline coordinator. Depending on the nature of the allegations as determined by FDLE, some files will be submitted to FDLE for review regarding the individuals' state certification. FDLE will decide if there is no further action required, suspension of the certification for a time determined by FDLE, or revocation of the certification.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>All complaints are memorialized in different formats depending on the allegations. If a complaint is disproven, it does not require further action; however, if it is not disproven or if it is proven, then it will follow the established procedure to determine a disposition and if appropriate the issuance of discipline.</i></p>

Police Department:	Miami Lakes Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>A complainant may express dissatisfaction with the outcome of an investigation; however, MDPD cannot open a new investigation into actions that have already been investigated, unless significant new evidence is discovered. Pursuant to Florida Statutes (FSS) § 112.532, investigations against officers must be completed within "180 days after the date the agency receives notice of the allegation or complaint." The statute allows for the reopening of an investigation for an additional 90 days if significant new evidence has been discovered.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>The entire case file, to include the summary, statements, and official records are considered public records once a case has been closed.</i></p> <p><i>Anyone, including a complainant, can request any records through a public records request.</i></p> <p><i>The MDPD follows the guideline established by FSS § 119.071, General Exemptions from Inspection or Copying of Public Records, which list what information is exempt from public records.</i></p> <p><i>*The attachment provides a full list of all exempt information.</i></p>

Police Department:	Miami Lakes Police Department
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>The average case takes from 30 days to six months to complete once it is rendered administrative. Depending on the complexity of an investigation, the availability of witnesses, and the involvement of other agencies, such as the State Attorney's Office. Pursuant to FSS § 112.532, investigations against officers must be completed within "180 days after the date the agency receives notice of the allegation or complaint." The statute does list several circumstances in which a case can be tolled, thereby extending the completion deadline past 180 days.</i></p>

“Our complaint intake policies are those of MDPD, as we are an entity within MDPD.”

Early Identification System

The law enforcement profession requires a level of excellence which needs to be constantly monitored and reinforced in order to ensure the ongoing maintenance of high standards.

The Department has the responsibility to identify and assist employees that show symptoms of job stress and/or performance problems. For this purpose, the "Employee Profile" and "Early Identification System" were developed.

The Department maintains an Employee Profile for each employee. The profile contains a synopsis of every commendation, complaint, and use of force received. These profiles are reviewed by supervisors on a regular basis.

The Early Identification System was established to provide a systematic review of officers identified as having received two or more complaints and/or having been involved in three or more Use of Force incidents during a three-month period. The information is provided to the appropriate supervisors for review and corrective action if necessary.

Should you have a complaint against an employee of the Miami-Dade Police Department or would like to commend an employee, please contact the Professional Compliance Bureau at (305) 627-7100. For assistance during evening or weekend hours, your complaint or commendation will be accepted at any departmental facility.

Telephone Contact Numbers Miami-Dade Police Department



Professional Compliance Bureau

18805 N.W. 27 Avenue
Miami Gardens, FL 33056
Tel (305) 627-7100
Fax (305) 627-7130

District Stations

Northwest Station 5975 Miami Lakes Dr. East (305) 698-1800	South Station 10800 S.W. 211 Street (305) 378-4300	Alley Station Miami International Airport Building 2033 4200 N.W. 21 Street (305) 876-7373
Northside Station 790 N.W. 81 Street (305) 836-8001	Kendall Station 7707 S.W. 117 Ave. (305) 279-6929	Hammock Station 10000 S.W. 47 Ave. (305) 383-6808
Midwest Station 9101 N.W. 25 Street (305) 471-2800	Intracoastal Station 15665 Biscayne Blvd. (305) 940-9980	

Municipal Cities

Town of Miami Lakes 6601 Main Street (305) 827-4020	Town of Cutler Bay 10720 Caribbean Boulevard, Suite 200 (305) 234-4237
Village of Palmetto Bay 9705 E. Hibiscus Street (305) 278-4000	

Miami-Dade County provides equal access and equal opportunity in employment and services and does not discriminate on the basis of disability. It is the policy of Miami-Dade County to comply with all of the requirements of the Americans with Disabilities Act.
11.01.08.4.030



"We must constantly strive for excellence"

Director's Message



The Miami-Dade Police Department (M.D.P.D.) is recognized as one of the finest law enforcement agencies in the nation. We are proud of the high quality of service we provide to the citizens of Miami-Dade County. To maintain this well deserved reputation, we must constantly strive for excellence.

Alfredo Ramirez III, Director

It is essential that all allegations of police misconduct are thoroughly and objectively investigated to assure the public that official police misconduct will not be tolerated and, at the same time, provide a process whereby officers unjustly accused can be vindicated. The responsibility and authority for these investigations within the Miami-Dade Police Department are vested within the Professional Compliance Bureau, Internal Affairs Section.

Complaints

The Internal Affairs Section's major function is the receiving, processing, and investigation of complaints made against members of the Department. To ensure the public's trust and maintain the Department's integrity, the Bureau conducts immediate, objective, and thorough investigations of all complaints.

Frequently Asked Questions and Answers

Q. How do I file a complaint against an employee of the Miami-Dade Police Department?

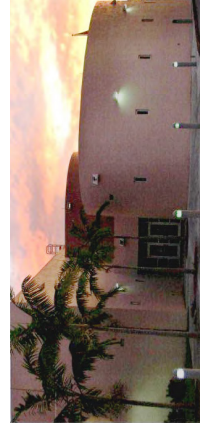
A. Complaints against any M.D.P.D. employee will be accepted at all departmental facilities, from any source, regardless of the location of the alleged occurrence. Anonymous complaints can be submitted via mail to:

Miami-Dade Police Department
Professional Compliance Bureau
18805 NW 27 Avenue
Miami Gardens, FL 33056-3154

Anonymous complaints may also be submitted via email to PCBinfo@mdp.d.com, or faxed to (305) 627-7130.

Q. What happens to my complaint?

A. The complaint is documented on a Preliminary Complaint Report which is forwarded to the Professional Compliance Bureau. When received, the complaint is classified and assigned to an investigator of supervisory rank. Statements are taken from the complainant, all witnesses, and the subject employee(s). Upon completion, the case is reviewed and a disposition is made by departmental command-level supervisors.



Q. How long does it take the Professional Compliance Bureau to complete the investigation?

A. The average case takes from 30 days to 6 months to complete. This would depend on the complexity of the case, the availability of witnesses, and the involvement of other agencies, such as the State Attorney's Office.

Q. Will I be notified of the findings?

A. Yes. Both the complainant and the employee are notified when the investigation has been completed and are encouraged to contact the Professional Compliance Bureau to discuss the findings.

Q. Will I be able to see the completed case?

A. Yes. Under Florida's Public Records Law, all completed cases become public record and are available for inspection during normal business hours. The case files are kept at the Professional Compliance Bureau.

Q. Do other agencies investigate police misconduct?

A. Yes. The State Attorney's Office reviews all cases alleging criminal misconduct. The FBI and the U.S. Attorney's Office review allegations of civil rights violations.

MDPD Complaint Form

Name (Optional) _____
Address (Optional) _____
Telephone (Optional) _____
Involved MDPD Employee(s) _____
Please describe your complaint below and mail completed form to the Miami-Dade Police Department, Professional Compliance Bureau, 18805 N.W. 27th Avenue, Miami Gardens, FL 33056-3154. (Attach additional attachments as necessary)

El sistema de identificación temprana

La profesión policíaca requiere un nivel de excelencia que necesita monitoreo y respaldo constantes para garantizar un mantenimiento sin interrupciones de normas elevadas.

El Departamento tiene la responsabilidad de identificar y asistir a los empleados que muestren síntomas de estrés laboral o de problemas con el desempeño del trabajo. Con este fin, se han elaborado "el perfil del empleado" y "el sistema de identificación temprana".

El Departamento mantiene un perfil de cada empleado. El perfil contiene una sinopsis de toda felicitación, queja o uso de la fuerza que se recibió. Estos perfiles son examinados periódicamente por los supervisores.

El Sistema de Identificación Temprana fue establecido para proveer una revisión sistemática de los oficiales Identificados por haber recibido al menos dos quejas o haber estado Involucrados en tres incidentes o más en que se hizo uso de la fuerza en un período de tres meses. La información entonces se hace llegar a los supervisores indicados para su estudio e implementación de medidas correctivas, si fueran necesarias.

Si usted tiene una queja acerca de un empleado del Departamento de Policía de Miami-Dade o desea felicitar a algún empleado, sírvase contactar a la Oficina para el Cumplimiento.

Números telefónicos de los contactos Departamento de Policía de Miami-Dade



Oficina para el cumplimiento profesional

18805 N.W. 27 Avenue
Miami Gardens, FL 33056
Tel (305) 627-7100
Fax (305) 627-7130

District Stations

Northwest Station
5975 Miami Lakes Dr. East
(305) 698-1800

Northside Station
799 N.W. 81 Street
(305) 836-8001

Midwest Station
9101 N.W. 25 Street
(305) 471-2800

South Station
10800 S.W. 211 Street
(305) 378-4300

Kendall Station
7707 S.W. 117 Ave.
(305) 279-6929

Intracoastal Station
15665 Biscayne Blvd.
(305) 940-9980

Alley Station
Miami Airport Building 2033
4200 N.W. 21 Street
(305) 876-7373

Hammock Station
10100 S.W. 47 Ave.
(305) 383-6800

Ciudades Municipales

Town of Miami Lakes
6601 Main Street
(305) 827-4020

Town of Cutler Bay
10720 Caribbean Boulevard, Suite 200
(305) 234-4237

Village of Palmetto Bay
9738 E. Hibiscus Street
(305) 278-4000



El condado de Miami-Dade provee igualdad de acceso, oportunidades de empleo y servicios, y no discrimina por razones de incapacidad. Es la norma de Miami-Dade County de cumplir con todos los requisitos de la ley "Americans with Disabilities Act".
14_0188_320



“Constantemente nos esforzamos por prestar servicios excelentes”

Palabras del director



El Departamento de Policía de Miami-Dade (M.D.P.D.), su sigla en inglés) se conoce como una de las mejores agencias policíacas de la nación. Nos enorgullecemos de la gran calidad del servicio que prestamos a los residentes del Condado de Miami-Dade. Para mantener en alto esta merecida reputación, tenemos que tratar constantemente de prestar unos servicios excelentes.

Es esencial que toda alegación de conducta policial impropia se investigue concienzuda y objetivamente para garantizar al público que no se tolerará conducta impropia alguna por parte de los oficiales de la policía y, al mismo tiempo, para proporcionar un proceso mediante el cual los oficiales acusados injustamente puedan ser vindicados. La responsabilidad y autoridad de estas investigaciones dentro del Departamento de Policía de Miami-Dade recaen sobre la Sección de Asuntos Internos de la Oficina para el Cumplimiento Profesional.

Quejas

La función principal de la Sección de Asuntos Internos consiste en recibir, procesar e investigar quejas sometidas acerca de miembros del Departamento. Para garantizar la confianza pública y mantener la integridad del Departamento, la oficina realiza investigaciones inmediatas, objetivas y concienzudas de toda queja.

Preguntas que se hacen con frecuencia y sus respuestas

P. ¿Cómo someto una queja acerca de un empleado del Departamento de Policía de Miami-Dade?

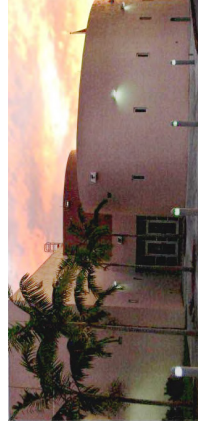
R. Las quejas acerca de un empleado del M.D.P.D. se aceptan en todas las instalaciones del departamento, no importa su origen ni la ubicación del suceso alegado. Las quejas anónimas pueden dirigirse por correo a:

Miami-Dade Police Department
Professional Compliance Bureau
18805 NW 27 Avenue
Miami Gardens, FL 33056-3154

Las quejas anónimas también se pueden enviar por correo electrónico a PCBinfo@mdpd.com, o por fax al (305) 627-7130.

P. ¿Qué sucede con mi queja?

R. La queja se documenta en el informe preliminar de las quejas que se remite a la Oficina para el Cumplimiento Profesional. Al recibirse, la queja es clasificada y asignada a un investigador con rango de supervisor. Se toman las declaraciones del reclamante, de todos los testigos y de los empleados involucrados. Terminado este proceso, el caso se examina y los supervisores de rango de comando departamental toman una decisión.



P. ¿Cuánto tiempo toma que la Oficina para el Cumplimiento Profesional termine la investigación?

R. Por lo general, se tarda de uno a seis meses en completar. Esto depende de la complejidad del caso, la disponibilidad de los testigos y la participación de otras agencias como, por ejemplo, la Procuraduría Estatal.

P. ¿Se me avisará acerca de las conclusiones a las que se lleguen?

R. Sí. Tanto al reclamante como al empleado se les avisa cuando la investigación ha sido terminada y se les insta a que se comuniquen con la Oficina para el Cumplimiento Profesional para hablar sobre las conclusiones.

P. ¿Podré ver el caso terminado?

R. Sí. Según la ley de documentos públicos de la Florida, todos los casos completados se convierten en documentos públicos y están disponibles para su inspección durante el horario hábil ordinario. Los expedientes del caso se guardan en la Oficina para el Cumplimiento Profesional.

P. ¿Investigan los casos de conducta policíaca impropia otras agencias?

R. Sí. La Procuraduría Estatal examina todos los casos en que se alegue conducta impropia delictiva. El FBI y la Procuraduría de los Estados Unidos examinan las alegaciones de infracciones de los derechos civiles.

Formulario de Queja del MDPD

Nombre y apellido (Opcional)

Dirección (Opcional)

Teléfono (Opcional)

Empleador(s) de MDPD involucrado(s)

Por favor describa su queja en el espacio a continuación y envíe el formulario por correo a:
Miami-Dade Police Department, Professional Compliance Bureau, 18805 N.W. 27th Avenue, Miami Gardens, FL 33056-3154.

Sistèm Idantifikasyon Davans

Pwofesyon fòsdebid yo egzije yon ekselans ki mande pou yo moniye ak reyentòse li konstanman pou asire li kenbe yon nivo de estanda de premye kalite.

Depatman an genyen responsablite pou li idantifye ak ede anplwaye ki demontre de sentòm de estrès nan travay la ak/oswa pwoblèm nan pefòmans yo nan travay la. Se poutèt sa, yo te devlope "Pwofil Anplwaye" ak "Sistèm Idantifikasyon Davans" la.

Depatman an genyen yon dosye Pwofil Anplwaye pou chak anplwaye. Dosye pwofil sa-a genyen ladan li yon rezime de chak meday ak eloj, plent oswa doleyans epi fè abi eksè fòs ki janm rapòte. Pwofil sa yo revize pa sipèvizè yo regilyèman.

Sistèm Idantifikasyon Davans la te etabli pou mete anplis yon revizyon sistematik de ofisyè polis ki idantifye kòm ajan ki resewa de oswa plis plent ak/oswa patisipe nan twa oswa plis abi eksè fòs pandan yon peryòd de twa mwa. Enfòmasyon an ale jwenn sipèvizè responsab la pou revizyon epi pou pran desizyon nesèse pou korije sa.

Si w ta genyen yon plent kont yon anplwaye Depatman Polis Miami-Dade oswa w ta renmen rekòmande yon anplwaye, tanpri kontakte biwo "Professional Compliance Bureau" nan (305) 627-7100. Pou jwenn ed nan lannwit oswa pandan lè wikenn yo, nenpòt lokal depatman an va aspekte plent w an oswa rekòmandasyon w an.

Nimewo Telefòn Kontak yo Depatman Polis Miami-Dade



Professional Compliance Bureau

18805 N.W. 27 Avenue
Miami Gardens, FL 33056
Tel (305) 627-7100
Fax (305) 627-7130

District Stations

Northwest Station 5975 Miami Lakes Dr. East (305) 698-1800	South Station 10805 S.W. 211 Street (305) 378-4300	Alley Station Miami International Airport Building 2033 4300 N.W. 21 Street (305) 876-7373
Northside Station 790 N.W. 81 Street (305) 836-8001	Kendall Station 7707 S.W. 117 Ave. (305) 279-6929	Hammock Station 10000 S.W. 47 Ave. (305) 383-6800
Midwest Station 9101 N.W. 25 Street (305) 471-2800	Intracoastal Station 15665 Biscayne Blvd. (305) 940-9980	

Municipal Cities

Town of Miami Lakes 6601 Main Street (305) 827-4020	Town of Cutler Bay 10720 Caribbean Boulevard, Suite 200 (305) 234-4237
Village of Palmetto Bay 9735 E. Hibiscus Street (305) 278-4000	

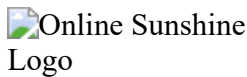


Kontè Miami-Dade bay aksè ak opòinite aplwa ak sèvis egal ogo epi li pa fè diskriminasyon kont moun ki enfim.
Se nan règleman Kontè Miami-Dade pou li kontone ak tout règleman la lwa sou enfimite ki rele "Americans with Disabilities Act" la.

11.01.18.1320



PROFESSIONAL COMPLIANCE BUREAU



August 10, 2023

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Title X

PUBLIC OFFICERS, EMPLOYEES, AND RECORDS

Chapter 119

PUBLIC RECORDS

View Entire Chapter

- [Florida Statutes](#)
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- 119.071 General exemptions from inspection or copying of public records.—
- (1) AGENCY ADMINISTRATION.—
- (a) Examination questions and answer sheets of examinations administered by a governmental agency for the purpose of licensure, certification, or employment are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. A person who has taken such an examination has the right to review his or her own completed examination.
- (b)1. For purposes of this paragraph, “competitive solicitation” means the process of requesting and receiving sealed bids, proposals, or replies in accordance with the terms of a competitive process, regardless of the method of procurement.
2. Sealed bids, proposals, or replies received by an agency pursuant to a competitive solicitation are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals, or final replies, whichever is earlier.
3. If an agency rejects all bids, proposals, or replies submitted in response to a competitive solicitation and the agency concurrently provides notice of its intent to reissue the competitive solicitation, the rejected bids, proposals, or replies remain exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision concerning the reissued competitive solicitation or until the agency withdraws the reissued competitive solicitation. A bid, proposal, or reply is not exempt for longer than 12 months after the initial agency notice rejecting all bids, proposals, or replies.
- (c) Any financial statement that an agency requires a prospective bidder to submit in order to prequalify for bidding or for responding to a proposal for a road or any other public works project is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (d)1. A public record that was prepared by an agency attorney (including an attorney employed or retained by the agency or employed or retained by another public officer or agency to protect or represent the interests of the agency having custody of the record) or prepared at the attorney’s express direction, that reflects a mental impression, conclusion, litigation strategy, or legal theory of the attorney or the agency, and that was prepared exclusively for civil or criminal litigation or for adversarial administrative proceedings, or that was prepared in anticipation of imminent civil or criminal litigation or imminent adversarial administrative proceedings, is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until the conclusion of the litigation or adversarial administrative proceedings. For purposes of capital collateral litigation as set forth in s. [27.7001](#), the Attorney General’s office is entitled to claim this exemption for those public records prepared for direct appeal as well as for all capital collateral litigation after direct appeal until execution of sentence or imposition of a life sentence.
2. This exemption is not waived by the release of such public record to another public employee or officer of the same agency or any person consulted by the agency attorney. When asserting the right to withhold a public record pursuant to this paragraph, the agency shall identify the potential parties to any such criminal or civil litigation or adversarial administrative proceedings. If a court finds that the document or other record has been improperly withheld under this paragraph, the party seeking access to such

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document or record shall be awarded reasonable attorney's fees and costs in addition to any other remedy ordered by the court.

(e) Any videotape or video signal that, under an agreement with an agency, is produced, made, or received by, or is in the custody of, a federally licensed radio or television station or its agent is exempt from s. [119.07\(1\)](#).

(f) Agency-produced data processing software that is sensitive is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. The designation of agency-produced software as sensitive does not prohibit an agency head from sharing or exchanging such software with another public agency.

(g)1. United States Census Bureau address information, including maps showing structure location points, agency records that verify addresses, and agency records that identify address errors or omissions, which is held by an agency pursuant to the Local Update of Census Addresses Program authorized under 13 U.S.C. s. 16, is confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

2. Such information may be released to another agency or governmental entity in the furtherance of its duties and responsibilities under the Local Update of Census Addresses Program.

3. An agency performing duties and responsibilities under the Local Update of Census Addresses Program shall have access to any other confidential or exempt information held by another agency if such access is necessary in order to perform its duties and responsibilities under the program.

4. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(2) AGENCY INVESTIGATIONS.—

(a) All criminal intelligence and criminal investigative information received by a criminal justice agency prior to January 25, 1979, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

(b) Whenever criminal intelligence information or criminal investigative information held by a non-Florida criminal justice agency is available to a Florida criminal justice agency only on a confidential or similarly restricted basis, the Florida criminal justice agency may obtain and use such information in accordance with the conditions imposed by the providing agency.

(c)1. Active criminal intelligence information and active criminal investigative information are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

2.a. A request made by a law enforcement agency to inspect or copy a public record that is in the custody of another agency and the custodian's response to the request, and any information that would identify whether a law enforcement agency has requested or received that public record are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, during the period in which the information constitutes active criminal intelligence information or active criminal investigative information.

b. The law enforcement agency that made the request to inspect or copy a public record shall give notice to the custodial agency when the criminal intelligence information or criminal investigative information is no longer active so that the request made by the law enforcement agency, the custodian's response to the request, and information that would identify whether the law enforcement agency had requested or received that public record are available to the public.

c. This exemption is remedial in nature, and it is the intent of the Legislature that the exemption be applied to requests for information received before, on, or after the effective date of this paragraph.

(d) Any information revealing surveillance techniques or procedures or personnel is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. Any comprehensive inventory of state and local law enforcement resources compiled pursuant to part I, chapter 23, and any comprehensive policies or plans compiled by a criminal justice agency pertaining to the mobilization, deployment, or tactical operations involved in responding to an emergency, as defined in s. [252.34](#), are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution and unavailable for inspection, except by personnel authorized by a state or local law enforcement agency, the office of the Governor, the Department of Legal Affairs, the Department of Law Enforcement, or the Division of Emergency Management as having an official need for access to the inventory or comprehensive policies or plans.

- (e) Any information revealing the substance of a confession of a person arrested is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, until such time as the criminal case is finally determined by adjudication, dismissal, or other final disposition.
- (f) Any information revealing the identity of a confidential informant or a confidential source is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (g)1. All complaints and other records in the custody of any agency which relate to a complaint of discrimination relating to race, color, religion, sex, national origin, age, handicap, or marital status in connection with hiring practices, position classifications, salary, benefits, discipline, discharge, employee performance, evaluation, or other related activities are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution until a finding is made relating to probable cause, the investigation of the complaint becomes inactive, or the complaint or other record is made part of the official record of any hearing or court proceeding.
- a. This exemption does not affect any function or activity of the Florida Commission on Human Relations.
- b. Any state or federal agency that is authorized to have access to such complaints or records by any provision of law shall be granted such access in the furtherance of such agency's statutory duties.
2. If an alleged victim chooses not to file a complaint and requests that records of the complaint remain confidential, all records relating to an allegation of employment discrimination are confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (h)1. The following criminal intelligence information or criminal investigative information is confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution:
- a. Any information that reveals the identity of the victim of the crime of child abuse as defined by chapter 827 or that reveals the identity of a person under the age of 18 who is the victim of the crime of human trafficking proscribed in s. [787.06\(3\)\(a\)](#).
- b. Any information that may reveal the identity of a person who is a victim of any sexual offense, including a sexual offense proscribed in s. [787.06\(3\)\(b\)](#), (d), (f), or (g), chapter 794, chapter 796, chapter 800, chapter 827, or chapter 847.
- c. A photograph, videotape, or image of any part of the body of the victim of a sexual offense prohibited under s. [787.06\(3\)\(b\)](#), (d), (f), or (g), chapter 794, chapter 796, chapter 800, s. [810.145](#), chapter 827, or chapter 847, regardless of whether the photograph, videotape, or image identifies the victim.
2. Criminal investigative information and criminal intelligence information made confidential and exempt under this paragraph may be disclosed by a law enforcement agency:
- a. In the furtherance of its official duties and responsibilities.
- b. For print, publication, or broadcast if the law enforcement agency determines that such release would assist in locating or identifying a person that such agency believes to be missing or endangered. The information provided should be limited to that needed to identify or locate the victim and not include the sexual nature of the offense committed against the person.
- c. To another governmental agency in the furtherance of its official duties and responsibilities.
3. This exemption applies to such confidential and exempt criminal intelligence information or criminal investigative information held by a law enforcement agency before, on, or after the effective date of the exemption.
- (i) Any criminal intelligence information or criminal investigative information that reveals the personal assets of the victim of a crime, other than property stolen or destroyed during the commission of the crime, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (j)1. Any document that reveals the identity, home or employment telephone number, home or employment address, or personal assets of the victim of a crime and identifies that person as the victim of a crime, which document is received by any agency that regularly receives information from or concerning the victims of crime, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. Any information not otherwise held confidential or exempt from s. [119.07\(1\)](#) which reveals the home or employment telephone number, home or employment address, or personal assets of a person who has been the victim of sexual battery, aggravated child abuse, aggravated stalking, harassment, aggravated battery, or domestic violence is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, upon written request by the victim, which must

include official verification that an applicable crime has occurred. Such information shall cease to be exempt 5 years after the receipt of the written request. Any state or federal agency that is authorized to have access to such documents by any provision of law shall be granted such access in the furtherance of such agency's statutory duties, notwithstanding this section.

2.a. Any information in a videotaped statement of a minor who is alleged to be or who is a victim of sexual battery, lewd acts, or other sexual misconduct proscribed in chapter 800 or in s. [794.011](#), s. [827.071](#), s. [847.012](#), s. [847.0125](#), s. [847.013](#), s. [847.0133](#), or s. [847.0145](#), which reveals that minor's identity, including, but not limited to, the minor's face; the minor's home, school, church, or employment telephone number; the minor's home, school, church, or employment address; the name of the minor's school, church, or place of employment; or the personal assets of the minor; and which identifies that minor as the victim of a crime described in this subparagraph, held by a law enforcement agency, is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. Any governmental agency that is authorized to have access to such statements by any provision of law shall be granted such access in the furtherance of the agency's statutory duties, notwithstanding the provisions of this section.

b. A public employee or officer who has access to a videotaped statement of a minor who is alleged to be or who is a victim of sexual battery, lewd acts, or other sexual misconduct proscribed in chapter 800 or in s. [794.011](#), s. [827.071](#), s. [847.012](#), s. [847.0125](#), s. [847.013](#), s. [847.0133](#), or s. [847.0145](#) may not willfully and knowingly disclose videotaped information that reveals the minor's identity to a person who is not assisting in the investigation or prosecution of the alleged offense or to any person other than the defendant, the defendant's attorney, or a person specified in an order entered by the court having jurisdiction of the alleged offense. A person who violates this provision commits a misdemeanor of the first degree, punishable as provided in s. [775.082](#) or s. [775.083](#).

(k) A complaint of misconduct filed with an agency against an agency employee and all information obtained pursuant to an investigation by the agency of the complaint of misconduct is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until the investigation ceases to be active, or until the agency provides written notice to the employee who is the subject of the complaint, either personally or by mail, that the agency has either:

1. Concluded the investigation with a finding not to proceed with disciplinary action or file charges; or
2. Concluded the investigation with a finding to proceed with disciplinary action or file charges.

(l)1. As used in this paragraph, the term:

- a. "Body camera" means a portable electronic recording device that is worn on a law enforcement officer's body and that records audio and video data in the course of the officer performing his or her official duties and responsibilities.
- b. "Law enforcement officer" has the same meaning as provided in s. [943.10](#).
- c. "Personal representative" means a parent, a court-appointed guardian, an attorney, or an agent of, or a person holding a power of attorney for, a person recorded by a body camera. If a person depicted in the recording is deceased, the term also means the personal representative of the estate of the deceased person; the deceased person's surviving spouse, parent, or adult child; the deceased person's attorney or agent; or the parent or guardian of a surviving minor child of the deceased. An agent must possess written authorization of the recorded person to act on his or her behalf.

2. A body camera recording, or a portion thereof, is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if the recording:

- a. Is taken within the interior of a private residence;
 - b. Is taken within the interior of a facility that offers health care, mental health care, or social services; or
 - c. Is taken in a place that a reasonable person would expect to be private.
3. Notwithstanding subparagraph 2., a body camera recording, or a portion thereof, may be disclosed by a law enforcement agency:
- a. In furtherance of its official duties and responsibilities; or
 - b. To another governmental agency in the furtherance of its official duties and responsibilities.
4. Notwithstanding subparagraph 2., a body camera recording, or a portion thereof, shall be disclosed by a law enforcement agency:

- a. To a person recorded by a body camera; however, a law enforcement agency may disclose only those portions that are relevant to the person's presence in the recording;
- b. To the personal representative of a person recorded by a body camera; however, a law enforcement agency may disclose only those portions that are relevant to the represented person's presence in the recording;
- c. To a person not depicted in a body camera recording if the recording depicts a place in which the person lawfully resided, dwelled, or lodged at the time of the recording; however, a law enforcement agency may disclose only those portions that record the interior of such a place.
- d. Pursuant to a court order.
 - (I) In addition to any other grounds the court may consider in determining whether to order that a body camera recording be disclosed, the court shall consider whether:
 - (A) Disclosure is necessary to advance a compelling interest;
 - (B) The recording contains information that is otherwise exempt or confidential and exempt under the law;
 - (C) The person requesting disclosure is seeking to obtain evidence to determine legal issues in a case in which the person is a party;
 - (D) Disclosure would reveal information regarding a person that is of a highly sensitive personal nature;
 - (E) Disclosure may harm the reputation or jeopardize the safety of a person depicted in the recording;
 - (F) Confidentiality is necessary to prevent a serious and imminent threat to the fair, impartial, and orderly administration of justice;
 - (G) The recording could be redacted to protect privacy interests; and
 - (H) There is good cause to disclose all or portions of a recording.
 - (II) In any proceeding regarding the disclosure of a body camera recording, the law enforcement agency that made the recording shall be given reasonable notice of hearings and shall be given an opportunity to participate.
5. A law enforcement agency must retain a body camera recording for at least 90 days.
6. The exemption provided in subparagraph 2. applies retroactively.
7. This exemption does not supersede any other public records exemption that existed before or is created after the effective date of this exemption. Those portions of a recording which are protected from disclosure by another public records exemption shall continue to be exempt or confidential and exempt.
 - (m) Criminal intelligence information or criminal investigative information that reveals the personal identifying information of a witness to a murder, as described in s. [782.04](#), is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution for 2 years after the date on which the murder is observed by the witness. A criminal justice agency may disclose such information:
 1. In the furtherance of its official duties and responsibilities.
 2. To assist in locating or identifying the witness if the agency believes the witness to be missing or endangered.
 3. To another governmental agency for use in the performance of its official duties and responsibilities.
 4. To the parties in a pending criminal prosecution as required by law.
 - (n) Personal identifying information of the alleged victim in an allegation of sexual harassment or the victim of sexual harassment is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if such information identifies that person as an alleged victim or as a victim of sexual harassment. Confidentiality may be waived in writing by the alleged victim or the victim. Such information may be disclosed to another governmental entity in the furtherance of its official duties and responsibilities. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal through reenactment by the Legislature.
 - (o) The address of a victim of an incident of mass violence is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. For purposes of this paragraph, the term "incident of mass violence" means an incident in which four or more people, not including the perpetrator, are severely injured or killed by an intentional and indiscriminate act of violence of another. For purposes of this paragraph, the term "victim" means a person killed or injured during an incident of mass violence, not including the perpetrator. This paragraph is subject to the Open Government Sunset Review Act in accordance with s.

[119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(p)1. As used in this paragraph, the term:

a. "Killing of a law enforcement officer who was acting in accordance with his or her official duties" means all acts or events that cause or otherwise relate to the death of a law enforcement officer who was acting in accordance with his or her official duties, including any related acts or events immediately preceding or subsequent to the acts or events that were the proximate cause of death.

b. "Killing of a victim of mass violence" means events that depict either a victim being killed or the body of a victim killed in an incident in which three or more persons, not including the perpetrator, are killed by the perpetrator of an intentional act of violence.

2. A photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution, except that a surviving spouse of the decedent may view and copy any such photograph or video recording or listen to or copy any such audio recording. If there is no surviving spouse, the surviving parents shall have access to such records. If there is no surviving spouse or parent, the adult children shall have access to such records. Nothing in this paragraph precludes a surviving spouse, parent, or adult child of the victim from sharing or publicly releasing such photograph or video or audio recording.

3.a. The deceased's surviving relative, with whom authority rests to obtain such records, may designate in writing an agent to obtain such records.

b. A local governmental entity, or a state or federal agency, in furtherance of its official duties, pursuant to a written request, may view or copy a photograph or video recording or may listen to or copy an audio recording of the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, and, unless otherwise required in the performance of its duties, the identity of the deceased shall remain confidential and exempt.

c. The custodian of the record, or his or her designee, may not permit any other person to view or copy such photograph or video recording or listen to or copy such audio recording without a court order.

4.a. The court, upon a showing of good cause, may issue an order authorizing any person to view or copy a photograph or video recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, or to listen to or copy an audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, and may prescribe any restrictions or stipulations that the court deems appropriate.

b. In determining good cause, the court shall consider:

(I) Whether such disclosure is necessary for the public evaluation of governmental performance;

(II) The seriousness of the intrusion into the family's right to privacy and whether such disclosure is the least intrusive means available; and

(III) The availability of similar information in other public records, regardless of form.

c. In all cases, the viewing, copying, listening to, or other handling of a photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence must be under the direct supervision of the custodian of the record or his or her designee.

5. A surviving spouse shall be given reasonable notice of a petition filed with the court to view or copy a photograph or video recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, or to listen to or copy any such audio recording, a copy of such petition, and reasonable notice of the opportunity to be present and heard at any hearing on the matter. If there is no surviving spouse, such notice must be given to the parents of the deceased and, if the deceased has no surviving parent, to the adult children of the deceased.

6.a. Any custodian of a photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence who willfully and knowingly violates this

paragraph commits a felony of the third degree, punishable as provided in s. [775.082](#), s. [775.083](#), or s. [775.084](#).

b. Any person who willfully and knowingly violates a court order issued pursuant to this paragraph commits a felony of the third degree, punishable as provided in s. [775.082](#), s. [775.083](#), or s. [775.084](#).

c. A criminal or administrative proceeding is exempt from this paragraph but, unless otherwise exempted, is subject to all other provisions of chapter 119; however, this paragraph does not prohibit a court in a criminal or administrative proceeding upon good cause shown from restricting or otherwise controlling the disclosure of a killing, crime scene, or similar photograph or video or audio recording in the manner prescribed in this paragraph.

7. The exemption in this paragraph shall be given retroactive application and shall apply to all photographs or video or audio recordings that depict or record the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, regardless of whether the killing of the person occurred before, on, or after May 23, 2019. However, nothing in this paragraph is intended to, nor may be construed to, overturn or abrogate or alter any existing orders duly entered into by any court of this state, as of the effective date of this act, which restrict or limit access to any photographs or video or audio recordings that depict or record the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence.

8. This paragraph applies only to such photographs and video and audio recordings held by an agency.

9. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2024, unless reviewed and saved from repeal through reenactment by the Legislature.

(q)1. As used in this paragraph, the term:

a. "Conviction integrity unit" means a unit within a state attorney's office established for the purpose of reviewing plausible claims of actual innocence.

b. "Conviction integrity unit reinvestigation information" means information or materials generated during a new investigation by a conviction integrity unit following the unit's formal written acceptance of an applicant's case. The term does not include:

(I) Information, materials, or records generated by a state attorney's office during an investigation done for the purpose of responding to motions made pursuant to Rule 3.800, Rule 3.850, or Rule 3.853, Florida Rules of Criminal Procedure, or any other collateral proceeding.

(II) Petitions by applicants to the conviction integrity unit.

(III) Criminal investigative information generated before the commencement of a conviction integrity unit investigation which is not otherwise exempt from this section.

2. Conviction integrity unit reinvestigation information is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution for a reasonable period of time during an active, ongoing, and good faith investigation of a claim of actual innocence in a case that previously resulted in the conviction of the accused person and until the claim is no longer capable of further investigation. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2026, unless reviewed and saved from repeal through reenactment by the Legislature.

(3) SECURITY AND FIRESAFETY.—

(a)1. As used in this paragraph, the term "security or firesafety system plan" includes all:

a. Records, information, photographs, audio and visual presentations, schematic diagrams, surveys, recommendations, or consultations or portions thereof relating directly to the physical security or firesafety of the facility or revealing security or firesafety systems;

b. Threat assessments conducted by any agency or any private entity;

c. Threat response plans;

d. Emergency evacuation plans;

e. Sheltering arrangements; or

f. Manuals for security or firesafety personnel, emergency equipment, or security or firesafety training.

2. A security or firesafety system plan or portion thereof for:

a. Any property owned by or leased to the state or any of its political subdivisions; or

b. Any privately owned or leased property

held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption is remedial in nature, and it is the intent of the Legislature that this exemption apply to security or firesafety system plans held by an agency before, on, or after the effective date of this paragraph. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

3. Information made confidential and exempt by this paragraph may be disclosed:

- a. To the property owner or leaseholder;
- b. In furtherance of the official duties and responsibilities of the agency holding the information;
- c. To another local, state, or federal agency in furtherance of that agency's official duties and responsibilities; or
- d. Upon a showing of good cause before a court of competent jurisdiction.

(b)1. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout and structural elements of a building, arena, stadium, water treatment facility, or other structure owned or operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout and structural elements of a building, arena, stadium, water treatment facility, or other structure owned or operated by an agency before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed:

- a. To another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities;
- b. To a licensed architect, engineer, or contractor who is performing work on or related to the building, arena, stadium, water treatment facility, or other structure owned or operated by an agency; or
- c. Upon a showing of good cause before a court of competent jurisdiction.

4. The entities or persons receiving such information shall maintain the exempt status of the information.

(c)1. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout or structural elements of an attractions and recreation facility, entertainment or resort complex, industrial complex, retail and service development, office development, health care facility, or hotel or motel development, which records are held by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to any such records held by an agency before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed to another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities; to the owner or owners of the structure in question or the owner's legal representative; or upon a showing of good cause before a court of competent jurisdiction.

4. This paragraph does not apply to comprehensive plans or site plans, or amendments thereto, which are submitted for approval or which have been approved under local land development regulations, local zoning regulations, or development-of-regional-impact review.

5. As used in this paragraph, the term:

a. "Attractions and recreation facility" means any sports, entertainment, amusement, or recreation facility, including, but not limited to, a sports arena, stadium, racetrack, tourist attraction, amusement park, or pari-mutuel facility that:

(I) For single-performance facilities:

- (A) Provides single-performance facilities; or
- (B) Provides more than 10,000 permanent seats for spectators.

(II) For serial-performance facilities:

- (A) Provides parking spaces for more than 1,000 motor vehicles; or
- (B) Provides more than 4,000 permanent seats for spectators.

b. "Entertainment or resort complex" means a theme park comprised of at least 25 acres of land with permanent exhibitions and a variety of recreational activities, which has at least 1 million visitors annually who pay admission fees thereto, together with any lodging,

dining, and recreational facilities located adjacent to, contiguous to, or in close proximity to the theme park, as long as the owners or operators of the theme park, or a parent or related company or subsidiary thereof, has an equity interest in the lodging, dining, or recreational facilities or is in privity therewith. Close proximity includes an area within a 5-mile radius of the theme park complex.

c. "Industrial complex" means any industrial, manufacturing, processing, distribution, warehousing, or wholesale facility or plant, as well as accessory uses and structures, under common ownership that:

(I) Provides onsite parking for more than 250 motor vehicles;

(II) Encompasses 500,000 square feet or more of gross floor area; or

(III) Occupies a site of 100 acres or more, but excluding wholesale facilities or plants that primarily serve or deal onsite with the general public.

d. "Retail and service development" means any retail, service, or wholesale business establishment or group of establishments which deals primarily with the general public onsite and is operated under one common property ownership, development plan, or management that:

(I) Encompasses more than 400,000 square feet of gross floor area; or

(II) Provides parking spaces for more than 2,500 motor vehicles.

e. "Office development" means any office building or park operated under common ownership, development plan, or management that encompasses 300,000 or more square feet of gross floor area.

f. "Health care facility" means a hospital, ambulatory surgical center, nursing home, hospice, or intermediate care facility for the developmentally disabled.

g. "Hotel or motel development" means any hotel or motel development that accommodates 350 or more units.

6. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(d)1. Information relating to the Nationwide Public Safety Broadband Network established pursuant to 47 U.S.C. ss. 1401 et seq., held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if release of such information would reveal:

a. The design, development, construction, deployment, and operation of network facilities;

b. Network coverage, including geographical maps indicating actual or proposed locations of network infrastructure or facilities;

c. The features, functions, and capabilities of network infrastructure and facilities;

d. The features, functions, and capabilities of network services provided to first responders, as defined in s. [112.1815](#), and other network users;

e. The design, features, functions, and capabilities of network devices provided to first responders and other network users; or

f. Security, including cybersecurity, of the design, construction, and operation of the network and associated services and products.

2. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(e)1.a. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the structural elements of 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio communication services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

b. Geographical maps indicating the actual or proposed locations of 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the structural elements of 911, E911, or public safety radio communication system infrastructure or other 911, E911, or public safety radio communication structures or facilities owned and

operated by an agency, and geographical maps indicating actual or proposed locations of 911, E911, or public safety radio communication system infrastructure or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency, before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed:

- a. To another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities;
- b. To a licensed architect, engineer, or contractor who is performing work on or related to the 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio communication services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency; or
- c. Upon a showing of good cause before a court of competent jurisdiction.

4. The entities or persons receiving such information must maintain the exempt status of the information.

5. For purposes of this paragraph, the term "public safety radio" is defined as the means of communication between and among 911 public safety answering points, dispatchers, and first responder agencies using those portions of the radio frequency spectrum designated by the Federal Communications Commission under 47 C.F.R. part 90 for public safety purposes.

6. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2025, unless reviewed and saved from repeal through reenactment by the Legislature.

(4) AGENCY PERSONNEL INFORMATION.—

(a)1. The social security numbers of all current and former agency employees which are held by the employing agency are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. The social security numbers of current and former agency employees may be disclosed by the employing agency:

- a. If disclosure of the social security number is expressly required by federal or state law or a court order.
- b. To another agency or governmental entity if disclosure of the social security number is necessary for the receiving agency or entity to perform its duties and responsibilities.
- c. If the current or former agency employee expressly consents in writing to the disclosure of his or her social security number.

(b)1. Medical information pertaining to a prospective, current, or former officer or employee of an agency which, if disclosed, would identify that officer or employee is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. However, such information may be disclosed if the person to whom the information pertains or the person's legal representative provides written permission or pursuant to court order.

2.a. Personal identifying information of a dependent child of a current or former officer or employee of an agency, which dependent child is insured by an agency group insurance plan, is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. For purposes of this exemption, "dependent child" has the same meaning as in s. [409.2554](#).

b. This exemption is remedial in nature and applies to such personal identifying information held by an agency before, on, or after the effective date of this exemption.

(c) Any information revealing undercover personnel of any criminal justice agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

(d)1. For purposes of this paragraph, the term:

a. "Home addresses" means the dwelling location at which an individual resides and includes the physical address, mailing address, street address, parcel identification number, plot identification number, legal property description, neighborhood name and lot number, GPS coordinates, and any other descriptive property information that may reveal the home address.

b. "Telephone numbers" includes home telephone numbers, personal cellular telephone numbers, personal pager telephone numbers, and telephone numbers associated with personal communications devices.

2.a. The home addresses, telephone numbers, dates of birth, and photographs of active or former sworn law enforcement personnel or of active or former civilian personnel employed by a law enforcement agency, including correctional and correctional probation officers, personnel of the Department of Children and Families whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities,

- personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect, and personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- b. The home addresses, telephone numbers, dates of birth, and photographs of current or former nonsworn investigative personnel of the Department of Financial Services whose duties include the investigation of fraud, theft, workers' compensation coverage requirements and compliance, other related criminal activities, or state regulatory requirement violations; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- c. The home addresses, telephone numbers, dates of birth, and photographs of current or former nonsworn investigative personnel of the Office of Financial Regulation's Bureau of Financial Investigations whose duties include the investigation of fraud, theft, other related criminal activities, or state regulatory requirement violations; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- d. The home addresses, telephone numbers, dates of birth, and photographs of current or former firefighters certified in compliance with s. [633.408](#); the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such firefighters; and the names and locations of schools and day care facilities attended by the children of such firefighters are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- e. The home addresses, dates of birth, and telephone numbers of current or former justices of the Supreme Court, district court of appeal judges, circuit court judges, and county court judges; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former justices and judges; and the names and locations of schools and day care facilities attended by the children of current or former justices and judges are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- f. The home addresses, telephone numbers, dates of birth, and photographs of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; and the names and locations of schools and day care facilities attended by the children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- g. The home addresses, dates of birth, and telephone numbers of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; and the names and locations of schools and day care facilities attended by the children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- h. The home addresses, telephone numbers, dates of birth, and photographs of current or former human resource, labor relations, or employee relations directors, assistant directors, managers, or assistant managers of any local government agency or water management district whose duties include hiring and firing employees, labor contract negotiation, administration, or other personnel-related duties; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses

and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

i. The home addresses, telephone numbers, dates of birth, and photographs of current or former code enforcement officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

j. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former guardians ad litem, as defined in s. [39.820](#); the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such persons; and the names and locations of schools and day care facilities attended by the children of such persons are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

k. The home addresses, telephone numbers, dates of birth, and photographs of current or former juvenile probation officers, juvenile probation supervisors, detention superintendents, assistant detention superintendents, juvenile justice detention officers I and II, juvenile justice detention officer supervisors, juvenile justice residential officers, juvenile justice residential officer supervisors I and II, juvenile justice counselors, juvenile justice counselor supervisors, human services counselor administrators, senior human services counselor administrators, rehabilitation therapists, and social services counselors of the Department of Juvenile Justice; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

l. The home addresses, telephone numbers, dates of birth, and photographs of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; and the names and locations of schools and day care facilities attended by the children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

m. The home addresses, telephone numbers, dates of birth, and photographs of current or former investigators or inspectors of the Department of Business and Professional Regulation; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such current or former investigators and inspectors; and the names and locations of schools and day care facilities attended by the children of such current or former investigators and inspectors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

n. The home addresses, telephone numbers, and dates of birth of county tax collectors; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such tax collectors; and the names and locations of schools and day care facilities attended by the children of such tax collectors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

o. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel of the Department of Health whose duties include, or result in, the determination or adjudication of eligibility for social security disability benefits, the investigation or prosecution of complaints filed against health care practitioners, or the inspection of health care practitioners or health care facilities licensed by the Department of Health; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

p. The home addresses, telephone numbers, dates of birth, and photographs of current or former impaired practitioner consultants who are retained by an agency or current or former employees of an impaired practitioner consultant whose duties result in a determination of a person's skill and safety to practice a licensed profession; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such consultants or their employees; and the names and locations

- of schools and day care facilities attended by the children of such consultants or employees are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- q. The home addresses, telephone numbers, dates of birth, and photographs of current or former emergency medical technicians or paramedics certified under chapter 401; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such emergency medical technicians or paramedics; and the names and locations of schools and day care facilities attended by the children of such emergency medical technicians or paramedics are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- r. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel employed in an agency's office of inspector general or internal audit department whose duties include auditing or investigating waste, fraud, abuse, theft, exploitation, or other activities that could lead to criminal prosecution or administrative discipline; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- s. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, nurses, and clinical employees of an addiction treatment facility; the home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. For purposes of this sub-subparagraph, the term "addiction treatment facility" means a county government, or agency thereof, that is licensed pursuant to s. [397.401](#) and provides substance abuse prevention, intervention, or clinical treatment, including any licensed service component described in s. [397.311\(26\)](#).
- t. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, and clinical employees of a child advocacy center that meets the standards of s. [39.3035\(2\)](#) and fulfills the screening requirement of s. [39.3035\(3\)](#), and the members of a Child Protection Team as described in s. [39.303](#) whose duties include supporting the investigation of child abuse or sexual abuse, child abandonment, child neglect, and child exploitation or to provide services as part of a multidisciplinary case review team; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel and members; and the names and locations of schools and day care facilities attended by the children of such personnel and members are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- u. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former staff and domestic violence advocates, as defined in s. [90.5036\(1\)\(b\)](#), of domestic violence centers certified by the Department of Children and Families under chapter 39; the names, home addresses, telephone numbers, places of employment, dates of birth, and photographs of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
3. An agency that is the custodian of the information specified in subparagraph 2. and that is not the employer of the officer, employee, justice, judge, or other person specified in subparagraph 2. must maintain the exempt status of that information only if the officer, employee, justice, judge, other person, or employing agency of the designated employee submits a written and notarized request for maintenance of the exemption to the custodial agency. The request must state under oath the statutory basis for the individual's exemption request and confirm the individual's status as a party eligible for exempt status.
- 4.a. A county property appraiser, as defined in s. [192.001\(3\)](#), or a county tax collector, as defined in s. [192.001\(4\)](#), who receives a written and notarized request for maintenance of the exemption pursuant to subparagraph 3. must comply by removing the name of the individual with exempt status and the instrument number or Official Records book and page number identifying the property with the exempt status from all publicly available records maintained by the property appraiser or tax collector. For written requests received on or before July 1, 2021, a county property appraiser or county tax collector must comply with this sub-subparagraph by October 1, 2021. A county property appraiser or county tax collector may not remove the street address, legal description, or other information

identifying real property within the agency's records so long as a name or personal information otherwise exempt from inspection and copying pursuant to this section are not associated with the property or otherwise displayed in the public records of the agency.

b. Any information restricted from public display, inspection, or copying under sub-subparagraph a. must be provided to the individual whose information was removed.

5. An officer, an employee, a justice, a judge, or other person specified in subparagraph 2. may submit a written request for the release of his or her exempt information to the custodial agency. The written request must be notarized and must specify the information to be released and the party authorized to receive the information. Upon receipt of the written request, the custodial agency must release the specified information to the party authorized to receive such information.

6. The exemptions in this paragraph apply to information held by an agency before, on, or after the effective date of the exemption.

7. Information made exempt under this paragraph may be disclosed pursuant to s. [28.2221](#) to a title insurer authorized pursuant to s. [624.401](#) and its affiliates as defined in s. [624.10](#); a title insurance agent or title insurance agency as defined in s. [626.841](#)(1) or (2), respectively; or an attorney duly admitted to practice law in this state and in good standing with The Florida Bar.

8. The exempt status of a home address contained in the Official Records is maintained only during the period when a protected party resides at the dwelling location. Upon conveyance of real property after October 1, 2021, and when such real property no longer constitutes a protected party's home address as defined in sub-subparagraph 1.a., the protected party must submit a written request to release the removed information to the county recorder. The written request to release the removed information must be notarized, must confirm that a protected party's request for release is pursuant to a conveyance of his or her dwelling location, and must specify the Official Records book and page, instrument number, or clerk's file number for each document containing the information to be released.

9. Upon the death of a protected party as verified by a certified copy of a death certificate or court order, any party can request the county recorder to release a protected decedent's removed information unless there is a related request on file with the county recorder for continued removal of the decedent's information or unless such removal is otherwise prohibited by statute or by court order. The written request to release the removed information upon the death of a protected party must attach the certified copy of a death certificate or court order and must be notarized, must confirm the request for release is due to the death of a protected party, and must specify the Official Records book and page number, instrument number, or clerk's file number for each document containing the information to be released. A fee may not be charged for the release of any document pursuant to such request.

10. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2024, unless reviewed and saved from repeal through reenactment by the Legislature.

(e)1. As used in this paragraph, the term "law enforcement geolocation information" means information collected using a global positioning system or another mapping, locational, or directional information system that allows tracking of the location or movement of a law enforcement officer or a law enforcement vehicle.

2. Law enforcement geolocation information held by a law enforcement agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to such information held by an agency before, on, or after the effective date of the exemption. This exemption does not apply to uniform traffic citations, crash reports, homicide reports, arrest reports, incident reports, or any other official reports issued by an agency which contain law enforcement geolocation information.

3. A law enforcement agency shall disclose law enforcement geolocation information in the following instances:

a. Upon a request from a state or federal law enforcement agency;

b. When a person files a petition with the circuit court in the jurisdiction where the agency having custody of the requested law enforcement geolocation information is located specifying the reasons for requesting such information and the court, upon a showing of good cause, issues an order authorizing the release of the law enforcement geolocation information. In all cases in which the court releases law enforcement geolocation information under this sub-subparagraph, such information must be viewed or

copied under the direct supervision of the custodian of the record or his or her designee; or

c. When law enforcement geolocation information is requested for use in a criminal, civil, or administrative proceeding. This sub-subparagraph does not prohibit a court in such a criminal, civil, or administrative proceeding, upon a showing of good cause, from restricting or otherwise controlling the disclosure of such information.

4. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal through reenactment by the Legislature.

(5) OTHER PERSONAL INFORMATION.—

(a)1.a. The Legislature acknowledges that the social security number was never intended to be used for business purposes but was intended to be used solely for the administration of the federal Social Security System. The Legislature is further aware that over time this unique numeric identifier has been used extensively for identity verification purposes and other legitimate consensual purposes.

b. The Legislature recognizes that the social security number can be used as a tool to perpetuate fraud against an individual and to acquire sensitive personal, financial, medical, and familial information, the release of which could cause great financial or personal harm to an individual.

c. The Legislature intends to monitor the use of social security numbers held by agencies in order to maintain a balanced public policy.

2.a. An agency may not collect an individual's social security number unless the agency has stated in writing the purpose for its collection and unless it is:

(I) Specifically authorized by law to do so; or

(II) Imperative for the performance of that agency's duties and responsibilities as prescribed by law.

b. An agency shall identify in writing the specific federal or state law governing the collection, use, or release of social security numbers for each purpose for which the agency collects the social security number, including any authorized exceptions that apply to such collection, use, or release. Each agency shall ensure that the collection, use, or release of social security numbers complies with the specific applicable federal or state law.

c. Social security numbers collected by an agency may not be used by that agency for any purpose other than the purpose provided in the written statement.

3. An agency collecting an individual's social security number shall provide that individual with a copy of the written statement required in subparagraph 2. The written statement also shall state whether collection of the individual's social security number is authorized or mandatory under federal or state law.

4. Each agency shall review whether its collection of social security numbers is in compliance with subparagraph 2. If the agency determines that collection of a social security number is not in compliance with subparagraph 2., the agency shall immediately discontinue the collection of social security numbers for that purpose.

5. Social security numbers held by an agency are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to social security numbers held by an agency before, on, or after the effective date of this exemption. This exemption does not supersede any federal law prohibiting the release of social security numbers or any other applicable public records exemption for social security numbers existing prior to May 13, 2002, or created thereafter.

6. Social security numbers held by an agency may be disclosed if any of the following apply:

a. The disclosure of the social security number is expressly required by federal or state law or a court order.

b. The disclosure of the social security number is necessary for the receiving agency or governmental entity to perform its duties and responsibilities.

c. The individual expressly consents in writing to the disclosure of his or her social security number.

d. The disclosure of the social security number is made to comply with the USA Patriot Act of 2001, Pub. L. No. 107-56, or Presidential Executive Order 13224.

e. The disclosure of the social security number is made to a commercial entity for the permissible uses set forth in the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq.; the Fair Credit Reporting Act, 15 U.S.C. ss. 1681 et seq.; or the Financial Services Modernization Act of 1999, 15 U.S.C. ss. 6801 et seq., provided that the authorized commercial entity complies with the requirements of this paragraph.

- f. The disclosure of the social security number is for the purpose of the administration of health benefits for an agency employee or his or her dependents.
- g. The disclosure of the social security number is for the purpose of the administration of a pension fund administered for the agency employee's retirement fund, deferred compensation plan, or defined contribution plan.
- h. The disclosure of the social security number is for the purpose of the administration of the Uniform Commercial Code by the office of the Secretary of State.
- 7.a. For purposes of this subsection, the term:
- (I) "Commercial activity" means the permissible uses set forth in the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq.; the Fair Credit Reporting Act, 15 U.S.C. ss. 1681 et seq.; or the Financial Services Modernization Act of 1999, 15 U.S.C. ss. 6801 et seq., or verification of the accuracy of personal information received by a commercial entity in the normal course of its business, including identification or prevention of fraud or matching, verifying, or retrieving information. It does not include the display or bulk sale of social security numbers to the public or the distribution of such numbers to any customer that is not identifiable by the commercial entity.
- (II) "Commercial entity" means any corporation, partnership, limited partnership, proprietorship, sole proprietorship, firm, enterprise, franchise, or association that performs a commercial activity in this state.
- b. An agency may not deny a commercial entity engaged in the performance of a commercial activity access to social security numbers, provided the social security numbers will be used only in the performance of a commercial activity and provided the commercial entity makes a written request for the social security numbers. The written request must:
- (I) Be verified as provided in s. [92.525](#);
- (II) Be legibly signed by an authorized officer, employee, or agent of the commercial entity;
- (III) Contain the commercial entity's name, business mailing and location addresses, and business telephone number; and
- (IV) Contain a statement of the specific purposes for which it needs the social security numbers and how the social security numbers will be used in the performance of a commercial activity, including the identification of any specific federal or state law that permits such use.
- c. An agency may request any other information reasonably necessary to verify the identity of a commercial entity requesting the social security numbers and the specific purposes for which the numbers will be used.
- 8.a. Any person who makes a false representation in order to obtain a social security number pursuant to this paragraph, or any person who willfully and knowingly violates this paragraph, commits a felony of the third degree, punishable as provided in s. [775.082](#) or s. [775.083](#).
- b. Any public officer who violates this paragraph commits a noncriminal infraction, punishable by a fine not exceeding \$500 per violation.
9. Any affected person may petition the circuit court for an order directing compliance with this paragraph.
- (b) Bank account numbers and debit, charge, and credit card numbers held by an agency are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. This exemption applies to bank account numbers and debit, charge, and credit card numbers held by an agency before, on, or after the effective date of this exemption.
- (c)1. For purposes of this paragraph, the term:
- a. "Child" means any person younger than 18 years of age.
- b. "Government-sponsored recreation program" means a program for which an agency assumes responsibility for a child participating in that program, including, but not limited to, after-school programs, athletic programs, nature programs, summer camps, or other recreational programs.
2. Information that would identify or locate a child who participates in a government-sponsored recreation program is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
3. Information that would identify or locate a parent or guardian of a child who participates in a government-sponsored recreation program is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
4. This exemption applies to records held before, on, or after the effective date of this exemption.

- (d) All records supplied by a telecommunications company, as defined by s. [364.02](#), to an agency which contain the name, address, and telephone number of subscribers are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (e) Any information provided to an agency for the purpose of forming ridesharing arrangements, which information reveals the identity of an individual who has provided his or her name for ridesharing, as defined in s. [341.031](#), is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (f)1. The following information held by the Department of Economic Opportunity, the Florida Housing Finance Corporation, a county, a municipality, or a local housing finance agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution:
- a. Medical history records and information related to health or property insurance provided by an applicant for or a participant in a federal, state, or local housing assistance program.
 - b. Property photographs and personal identifying information of an applicant for or a participant in a federal, state, or local housing assistance program for the purpose of disaster recovery assistance for a presidentially declared disaster.
2. Governmental entities or their agents shall have access to such confidential and exempt records and information for the purpose of auditing federal, state, or local housing programs or housing assistance programs.
3. Such confidential and exempt records and information may be used in any administrative or judicial proceeding, provided such records are kept confidential and exempt unless otherwise ordered by a court.
4. Sub-subparagraph 1.b. is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2025, unless reviewed and saved from repeal through reenactment by the Legislature.
- (g) Biometric identification information held by an agency before, on, or after the effective date of this exemption is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. As used in this paragraph, the term "biometric identification information" means:
1. Any record of friction ridge detail;
 2. Fingerprints;
 3. Palm prints; and
 4. Footprints.
- (h)1. Personal identifying information of an applicant for or a recipient of paratransit services which is held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
2. This exemption applies to personal identifying information of an applicant for or a recipient of paratransit services which is held by an agency before, on, or after the effective date of this exemption.
3. Confidential and exempt personal identifying information shall be disclosed:
- a. With the express written consent of the applicant or recipient or the legally authorized representative of such applicant or recipient;
 - b. In a medical emergency, but only to the extent that is necessary to protect the health or life of the applicant or recipient;
 - c. By court order upon a showing of good cause; or
 - d. To another agency in the performance of its duties and responsibilities.
- (i)1. For purposes of this paragraph, "identification and location information" means the:
- a. Home address, telephone number, and photograph of a current or former United States attorney, assistant United States attorney, judge of the United States Courts of Appeal, United States district judge, or United States magistrate;
 - b. Home address, telephone number, photograph, and place of employment of the spouse or child of such attorney, judge, or magistrate; and
 - c. Name and location of the school or day care facility attended by the child of such attorney, judge, or magistrate.
2. Identification and location information held by an agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if such attorney, judge, or magistrate submits to an agency that has custody of the identification and location information:
- a. A written request to exempt such information from public disclosure; and
 - b. A written statement that he or she has made reasonable efforts to protect the identification and location information from being accessible through other means available to the public.

(j) Any information furnished by a person to an agency for the purpose of being provided with emergency notification by the agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to information held by an agency before, on, or after the effective date of this exemption.

History.—s. 4, ch. 75-225; ss. 2, 3, 4, 6, ch. 79-187; s. 1, ch. 82-95; s. 1, ch. 83-286; s. 5, ch. 84-298; s. 1, ch. 85-18; s. 1, ch. 85-45; s. 1, ch. 85-86; s. 4, ch. 85-301; s. 2, ch. 86-11; s. 1, ch. 86-21; s. 1, ch. 86-109; s. 2, ch. 88-188; s. 1, ch. 88-384; s. 1, ch. 89-80; s. 63, ch. 90-136; s. 4, ch. 90-211; s. 78, ch. 91-45; s. 1, ch. 91-96; s. 1, ch. 91-149; s. 90, ch. 92-152; s. 1, ch. 93-87; s. 2, ch. 93-232; s. 3, ch. 93-404; s. 4, ch. 93-405; s. 1, ch. 94-128; s. 3, ch. 94-130; s. 1, ch. 94-176; s. 1419, ch. 95-147; ss. 1, 3, ch. 95-170; s. 4, ch. 95-207; s. 1, ch. 95-320; ss. 3, 5, 6, 7, 8, 9, 11, 12, 14, 15, 16, 18, 20, 25, 29, 31, 32, 33, 34, ch. 95-398; s. 3, ch. 96-178; s. 41, ch. 96-406; s. 18, ch. 96-410; s. 1, ch. 98-9; s. 7, ch. 98-137; s. 1, ch. 98-259; s. 2, ch. 99-201; s. 27, ch. 2000-164; s. 1, ch. 2001-249; s. 29, ch. 2001-261; s. 1, ch. 2001-361; s. 1, ch. 2001-364; s. 1, ch. 2002-67; ss. 1, 3, ch. 2002-256; s. 1, ch. 2002-257; ss. 2, 3, ch. 2002-391; s. 11, ch. 2003-1; s. 1, ch. 2003-16; s. 1, ch. 2003-100; s. 1, ch. 2003-137; ss. 1, 2, ch. 2003-157; ss. 1, 2, ch. 2004-9; ss. 1, 2, ch. 2004-32; ss. 1, 3, ch. 2004-95; s. 7, ch. 2004-335; s. 4, ch. 2005-213; s. 41, ch. 2005-236; ss. 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, ch. 2005-251; s. 14, ch. 2006-1; s. 1, ch. 2006-158; s. 1, ch. 2006-180; s. 1, ch. 2006-181; s. 1, ch. 2006-211; s. 1, ch. 2006-212; s. 13, ch. 2006-224; s. 1, ch. 2006-284; s. 1, ch. 2006-285; s. 1, ch. 2007-93; s. 1, ch. 2007-95; s. 1, ch. 2007-250; s. 1, ch. 2007-251; s. 1, ch. 2008-41; s. 2, ch. 2008-57; s. 1, ch. 2008-145; ss. 1, 3, ch. 2008-234; s. 1, ch. 2009-104; ss. 1, 2, ch. 2009-150; s. 1, ch. 2009-169; ss. 1, 2, ch. 2009-235; s. 1, ch. 2009-237; s. 1, ch. 2010-71; s. 1, ch. 2010-171; s. 1, ch. 2011-83; s. 1, ch. 2011-85; s. 1, ch. 2011-115; s. 1, ch. 2011-140; s. 48, ch. 2011-142; s. 1, ch. 2011-201; s. 1, ch. 2011-202; s. 1, ch. 2012-149; s. 1, ch. 2012-214; s. 1, ch. 2012-216; s. 1, ch. 2013-69; s. 119, ch. 2013-183; s. 1, ch. 2013-220; s. 1, ch. 2013-243; s. 1, ch. 2013-248; s. 1, ch. 2014-72; s. 1, ch. 2014-94; s. 1, ch. 2014-105; s. 1, ch. 2014-172; s. 1, ch. 2015-37; s. 1, ch. 2015-41; s. 1, ch. 2015-86; s. 1, ch. 2015-146; s. 1, ch. 2016-6; s. 1, ch. 2016-27; s. 1, ch. 2016-49; s. 1, ch. 2016-159; s. 1, ch. 2016-164; s. 1, ch. 2016-178; s. 1, ch. 2016-214; s. 2, ch. 2017-11; s. 1, ch. 2017-53; s. 1, ch. 2017-66; s. 1, ch. 2017-96; s. 1, ch. 2017-103; s. 1, ch. 2018-2; s. 1, ch. 2018-53; s. 1, ch. 2018-60; s. 1, ch. 2018-64; s. 1, ch. 2018-77; s. 8, ch. 2018-110; s. 1, ch. 2018-117; s. 1, ch. 2018-146; s. 1, ch. 2018-147; s. 26, ch. 2019-3; s. 1, ch. 2019-12; s. 1, ch. 2019-28; ss. 1, 3, ch. 2019-46; s. 1, ch. 2020-13; s. 1, ch. 2020-34; s. 1, ch. 2020-170; s. 1, ch. 2020-183; s. 1, ch. 2021-48; s. 1, ch. 2021-52; s. 1, ch. 2021-105; s. 30, ch. 2021-170; s. 1, ch. 2021-182; s. 3, ch. 2021-215; s. 1, ch. 2022-88; s. 1, ch. 2022-107; s. 1, ch. 2022-172.

Note.—

A. Additional exemptions from the application of this section appear in the General Index to the Florida Statutes under the heading "Public Records."

B. Portions former ss. 119.07(6), 119.072, and 119.0721; subparagraph (2)(g)1. former s. 119.0711(1); paragraph (2)(p) former s. 406.136.

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MIAMI

POLICE DEPARTMENT

Police Department:	Miami Police Department
<p>Please provide a copy of the complaint form.</p>	<p><i>The City of Miami Police Department's complaint form has different formats. In person (attached), Online (website: www.miami-police.org [Internal Affairs Complain Tab]), directly via any police supervisor (the supervisor will fill out the complaint form electronically), and via phone directly with Internal Affairs.</i></p>
<p>Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?</p>	<p><i>Complaint forms are easily accessible. The City of Miami Police Department's Complaint form has different formats. In person (attached), Online (website: www.miami-police.org [Internal Affairs Complain Tab]), directly via any police supervisor (the supervisor will fill out the complaint form electronically), and via phone directly with Internal Affairs.</i></p> <p><i>The City of Miami's Civil Investigative Panel (CIP) is the name of its civilian oversight entity. Complainants can file complaints directly with the CIP. The CIP forwards complaints to Internal Affairs within three days per an agreement with the police department.</i></p>
<p>Is identification required to receive a complaint form?</p>	<p><i>No, the complainant may remain anonymous.</i></p>
<p>How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?</p>	<p><i>The City of Miami Police Department's Complaint form has different formats. In person (attached), Online (website: www.miami-police.org [Internal Affairs Complain Tab]), directly via any police supervisor (the supervisor will fill out the complaint form electronically), and via phone directly with Internal Affairs.</i></p>

Police Department:	Miami Police Department
Are anonymous complaints accepted? If so, what is the process?	<i>Yes, anonymous complaints are accepted and will be handled as any other complaint.</i>
Can all employees of the department accept complaints?	<i>The City of Miami Police Department's policy directs supervisors of the City of Miami Police Department to accept complaints.</i>
Are complaint forms available in multiple languages?	<i>Yes, English, Spanish, and Creole.</i>
Are translation services available to assist members of the public file a complaint?	<i>The City of Miami Police Department Internal Affairs Section is comprised of multicultural personnel. As such, they can communicate with English, Spanish, and Creole speakers. If the complainant speaks a different language, they will utilize translation services.</i>
Do complaint forms comply with ADA standards and best practices?	<i>The City of Miami Police Department's form is web-based and easy to use with a logical flow. The form is keyboard accessible, so users can tab through fields. The form provides instructions to help users understand how to fill it out.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Yes, both verbal (phone or in-person) and written complaints are accepted.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Yes.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>No.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>No.</i>
Is there a risk in making a complaint against a department employee?	<i>No.</i>

Police Department:	Miami Police Department
Are all complaints investigated?	<i>All complaints that meet the criteria for investigation will be investigated and classified based on the type of complaint. Complaints that are civil matters or that arise out of traffic summons for example, will not be investigated but referred to the appropriate courts.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Everything is valuable and can be provided to the City of Miami Police Department in person, online, e-mail, and/or mail.</i>
Who reviews and/or investigates complaints?	<i>The complaint is first reviewed by the City of Miami Police Department's intake officers and submitted up the chain up to the major of the section. It then will be assigned to the City of Miami Police Department's general investigative detectives and sergeants for a thorough in-depth investigation.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of Complaint? Body-worn video footage? Recordings from the incident location?	<i>The City of Miami Police Department's Internal Affairs Section uses all available evidence that can help determine the outcome of each allegation. Pursuant to FL Statute 112 they are required to provide all evidence gathered (documents, pictures, radio transmission, Body-worn camera footage, statements etc.) to the principal officer of the investigation before obtaining a statement from the complainant.</i>
What happens when an investigation is initiated?	<i>The complaint is reviewed by the City of Miami Police Department's intake officers and then will be assigned to their general investigative detectives and sergeants for a thorough in-depth investigation.</i>
Are all complaints given a case number?	<i>Yes, all complaints are given a case number.</i>

Police Department:	Miami Police Department
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>The complainant receives an initial letter of receipt, a 10-day letter if the City of Miami Police Department is attempting to contact them, a 30-day status letter, and a completion letter advising the outcome of the investigation.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Potential outcomes include Information Only, Non-Complaint, Mediation, Sustained, Not Sustained, Exonerated and Unsupported.</i></p> <p><i>If the investigation is Sustained – a Disciplinary Action Form will be completed and forwarded to the Disciplinary Review Panel to recommend corrective action.</i></p> <p><i>Depending on the recommended discipline, the officer has the option to request a Departmental Disciplinary Review Board (DDRB) hearing and after the discipline is imposed, Arbitration and Civil Service Hearings are options.</i></p> <p><i>Mediation is scheduled if all parties agree.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Upon completion of an investigation, the case is reviewed by the major of the section for final closeout, discipline (if applicable) is forwarded to a Disciplinary Review Panel to recommend discipline, the case is placed in the Officer Internal Affairs Profile with the outcome, and the case is forwarded to the Civilian Investigative Panel for oversight.</i></p>

Police Department:	Miami Police Department
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>An investigative summary will be completed detailing the investigation. A letter will be sent to the complainant of the outcome. The complainant may make a public record request pursuant to Florida Statute 119 to obtain a full copy of the investigation.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>The Disciplinary Review Panel will recommend discipline to include, Remedial Training, Record of Formal Counseling, Reprimand (with or without suspension), demotion or termination.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>The case will be closed out as Not Sustained or Exonerated and be placed in the Officer's Internal Affairs Profile</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>The complainant may submit a rebuttal and provide new or additional information that was not obtained during the investigation and was not readily accessible to the investigator during the initial investigation. Internal Affairs will then review that new information and will reopen the case if that information would or can change the outcome of the initial investigation.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>All case file documents are open to public record requests except for documents/ videos that are exempt under Chapter 119. Each case file is reviewed prior to providing any requests. Any personal information (social security number, DL number, police home address), medical, police photos, CCTV, etc. are exempt under Chapter 119.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>The case may take up to 180 days. Some cases may take longer due to a pending criminal investigation, officer(s) out on military leave, a declared State of Emergency, etc.</i></p>



Internal Affairs Section Intake Form
Citizen Complaint Against Police Employee
 Queja/Denuncia Registrada Por Un Ciudadano Contra un Empleado de la Policia
 Si Ou Bezwen Pote Plent Kont Yon Ofisie Police, Men Ki Fom pou Ranpli



Name of Complainant: _____
 Nombre del Denunciante Non moun kap poté plent la

Home Address: _____ **Email:** _____
 Dirección de su domicilio Adrés Correo Electronico Imel Imel

City: _____ **State:** _____ **Phone Number(s):** _____
 Ciudad Vil Estado Leta Número Telefónico Telefon

Place/Address of Employment: _____
 Lugar/Dirección de empleo Non-ou é Adrés Travay ou

City: _____ **State:** _____ **Phone Number(s):** _____
 Ciudad Vil Estado Leta Número Telefónico Telefon

Date of Birth: _____ **Age:** _____ **Gender:** _____ **Race:** _____ **Ethnicity:** _____
 Fecha de Nacimiento Edad Género Raza Grupo étnico
 Dat Ou Fèt Laj ou Sex Ras

Date and Time of the Event You Are Filing the Complaint About: _____
 Fecha y Hora del incidente del cual usted se queja Ki Dat Ke Pwoblem TE Rive

Name and Badge Number of the Employee(s) You are Complaining About (if available): _____
 Nombre y número de chapa del empleado del cual usted se queja Non Ak Nimero Badj Ofisie Polis Saa

Vehicle Number of the Police Vehicle Involved (if available): _____
 Número del vehículo del policia involucrado (si está disponible) Nimero Machin;n Ofisie Polis La Si ou Genyen Li

Please List Names, Addresses and Phone Numbers of Any Witnesses: _____
 Nombre, Dirección y Número Telefónico de Testigos Non , Adrés Ak Telefon Tout Temwen Ki TE La Pandan Ensidadán

Statement of Perjury Declaración de Perjurio Toujou Di Verite Pandan Deklarasyon Sa Yo **F.S.S.837.02 (1)**

Whoever makes a false statement, which he or she does not believe to be true, under oath in an official proceeding in regard to any material matter, commits a felony of the third degree.

El individuo que de una declaración falsa, la cual él o ella reconozca como una que no es verdadera, y esté bajo juramento durante un procedimiento oficial, está cometiendo una felonía del tercer grado.

La Lwa Di ke li ilegal pou bay manti. Si ou konnen ke wap bay manti oswa deklarasyon ke ou bay la pa bon ou kapab gen pwoblem avek la lwa e yo kabab arete ou

Signature of Complainant
 Firma del Denunciante Signati Victim lan

Date/Time
 Fecha/Hora Dat epi ki le

Signature of Witness
 Firma del Testigo Signati Temwen yo

DEPARTAMENTO DE LA POLICIA DE MIAMI

Distrito Norte
1000 N.W. 62 St.
Miami, FL
(305) 795-2300

Distrito Central
400 N.W. 2nd Ave.
Miami, FL
(305) 603-6635

Distrito Sur
2200 West Flagler St.
Miami, FL
(305) 643-7160

Proceso de Investigación de Queja/Denuncia

Un ciudadano puede registrar su denuncia por correo, teléfono, o en persona visitando una de las sucursales listadas en este formulario. La queja/denuncia puede ser tomada por cualquier supervisor de la policía, presentada directamente a la División de Asuntos Internos, o hecha al Panel de Investigación Civil. Toda denuncia registrada contra un empleado del Departamento de la Policía es investigada y documentada. El resumen anual estadístico de todas las investigaciones llevadas a cabo por Asuntos Internos está disponible al público en la oficina de la División de Asuntos Internos.

Una vez recibida la queja/denuncia, es enviada a la División de Asuntos Internos donde se procesa y se clasifica. Después de ser clasificada, la queja/denuncia es enviada a la división que le corresponda para su debida investigación. La División de Asuntos Internos monitoreará todas las investigaciones. Si se alega un crimen, se consultará con la Fiscalía Estatal de Miami-Dade la cual determinará si deben presentarse cargos criminales. Usted será notificado por correo certificado sobre quién será responsable por dicha investigación.

Durante el curso de la investigación, se tomarán sus testimonios, al igual que los de testigo/s y del empleado/s en cuestión. Toda pista razonable será investigada. Además, toda investigación que involucre a un empleado se mantendrá confidencial hasta su debida conclusión. Ningún participante, incluyendo el que presenta la queja/denuncia, el empleado siendo investigado, investigadores, ni testigos divulgarán información sobre la investigación hasta su conclusión. La complejidad del caso determinará el tiempo que será necesario para concluir la investigación (días, semanas, o meses). Una vez concluida, se le notificará los resultados de la investigación por correo certificado. Hay cinco resultados posibles:

Caso Absuelto: La investigación demuestra claramente y objetivamente que la queja/denuncia alegada no ocurrió;

Q la investigación demuestra claramente y objetivamente que la queja/denuncia no constituye una violación de los reglamentos, mandatos o leyes y se determina que el empleado/s es exonerado.

Q la investigación demuestra claramente y objetivamente que el empleado/s usó la fuerza necesaria de acuerdo a los reglamentos, mandatos y leyes y se determina que su acción es justificada.

Inconcluso: La investigación no presenta claramente ni objetivamente que la queja/denuncia alegada realmente ocurrió, y la investigación no presenta claramente ni objetivamente que la queja/denuncia alegada no ocurrió.

Sustanciado: La investigación demuestra claramente y objetivamente que la queja/denuncia alegada constituye una violación de reglamentos, mandatos y/o leyes.

Carece de Información: Una queja/denuncia ha sido registrada. No se puede proceder con una investigación debido a que no hay suficiente información o la persona que presenta la queja/denuncia no puede ser contactada. El caso pudiese ser reabierto más adelante cuando nueva información o datos adicionales sean obtenidos.

Retirado: La persona que presenta la queja/denuncia decidió retirarla.

Si el resultado es que un empleado ha actuado de forma indebida, se tomará la acción disciplinaria que corresponda. Aún cuando no podamos garantizar que quedará satisfecho con el resultado, sí le aseguramos que su queja/denuncia será investigada a fondo. Si tiene alguna pregunta, por favor sírvase comunicarse con la División de Asuntos Internos llamando al (305) 835-2000.

Asuntos Internos
5040 NW 7th Street 9th FL
Miami, FL 33126
(305) 835-2000

Panel de Investigación Civil
970 SW 1st Street, #305
Miami, FL 33130
(305) 960-4950

CITY OF MIAMI POLICE DEPARTMENT

North District
1000 NW 62 Street
Miami, FL 33150
(305) 795-2300

Central District
400 NW 2 Avenue
Miami, FL 33128
(305) 603-6640

South District
2200 Flagler Street
Miami, FL 33135
(305) 643-7160

Grapeland Heights
1701 NW 30 Avenue
Miami, FL 33125
(305) 603-6500

THE COMPLAINT INVESTIGATION PROCESS

A citizen can file a formal complaint by letter, telephone, or in person at any of the listed locations. The complaint can be taken by any police supervisor, made directly to the Internal Affairs Section, or made to the Civilian Investigative Panel (CIP). All complaints against employees of the Miami Police Department are investigated and/or documented. An annual statistical summary of all Internal Affairs investigations is available to the public in the Internal Affairs office.

Once the complaint is received, it will be forwarded to the Internal Affairs Section where it will be processed and classified. Once classified, the complaint will be forwarded to the appropriated division for investigation. The Internal Affairs Section will monitor all investigations. If a crime has been alleged, the Miami-Dade State Attorney's Office will be contacted to determine if criminal charges should be filed. You will be notified via certified letter who will be responsible for the investigation.

During the investigation, statements will be taken from you, the witness(es), and the subject employee(s). All reasonable leads will be investigated. Employee investigations remain confidential until finalized. No participant including complainants, investigated employees, investigators, or witnesses will disclose any information regarding the investigation until conclusion of the investigation. The complexity of the case will determine the amount of time needed to complete the investigation (days, weeks, or months).

Once the investigation is completed, you will be notified via certified letter as to the result of the investigation. There are five possible findings:

Exonerated - The investigation clearly and factually shows that the alleged complaint(s) did not occur;

Or the investigation clearly and factually shows that the alleged complaint(s) did not constitute any violation of policy, orders, or laws and the employee(s) are exonerated;

Or the investigation clearly and factually shows that the employee(s) used necessary force in accordance with policy, orders, and law and their action(s) are justified.

Not Sustained - The investigation cannot clearly and factually show that the alleged complaint(s) occurred, and the investigation cannot clearly and factually show that the alleged complaint(s) did not occur.

Sustained - The investigation clearly and factually shows that the alleged complaint(s) constitute violations of policy, orders, and/or law.

Unsupported - A complaint has been filed. An investigation cannot proceed due to insufficient information, and/or the complainant cannot be contacted. The case may be reopened at a future date, when new or additional information is received.

Withdrawn - Complainant voluntarily elected to withdraw his/her complaint.

If an employee is found to have acted improperly, the appropriate disciplinary action will be taken. Although we cannot guarantee that you will be satisfied with the outcome, we do guarantee that your inquiry/complaint will be thoroughly investigated. Should you have any questions, please contact the Internal Affairs Section at (305) 835-2000.

Internal Affairs
5040 NW 7 Street, 9th floor
Miami, FL 33126
(305) 835-2000

Civilian Investigative Panel (CIP)
970 SW 1 Street, Suite 305
Miami, FL 33130
(305) 960-4956

MIAMI POLICE DEPARTMENT
INTERNAL AFFAIRS SECTION
CITY OF MIAMI, FLORIDA

COMPLAINT FORM

I.A. Case No. _____
(For I.A. use only)

COMPLAINT RECEIVED:

DATE: 09/23/20 TIME: _____ SOURCE: ___ Walk-in X Patrol 121 ___ E-Mail ___ Other

PREPARED BY: PIN # 41309 NAME Detective Finlay E. Duclos

COMPLAINANT _____ RACE/ETHNICITY _____ SEX _____

DOB _____ RES _____ CITY _____ STATE FL ZIP _____

PHONE RES # _____ EMAIL _____ ARRESTED _____ INC. # _____

INC. LOCATION _____ NET AREA _____ INC. DATE _____ INC. TIME _____

WITNESS 1 _____ ADDRESS _____ PHONE _____

WITNESS 2 _____ ADDRESS _____ PHONE _____

PERSONNEL INVOLVED

1. PIN# _____ NAME _____ RANK _____ R/E _____ SEX _____ ASGMT _____

2. PIN# _____ NAME _____ RANK _____ R/E _____ SEX _____ ASGMT _____

3. PIN# _____ NAME _____ RANK _____ R/E _____ SEX _____ ASGMT _____

4. PIN# _____ NAME _____ RANK _____ R/E _____ SEX _____ ASGMT _____

* R/E See Race/ Ethnicity Legend on back page.

**CASE ASSIGNMENT
(FOR I.A. USE ONLY)**

ASSIGNED TO: _____ REPLY FORMAT _____

DATE ASSIGNED: _____ DATE DUE: _____ ASSIGNED BY: _____

ALLEGATION: _____ PIN# _____ PIN# _____ PIN# _____ PIN# _____

ALLEGATION: _____ PIN# _____ PIN# _____ PIN# _____ PIN# _____

ALLEGATION: _____ PIN# _____ PIN# _____ PIN# _____ PIN# _____

RESULTS OF INVESTIGATION (see item #2 on reverse side)

PIN# _____ ALLEGATION _____ FINDINGS _____

PIN# _____ ALLEGATION _____ FINDINGS _____

PIN# _____ ALLEGATION _____ FINDINGS _____

PIN# _____ ALLEGATION _____ FINDINGS _____

DISCIPLINARY ACTION RECOMMENDED (see item #3 on reverse side)

PIN# _____ PIN# _____

PIN# _____ PIN# _____

COMPLAINT INVESTIGATED BY

PIN# _____ NAME: _____ DATE: _____

COMMANDING OFFICER REVIEW

PIN# _____ NAME: _____ DATE: _____

COMPLAINT NARRATIVE

Departmental Order 2, Chapter 1, Section 1.4.1.1 requires a Complaint Investigation Process pamphlet/description sheet to be provided to the complainant.

Detective Finlay E. Duclos #41309

September 23, 2020

Print and Sign, PIN# and Date

Once this complaint is received for investigation the following instructions shall be followed:

1. Follow format in Departmental Order 2, Chapter 2, Section 2.5 when investigating the complaint.
2. Address all Employees and all allegations with an indication of findings in the results of investigation section using the following **Categories: exonerated; not sustained; sustained, unsupported; or withdrawn.**
Note: The category of **information only** will only be used by the Internal Affairs Section.
3. When a finding of Sustained is determined, use the following terms: Record of Formal Counseling; Reprimand only; Reprimand and Earned Time Forfeiture; Reprimand and Suspension from Duty without pay; Reprimand and Termination from Employment
4. Race Background Legend: C (White) – B (Black) – X (Asian) O (Other)
Ethnicity Background Legend: A (American) - S (Hispanic) – H (Haitian) - O (Other)



CITY OF MIAMI POLICE DEPARTMENT
COMPLAINT WITHDRAW FORM

On _____, I _____ (DOB _____)
of _____, registered a complaint against _____
who is an employee of the City of Miami Police Department, assigned to _____
_____.

At this time, it is my wish not to pursue or follow up with this complaint. Therefore, I
am, without duress and of my own free will, hereby formally **withdrawing** my complaint
against the aforementioned City of Miami employee.

COMPLAINANT

Print Name

Complainant Signature

WITNESS

Print Name

Witness Signature

INVESTIGATOR

Print Name/PIN

Investigator Signature

MIAMI SPRINGS POLICE DEPARTMENT

Police Department:	Miami Springs Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Miami Springs Police Department
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints investigated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Miami Springs Police Department
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Miami Springs Police Department
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>

MIAMI-DADE CORRECTIONS AND REHABILITATION DEPARTMENT

Police Department:	Miami-Dade Corrections and Rehabilitation Department
Please provide a copy of the complaint form.	N/A.
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	No. Complaints are accepted via telephone, "See Something Say Something" hotline, mail, e-mail, and in-person.
Is identification required to receive a complaint form?	No.
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	Complaints are received via telephone, mail, e-mail, and in-person.
Are anonymous complaints accepted? If so, what is the process?	Yes. The complainant can report a complaint and provide all pertinent information for an investigation to be initiated.
Can all employees of the department accept complaints?	Yes.
Are complaint forms available in multiple languages?	Complaints made in different languages will be translated by staff or via a translation service
Are translation services available to assist members of the public file a complaint?	Yes.
Do complaint forms comply with ADA standards and best practices?	N/A.
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	Once the Security and Internal Affairs Bureau receives a complaint, the complainant is then contacted by an investigator. The investigator will make every effort to obtain a sworn statement about the complaint (the investigation will be conducted with or without the sworn statement). Once the information has been obtained the investigation begins. Complaints are accepted verbally or in writing.

Police Department:	Miami-Dade Corrections and Rehabilitation Department
Do complaint forms require a signature under the penalty of perjury?	N/A.
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	No.
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	Yes.
Is there a risk in making a complaint against a department employee?	No.
Are all complaints investigated?	Yes.
What kind of evidence would be helpful to the MDCR? What is the means of collection (online, email, in-person, mail, etc.)?	Any evidence would be helpful. All means of collection are accepted.
Who reviews and/or investigates complaints?	The Security and Internal Affairs Bureau.
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	All means mentioned are utilized.
What happens when an investigation is initiated?	SIAB conducts interviews, review video footage and all supported documentation related to the case.
Are all complaints given a case number?	Yes.
What notifications will the complainant receive throughout the process? 30-day status reports?	Complainants receive a certified letter that an investigation has been initiated and a certified letter advising that the investigation is complete.
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	Progressive discipline up to termination will be initiated.
What happens when an investigation is concluded?	It goes to a Disposition Panel or to the file room.

Police Department:	Miami-Dade Corrections and Rehabilitation Department
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	They receive a certified letter advising that the case is closed. They can request a copy of the case file through Central Records.
What happens to a department employee if the employee(s) is found to have acted improperly?	Progressive discipline up to termination will be initiated.
What happens if the complaint cannot be proven or is not true?	A case number will be assigned, and it shall be closed to the file room.
What options exist if the complainant is not satisfied with the outcome of the complaint?	The decision is final and binding unless additional information is obtained to reopen the case.
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	All closed internal affairs cases. Yes, they will have to request the documents through MDCR Central Records Unit. The following information are redacted/exempted from disclosure: Names of minors, phone numbers, addresses, social security numbers, explicit content (photos and videos).
What is the average timeframe of a complaint investigation from filing to conclusion?	180 days.

MIAMI-DADE COUNTY POLICE DEPARTMENT

Police Department:	Miami Dade Police Department
Police Department:	<i>Miami-Dade Police Department</i>
Please provide a copy of the complaint Form.	<p><i>Attached.</i></p> <p><i>MDPD Professional Compliance Bureau (PCB)'s Pamphlet is available in English, Spanish & Creole. The Pamphlet provides: (a.) Telephone Contact Numbers; (b.) Overview of the Early Identification System; (c.) Director's Message; (d.) Overview of Complaints; (e.) Frequently Asked Questions & Answers; and (f.) Complaint Form.</i></p>
Are complaint Forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<p><i>The MDPD PCB's pamphlet contains a Complaint Form. The Pamphlets are available at every MDPD facility and digital copies are found online at www.miamidade.gov/global/police.</i></p> <p><i>MDPD advised that they are in the process of developing an on-line digital Complaint Form, which can be submitted electronically via the MDPD's website.</i></p>
Is identification required to receive a complaint form?	<i>No.</i>
How are complaint Forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Complaint Forms are received in person, by mail, fax, or by e-mail.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>The MDPD accepts anonymous complaints, which may be received in person, by telephone, mail, fax, or e-mail.</i>

Police Department:	Miami Dade Police Department
<p>Can all employees of the department accept complaints?</p>	<p><i>A complaint will be recorded by a MDPD Supervisor who will determine the urgency for follow-up action. If the concerned employee's Supervisor is available at the time the complaint is received, they will personally respond and receive the information from the Complainant. If the concerned employee's Supervisor is not available, any Supervisor within that employee's element will respond and record the Complainant's information. If a Supervisor is not available to record the complaint, any Supervisor may authorize a non-supervisory employee to record the complaint. If a non-Supervisory employee records the complaint, a Supervisor will review the complaint to determine the urgency for follow-up action.</i></p>
<p>Are complaint forms available in multiple languages?</p>	<p><i>MDPD PCB pamphlets/complaint forms are available in English, Spanish, and Creole.</i></p>
<p>Are translation services available to assist members of the public file a complaint?</p>	<p><i>Supervisors have access to translation services to assist them with the receipt/processing of complaints, when necessary. The MDPD utilizes either staff personnel for translations or the services of a contracted translator vendor.</i></p>
<p>Do complaint forms comply with ADA standards and best practices?</p>	<p><i>MDPD PCB's pamphlets/complaint forms are ADA compliant. The pamphlets/complaint form follows best practices (it lists all the contact information for PCB & includes e-mail addresses). Additionally, the Pamphlet contains Frequently Asked Questions and Answers.</i></p>
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Complaints may be received in person, by telephone, mail, fax, or e-mail. Verbal complaints are accepted.</i></p>

Police Department:	Miami Dade Police Department
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p><i>The PCB pamphlet/complaint form does not require a signature. The Preliminary Complaint Form completed by a Supervisor or authorized designee provides a section for the Complainant to sign acknowledging the Complaint they are reporting; however, it is not required for the Complainant to sign.</i></p>
<p>Are Complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p>No.</p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>A Complainant may bring a representative or Counsel to be present during an interview to provide comfort and emotional support; however, if the representative or Counsel interfere with the interview they will be asked to leave, and the Complainant will be offered an MDPD Victim Advocate. The MDPD utilizes either staff personnel for translations or the services of a contracted translator vendor.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>The MDPD reports there is no risk, from making a complaint against an employee. All investigations are confidential and not subject to public records until officially closed.</i></p>
<p>Are all complaints investigated?</p>	<p><i>All complaints are investigated to the appropriate level determined. Complaints which are received by the department are investigated. Investigations may be conducted by Supervisors within the involved employee's entity of assignment or by the PCB, depending on the type/severity of the complaint.</i></p>

Police Department:	Miami Dade Police Department
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Any kind of evidence is helpful to the MDPD. Evidence is collected via e-mail, in-person, mail, fax, and online.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>Depending on the severity of the complaint, it will either be investigated at the District/Bureau level by a supervisor or as a formal investigation by the PCB. This varies based on how the complaint is classified. complaints which are minor in nature may be investigated and resolved at the District/Bureau level and at the discretion of the concerned commander. Complaints which are received by the PCB will be investigated by a PCB Supervisor and reviewed by PCB Command Staff to determine the appropriate method in which the complaint is handled (i.e., investigation to be conducted by the PCB/Internal Affairs Section or referral via Contact Report to the concerned employee's assigned District/Bureau).</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>When completing a formal investigation, any and all evidence which is available for collection is obtained and utilized in the investigation. All parties involved are interviewed, to include Departmental and non-Departmental individuals. Body Worn Camera footage of the incident is included in the investigative file, in addition to any other digital evidence located, to include any type of private video recordings.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>When an investigation is initiated by the PCB, all related evidence of the incident is collected, and all involved parties are interviewed. The investigation then follows the establish procedures to determine a disposition and then through a discipline process, if applicable.</i></p>

Police Department:	Miami Dade Police Department
<p>Are all complaints given a case number?</p>	<p><i>All complaints received by PCB are issued a case number. However, if a complaint is received by a Departmental District or Bureau and are resolved without the involvement of the PCB, they are not assigned a case number.</i></p>
<p>What notifications will the Complainant receive throughout the process? 30-day status reports?</p>	<p><i>During a formal investigation conducted by the MDPD PCB, a Complainant is sent several certified status letters in the form of an Originating, Interim, and Final Letters.</i></p> <p><i>The MDPD's PCB is working with the MDPD's Police Legal Bureau to create a mechanism and corresponding policies and procedures to govern the notification of Complainants in instances where the complaint is investigated other than through a formal MDPD PCB investigation.</i></p> <p><i>If a complaint is resolved at the District/Bureau level, it is generally resolved expeditiously, and Complainants are notified of the actions which will be taken to address their concerns upon receipt of the complaint; therefore, no further notifications/communications would be required. Complainants may also be notified of the outcome of their complaint by the means available to the investigating Supervisor, such as by phone or e-mail.</i></p>

Police Department:	Miami Dade Police Department
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>There are many potential outcomes to any complaint depending on the type of investigation that is conducted, whether it is a Supervisory investigation or a formal PCB investigation. An employee can receive informal counseling, Record of Counseling, Written Reprimand, Suspension, Demotion, or Dismissal. The employee has the right to appeal a Written Reprimand and above. There is an appeal process, which depends on the level of discipline administered. Additionally, depending on the circumstances surrounding the complaint and the results of the investigation, the employee may face criminal charges prior to the conclusion of the administrative investigation. All criminal violations are reviewed by the Miami-Dade State Attorney's Office for a filing decision.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>The case file will be routed through the proper channels for disposition, review, and signature based on the type of investigation conducted. Depending on the disposition, discipline is administered, as necessary. The Complaint Disposition will be classified as Not Sustained, Exonerated, or Unfounded, depending on the facts of the investigation, and no discipline will be issued. Once the review process is completed the case file is returned to PCB for closure and storage, at which point it becomes a public record.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the Complainant receive a copy?</p>	<p><i>The Complainant will be notified via certified letter that the investigation has been concluded with the disposition of the case. The letter outlines the process in which the Complainant can request a copy of the investigation. The Complainant may file a public records request to obtain a copy of their investigative case file.</i></p>

Police Department:	Miami Dade Police Department
<p>What happens to a department employee if the person(s) is found to have acted improperly?</p>	<p><i>All sworn employees must have a Florida Department of Law Enforcement (FDLE) form Criminal Justice Standard Training Commission (CJSTC) 78 completed and added to the case file regardless of the disposition of the case. If allegations are sustained against employees, the employees Chain of Command will determine any discipline, if necessary, with advice from the Discipline Coordinator. Depending on the nature of the allegations as determined by FDLE, some files will be submitted to FDLE for review regarding the individuals State Certification. FDLE will decide if there is no further action required, suspension of the certification for a time determined by FDLE, or revocation of the certification.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>All complaints are memorialized in different formats depending on the allegations. If a complaint is disproven, it does not require further action; however, if it is not disproven or if it is proven, then it will follow the established procedure to determine a disposition and if appropriate the issuance of discipline.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>A Complainant may express their dissatisfaction with the outcome of an investigation; however, MDPD cannot open a new investigation into actions that have already been investigated, unless significant new evidence is discovered. Pursuant to Florida Statutes (FSS) § 112.532, investigations against officers must be completed within "180 days after the date the agency receives notice of the allegation or complaint." The statute allows for the reopening of an investigation for an additional 90 days if significant new evidence has been discovered.</i></p>

Police Department:	Miami Dade Police Department
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do Complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>The entire case file, to include the summary, statements, and official records are considered public records once a case has been closed.</i></p> <p><i>Anyone, including a Complainant, can request any records through a public records request.</i></p> <p><i>The MDPD follows the guideline established by FSS § 119.071, General Exemptions from Inspection or Copying of Public Records, which list what information is exempt from public records.</i></p> <p><i>*The attachment provides a full list of all exempt information.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>The average case takes from 30 days to 6 months to complete once it is rendered administrative. Depending on the complexity of an investigation, the availability of witnesses, and the involvement of other agencies, such as the State Attorney's Office. Pursuant to FSS § 112.532, investigations against officers must be completed within "180 days after the date the agency receives notice of the allegation or complaint." The statute does list several circumstances in which a case can be tolled, thereby extending the completion deadline past 180 days.</i></p>

Early Identification System

The law enforcement profession requires a level of excellence which needs to be constantly monitored and reinforced in order to ensure the ongoing maintenance of high standards.

The Department has the responsibility to identify and assist employees that show symptoms of job stress and/or performance problems. For this purpose, the "Employee Profile" and "Early Identification System" were developed.

The Department maintains an Employee Profile for each employee. The profile contains a synopsis of every commendation, complaint, and use of force received. These profiles are reviewed by supervisors on a regular basis.

The Early Identification System was established to provide a systematic review of officers identified as having received two or more complaints and/or having been involved in three or more Use of Force incidents during a three-month period. The information is provided to the appropriate supervisors for review and corrective action if necessary.

Should you have a complaint against an employee of the Miami-Dade Police Department or would like to commend an employee, please contact the Professional Compliance Bureau at (305) 627-7100. For assistance during evening or weekend hours, your complaint or commendation will be accepted at any departmental facility.

Telephone Contact Numbers Miami-Dade Police Department



Professional Compliance Bureau

18805 N.W. 27 Avenue
Miami Gardens, FL 33056
Tel (305) 627-7100
Fax (305) 627-7130

District Stations

Northwest Station 5975 Miami Lakes Dr. East (305) 698-1500	South Station 10800 S.W. 211 Street (305) 378-4300	Airport Station Miami International Airport Building 6033 4200 N.W. 21 Street (305) 876-7373
Northside Station 799 N.W. 81 Street (305) 836-8601	Kendall Station 7707 S.W. 117 Ave. (305) 279-6929	Hammocks Station 10000 S.W. 142 Ave. (305) 385-6800
Midwest Station 9101 N.W. 25 Street (305) 471-2800	Intercessional Station 15665 Bluecave Blvd. (305) 940-9980	

Municipal Cities

Town of Miami Lakes 6001 Main Street (305) 827-4020	Town of Cutler Bay 10720 Caribbean Boulevard, Suite 200 (305) 234-4237
Village of Palmetto Bay 9710 E. Palmetto Street (305) 278-4020	



Miami-Dade County provides equal access and equal opportunity in employment and services and does not discriminate on the basis of disability. For more information, please contact the Department of Human Resources at (305) 378-4020 or the requirements of the Americans with Disabilities Act.

114.01364.920



"We must constantly strive for excellence"



Director's Message

The Miami-Dade Police Department (M.D.P.D.) is recognized as one of the finest law enforcement agencies in the nation. We are proud of the high quality of service we provide to the citizens of Miami-Dade County. To maintain this well deserved reputation, we must constantly strive for excellence.

It is essential that all allegations of police misconduct are thoroughly and objectively investigated to assure the public that official police misconduct will not be tolerated and, at the same time, provide a process whereby officers unjustly accused can be vindicated. The responsibility and authority for these investigations within the Miami-Dade Police Department are vested within the Professional Compliance Bureau, Internal Affairs Section.

Complaints

The Internal Affairs Section's major function is the receiving, processing, and investigation of complaints made against members of the Department. To ensure the public's trust and maintain the Department's integrity, the Bureau conducts immediate, objective, and thorough investigations of all complaints.



Frequently Asked Questions and Answers

Q. How do I file a complaint against an employee of the Miami-Dade Police Department?
A. Complaints against any M.D.P.D. employee will be accepted at all departmental facilities, from any source, regardless of the location of the alleged occurrence. Anonymous complaints can be submitted via mail to:

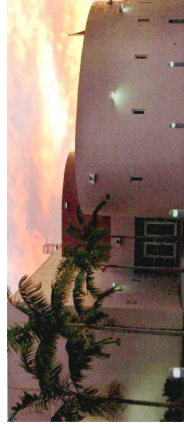
Miami-Dade Police Department
Professional Compliance Bureau
18805 NW 27 Avenue
Miami Gardens, FL 33056-3154

Q. Will I be notified of the findings?

A. Yes. Both the complainant and the employee are notified when the investigation has been completed and are encouraged to contact the Professional Compliance Bureau to discuss the findings.

Q. What happens to my complaint?

A. The complaint is documented on a Preliminary Complaint Report which is forwarded to the Professional Compliance Bureau. When received, the complaint is classified and assigned to an investigator of supervisory rank. Statements are taken from the complainant, all witnesses, and the subject employee(s). Upon completion, the case is reviewed and a disposition is made by departmental command-level supervisors.



MDPD Complaint Form

Name (Optional) _____
Address (Optional) _____
Telephone (Optional) _____
Involved MDPD Employee(s) _____
Please describe your complaint below and mail completed form to the Miami-Dade Police Department, Professional Compliance Bureau, 18805 N.W. 27th Avenue, Miami Gardens, FL 33056-3154. (Attach additional attachments as necessary)

“Constantemente nos esforzamos por prestar servicios excelentes”

Palabras del director



El Departamento de Policía de Miami-Dade (M.D.P.D.), su sigla en inglés) se conoce como una de las mejores agencias policíacas de la nación. Nos enorgullecemos de la gran calidad del servicio que prestamos a los residentes del Condado de Miami-Dade. Para mantener en alto esta merecida reputación, tenemos que tratar constantemente de prestar unos servicios excelentes.

Es esencial que toda alegación de conducta policial impropia se investigue concienzuda y objetivamente para garantizar al público que no se tolerará conducta impropia alguna por parte de los oficiales de la policía y, al mismo tiempo, para proporcionar un proceso mediante el cual los oficiales acusados injustamente puedan ser vindicados. La responsabilidad y autoridad de estas investigaciones dentro del Departamento de Policía de Miami-Dade recaen sobre la Sección de Asuntos Internos de la Oficina para el Cumplimiento Profesional.

Quejas

La función principal de la Sección de Asuntos Internos consiste en recibir, procesar e investigar quejas sometidas acerca de miembros del Departamento. Para garantizar la confianza pública y mantener la integridad del Departamento, la oficina realiza investigaciones inmediatas, objetivas y concienzudas de toda queja.

Preguntas que se hacen con frecuencia y sus respuestas



P. ¿Cuánto tiempo toma que la Oficina para el Cumplimiento Profesional termine la investigación?

R. Por lo general, se tarda de uno a seis meses en completar. Esto depende de la complejidad del caso, la disponibilidad de los testigos y la participación de otras agencias como, por ejemplo, la Procuraduría Estatal.

P. ¿Se me avisará acerca de las conclusiones a las que se lleguen?

R. Sí. Tanto al reclamante como al empleado se les avisa cuando la investigación ha sido terminada y se les insta a que se comuniquen con la Oficina para el Cumplimiento Profesional para hablar sobre las conclusiones.

P. ¿Podré ver el caso terminado?

R. Sí. Según la ley de documentos públicos de la Florida, todos los casos completados se convierten en documentos públicos y están disponibles para su inspección durante el horario hábil ordinario. Los expedientes del caso se guardan en la Oficina para el Cumplimiento Profesional.

P. ¿Investigan los casos de conducta policiaca impropia otras agencias?

R. Sí. La Procuraduría Estatal examina todos los casos en que se alegue conducta impropia delictiva. El FBI y la Procuraduría de los Estados Unidos examinan las alegaciones de infracciones de los derechos civiles.

P. ¿Cómo someto una queja acerca de un empleado del Departamento de Policía de Miami-Dade?

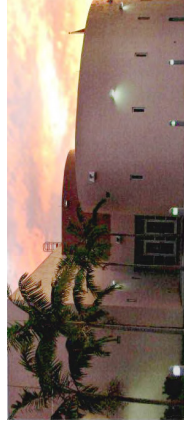
R. Las quejas acerca de un empleado del M.D.P.D. se aceptan en todas las instalaciones del departamento, no importa su origen ni la ubicación del suceso alegado. Las quejas anónimas pueden dirigirse por correo a:

Miami-Dade Police Department
Professional Compliance Bureau
18805 NW 27 Avenue
Miami Gardens, FL 33056-3154

Las quejas anónimas también se pueden enviar por correo electrónico a PCBinfo@mdpd.com, o por fax al (305) 627-7130.

P. ¿Qué sucede con mi queja?

R. La queja se documenta en el informe preliminar de las quejas que se remite a la Oficina para el Cumplimiento Profesional. Al recibirse, la queja es clasificada y asignada a un investigador con rango de supervisor. Se toman las declaraciones del reclamante, de todos los testigos y de los empleados involucrados. Terminado este proceso, el caso se examina y los supervisores de rango de comando departamental toman una decisión.



Formulario de Queja del MDPD

Nombre y apellido (Opcional)

Dirección (Opcional)

Teléfono (Opcional)

Empleado(s) de MDPD involucrado(s)

Por favor, describa su queja en el espacio a continuación y envíe el formulario por correo a:
Miami-Dade Police Department, Professional Compliance Bureau, 18805 N.W. 27th Avenue, Miami Gardens, FL 33056-3154.

Sistèm Idantifikasyon Davans

Pwofesyon fòsdèlòd yo egzije yon ekselans ki mande pou yo monitè ak reyenfòse li konstanman pou asire li kenbe yon nivo de estanda de premyè kalite.

Depatman an genyen responsablite pou li idantifye ak ede anplwaye ki demontre de sentòm de estrès nan travay la ak/oswa pwoblèm nan pefòmans yo nan travay la. Se poutèt sa, yo te devlope "Pwofil Anplwaye" ak "Sistèm Idantifikasyon Davans" la.

Depatman an genyen yon dosye Pwofil Anplwaye pou chak anplwaye. Dosye pwofil sa-a genyen ladan li yon rezime de chak meday ak eloj, plent oswa dloleyans epi fè abi ekse fòs ki janm rapòte. Pwofil sa yo revize pa sipèvizè yo regilyèman.

Sistèm Idantifikasyon Davans la te etabli pou mete anplaz yon revizyon sistematik de ofisyè polis ki idantifye kòm ajan ki resevwa de oswa plis plent ak/oswa patisipe nan twa oswa plis abi ekse fòs pandan yon peryòd de twa mwa. Enfòmasyon an ale jwenn sipèvizè responsab la pou revizyon epi pou pran desizyon nesèè pou korije sa.

Si w ta genyen yon plent kont yon anplwaye Depatman Polis Miami-Dade oswa w ta renmen rekòmande yon anplwaye, tanpri kontakte biwo "Professional Compliance Bureau" nan (305) 627-7100. Pou jwenn ed nan lanmwit oswa pandan lè wikenn yo, nenpòt lokal depatman an va asepte plent w an oswa rekòmandasyon w an.

Nimewo Telefòn Kontak yo Depatman Polis Miami-Dade



Professional Compliance Bureau

18805 N.W. 27 Avenue
Miami Gardens, FL 33056
Tel (305) 627-7100
Fax (305) 627-7130

District Stations

Northwest Station 5975 Miami Lakes Dr. East (305) 698-1300	South Station 10800 S.W. 211 Street (305) 378-4300	Airport Station Miami International Airport Building 6033 4200 S.W. 71 Street (305) 876-7373
Northside Station 799 N.W. 81 Street (305) 836-8601	Kendall Station 7707 S.W. 117 Ave. (305) 279-6929	Hammocks Station 10000 S.W. 142 Ave. (305) 385-6800
Midwest Station 9101 N.W. 25 Street (305) 471-2800	Intercessional Station 15665 Biscayne Blvd. (305) 940-9980	

Municipal Cities

Town of Miami Lakes
6001 A Main Street
(305) 827-4020

Town of Cutler Bay
10720 Caribbean Boulevard Suite 200
(305) 234-4237

Village of Palmetto Bay
3970 E. Palmetto Street
(305) 278-4000



Kontè Miami-Dade bay alek ak opòinite anplwa ak echi egal ogo epi li pa fè diskriminasyon kont moun ki esiansman gen defòrmite. Se nan règleman Kontè Miami-Dade pou li konfime ak tout règleman la wa sou enfimite ki rele "Americans with Disabilities Act" la.

11.01.160.120



PROFESSIONAL COMPLIANCE BUREAU

"Se pou nou konstaman rechèche ekselans"



Mesaj Direktè an

Depatman Polis Miami-Dade (M.D.P.D.) rekoni kòm youn nan pi bon ajans fòsdelòd nan

nasyon an. Nou fyè de bon jan kalite sèvis nou bay sitwayen nou yo nan Konte Miami-Dade. Pou nou kapab kenbe bon jan repitasyon sa a ke nou si tèlman merite an, se pou nou konstaman rechèche ekselans.

Li esansyèl ke tout prezime movèz kondwit ofisyèl lapolis pap tolere epi, an menm tan, mete anplas yon pwosesis kote ofisyè polis ki jwenn fò akizasyon enjis kapab revandike tèt yo. Responsabilite ak otorite pou investigasyon sa yo andedan Depatman Polis Miami-Dade la chita andedan biwo "Professional Compliance Bureau, Internal Affairs Section".

Plent yo

Seksyon sèvis entèn "Internal Affairs Section" genyen kòm premye reponsabilite li pou li resewa, trete, epi envestige plent ki fèt sou manm Depatman an. Pou asire konfyans piblik la epi kenbe entègrite Depatman an, Biwo an mennen de envestigasyon apwofondi, rapid e objèktrif de tout plent yo.

Kestyon Moun Plis Poze ak Tout Repons yo



K. Kouman depeze yon plent kont yon anplwaye Depatman Polis Miami-Dade?

R. Tout lokal biwo depatman an va aserepte plent kont nenpòt anplwaye M.D.P.D., de nenpòt moun, san enpòtans a kote ke ensidan an te prezime fèt la. Nou kapab soumèt plent anonim yo pa lapòs nan:

Miami-Dade Police Department

Professional Compliance Bureau
18805 NW 27 Avenue
Miami Gardens, FL 33056-3154

Plent anonim yo kapab soumèt pa i-mel a PCBinfo@mdpdc.com, oswa faksse nan (305) 627-7130.

K. Sa yo fè ak plent mwn an?

R. Yo dokimante plent mwennan nan Rapò Preliminè Plent la anvan ke yo voye bay biwo "Professional Compliance Bureau". Lè yo resewa li, yo klase plent la epi emèt responsabilite dosye an bay yon envestigatè nan ran sipèvizè yo. Yo pran deklarasyon nan men pleyen an, tout temwen yo, ak anplwaye an (yo) ki ankestyon an. Yon fwa ke yo fini, yo revize ka-a epi sipèvizè nivo kòmand depatman an pran yon desizyon.



MDPD Complaint Form Fòmilè Plent

Nom (Pa obligatwa)

Adrès (Pa obligatwa)

Tèlèfon (Pa obligatwa)

MDPD Anplwaye (yo) enplike

Tanpri dekri ensidan wap pote plent sou li an anba la-a epi poste fòmilè an akonplè bay Biwo " Miami-Dade Police Department, Professional Compliance Bureau", 18805 N.W. 27th Avenue, Miami Gardens, FL 33056-3154.

K. Konbyen tan li pran Biwo "Compliance Bureau" pou li konplete envestigasyon an?

R. Dabitid ka nòmal yo pran de 30 jou ak 6 mwa pou yo konplete ak yo. Sa va depann de konpleksite ka-a, disponiblite temwen yo, epi enplikasyon lòt ajans yo, tankou Biwo Avoka Eta-a.

K. Èske yap notifiye mwennan de desizyon yo sou ka-a?

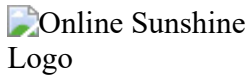
R. Wi. Yap notifiye ni pleyen ni anplwaye an yon fwa ke yo konplete envestigasyon an epi yo ankouraje yo kontakte biwo "Professional Compliance Bureau" la pou diskite sou desizyon an.

K. Èske map gen dwa wè dokimantasyon ka-a lè li konplete?

R. Wi. Dapre Lwa Sou Rejis Piblik Florid yo "Florida's Public Records Law", tout ka ki fin trete vini domèn piblik epi yo disponib pou moun enspekte yo pandan lè nòmal douvèti biwo yo. Se nan biwo "Professional Compliance Bureau" ke yo kenbe rejis ka yo.

K. Èske genyen lòt ajans ki envestige movèz kondwit polis?

R. Wi. Biwo Avoka Eta-a revize tout ka yo ki prezime sou movèz kondwit kriminel yo. Biwo FBI ak Biwo Avoka Zetazini revize tout prezime ka vyolasyon dwa komen yo.



August 10, 2023

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The 2022 Florida Statutes (including 2022 Special Session A and 2023 Special Session B)

Title X

PUBLIC OFFICERS, EMPLOYEES, AND RECORDS

Chapter 119

PUBLIC RECORDS

View Entire Chapter

- [Florida Statutes](#)
 - [Search Statutes](#)
 - [Search Tips](#)
 - [Florida Constitution](#)
 - [Laws of Florida](#)
- 119.071 General exemptions from inspection or copying of public records.—
- (1) AGENCY ADMINISTRATION.—
- (a) Examination questions and answer sheets of examinations administered by a governmental agency for the purpose of licensure, certification, or employment are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. A person who has taken such an examination has the right to review his or her own completed examination.
- (b)1. For purposes of this paragraph, "competitive solicitation" means the process of requesting and receiving sealed bids, proposals, or replies in accordance with the terms of a competitive process, regardless of the method of procurement.
2. Sealed bids, proposals, or replies received by an agency pursuant to a competitive solicitation are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals, or final replies, whichever is earlier.
3. If an agency rejects all bids, proposals, or replies submitted in response to a competitive solicitation and the agency concurrently provides notice of its intent to reissue the competitive solicitation, the rejected bids, proposals, or replies remain exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision concerning the reissued competitive solicitation or until the agency withdraws the reissued competitive solicitation. A bid, proposal, or reply is not exempt for longer than 12 months after the initial agency notice rejecting all bids, proposals, or replies.
- (c) Any financial statement that an agency requires a prospective bidder to submit in order to prequalify for bidding or for responding to a proposal for a road or any other public works project is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (d)1. A public record that was prepared by an agency attorney (including an attorney employed or retained by the agency or employed or retained by another public officer or agency to protect or represent the interests of the agency having custody of the record) or prepared at the attorney's express direction, that reflects a mental impression, conclusion, litigation strategy, or legal theory of the attorney or the agency, and that was prepared exclusively for civil or criminal litigation or for adversarial administrative proceedings, or that was prepared in anticipation of imminent civil or criminal litigation or imminent adversarial administrative proceedings, is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until the conclusion of the litigation or adversarial administrative proceedings. For purposes of capital collateral litigation as set forth in s. [27.7001](#), the Attorney General's office is entitled to claim this exemption for those public records prepared for direct appeal as well as for all capital collateral litigation after direct appeal until execution of sentence or imposition of a life sentence.
2. This exemption is not waived by the release of such public record to another public employee or officer of the same agency or any person consulted by the agency attorney. When asserting the right to withhold a public record pursuant to this paragraph, the agency shall identify the potential parties to any such criminal or civil litigation or adversarial administrative proceedings. If a court finds that the document or other record has been improperly withheld under this paragraph, the party seeking access to such

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document or record shall be awarded reasonable attorney's fees and costs in addition to any other remedy ordered by the court.

(e) Any videotape or video signal that, under an agreement with an agency, is produced, made, or received by, or is in the custody of, a federally licensed radio or television station or its agent is exempt from s. [119.07\(1\)](#).

(f) Agency-produced data processing software that is sensitive is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. The designation of agency-produced software as sensitive does not prohibit an agency head from sharing or exchanging such software with another public agency.

(g)1. United States Census Bureau address information, including maps showing structure location points, agency records that verify addresses, and agency records that identify address errors or omissions, which is held by an agency pursuant to the Local Update of Census Addresses Program authorized under 13 U.S.C. s. 16, is confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

2. Such information may be released to another agency or governmental entity in the furtherance of its duties and responsibilities under the Local Update of Census Addresses Program.

3. An agency performing duties and responsibilities under the Local Update of Census Addresses Program shall have access to any other confidential or exempt information held by another agency if such access is necessary in order to perform its duties and responsibilities under the program.

4. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(2) AGENCY INVESTIGATIONS.—

(a) All criminal intelligence and criminal investigative information received by a criminal justice agency prior to January 25, 1979, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

(b) Whenever criminal intelligence information or criminal investigative information held by a non-Florida criminal justice agency is available to a Florida criminal justice agency only on a confidential or similarly restricted basis, the Florida criminal justice agency may obtain and use such information in accordance with the conditions imposed by the providing agency.

(c)1. Active criminal intelligence information and active criminal investigative information are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

2.a. A request made by a law enforcement agency to inspect or copy a public record that is in the custody of another agency and the custodian's response to the request, and any information that would identify whether a law enforcement agency has requested or received that public record are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, during the period in which the information constitutes active criminal intelligence information or active criminal investigative information.

b. The law enforcement agency that made the request to inspect or copy a public record shall give notice to the custodial agency when the criminal intelligence information or criminal investigative information is no longer active so that the request made by the law enforcement agency, the custodian's response to the request, and information that would identify whether the law enforcement agency had requested or received that public record are available to the public.

c. This exemption is remedial in nature, and it is the intent of the Legislature that the exemption be applied to requests for information received before, on, or after the effective date of this paragraph.

(d) Any information revealing surveillance techniques or procedures or personnel is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. Any comprehensive inventory of state and local law enforcement resources compiled pursuant to part I, chapter 23, and any comprehensive policies or plans compiled by a criminal justice agency pertaining to the mobilization, deployment, or tactical operations involved in responding to an emergency, as defined in s. [252.34](#), are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution and unavailable for inspection, except by personnel authorized by a state or local law enforcement agency, the office of the Governor, the Department of Legal Affairs, the Department of Law Enforcement, or the Division of Emergency Management as having an official need for access to the inventory or comprehensive policies or plans.

- (e) Any information revealing the substance of a confession of a person arrested is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, until such time as the criminal case is finally determined by adjudication, dismissal, or other final disposition.
- (f) Any information revealing the identity of a confidential informant or a confidential source is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (g)1. All complaints and other records in the custody of any agency which relate to a complaint of discrimination relating to race, color, religion, sex, national origin, age, handicap, or marital status in connection with hiring practices, position classifications, salary, benefits, discipline, discharge, employee performance, evaluation, or other related activities are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution until a finding is made relating to probable cause, the investigation of the complaint becomes inactive, or the complaint or other record is made part of the official record of any hearing or court proceeding.
- a. This exemption does not affect any function or activity of the Florida Commission on Human Relations.
- b. Any state or federal agency that is authorized to have access to such complaints or records by any provision of law shall be granted such access in the furtherance of such agency's statutory duties.
2. If an alleged victim chooses not to file a complaint and requests that records of the complaint remain confidential, all records relating to an allegation of employment discrimination are confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (h)1. The following criminal intelligence information or criminal investigative information is confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution:
- a. Any information that reveals the identity of the victim of the crime of child abuse as defined by chapter 827 or that reveals the identity of a person under the age of 18 who is the victim of the crime of human trafficking proscribed in s. [787.06\(3\)\(a\)](#).
- b. Any information that may reveal the identity of a person who is a victim of any sexual offense, including a sexual offense proscribed in s. [787.06\(3\)\(b\)](#), (d), (f), or (g), chapter 794, chapter 796, chapter 800, chapter 827, or chapter 847.
- c. A photograph, videotape, or image of any part of the body of the victim of a sexual offense prohibited under s. [787.06\(3\)\(b\)](#), (d), (f), or (g), chapter 794, chapter 796, chapter 800, s. [810.145](#), chapter 827, or chapter 847, regardless of whether the photograph, videotape, or image identifies the victim.
2. Criminal investigative information and criminal intelligence information made confidential and exempt under this paragraph may be disclosed by a law enforcement agency:
- a. In the furtherance of its official duties and responsibilities.
- b. For print, publication, or broadcast if the law enforcement agency determines that such release would assist in locating or identifying a person that such agency believes to be missing or endangered. The information provided should be limited to that needed to identify or locate the victim and not include the sexual nature of the offense committed against the person.
- c. To another governmental agency in the furtherance of its official duties and responsibilities.
3. This exemption applies to such confidential and exempt criminal intelligence information or criminal investigative information held by a law enforcement agency before, on, or after the effective date of the exemption.
- (i) Any criminal intelligence information or criminal investigative information that reveals the personal assets of the victim of a crime, other than property stolen or destroyed during the commission of the crime, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (j)1. Any document that reveals the identity, home or employment telephone number, home or employment address, or personal assets of the victim of a crime and identifies that person as the victim of a crime, which document is received by any agency that regularly receives information from or concerning the victims of crime, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. Any information not otherwise held confidential or exempt from s. [119.07\(1\)](#) which reveals the home or employment telephone number, home or employment address, or personal assets of a person who has been the victim of sexual battery, aggravated child abuse, aggravated stalking, harassment, aggravated battery, or domestic violence is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, upon written request by the victim, which must

include official verification that an applicable crime has occurred. Such information shall cease to be exempt 5 years after the receipt of the written request. Any state or federal agency that is authorized to have access to such documents by any provision of law shall be granted such access in the furtherance of such agency's statutory duties, notwithstanding this section.

2.a. Any information in a videotaped statement of a minor who is alleged to be or who is a victim of sexual battery, lewd acts, or other sexual misconduct proscribed in chapter 800 or in s. [794.011](#), s. [827.071](#), s. [847.012](#), s. [847.0125](#), s. [847.013](#), s. [847.0133](#), or s. [847.0145](#), which reveals that minor's identity, including, but not limited to, the minor's face; the minor's home, school, church, or employment telephone number; the minor's home, school, church, or employment address; the name of the minor's school, church, or place of employment; or the personal assets of the minor; and which identifies that minor as the victim of a crime described in this subparagraph, held by a law enforcement agency, is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. Any governmental agency that is authorized to have access to such statements by any provision of law shall be granted such access in the furtherance of the agency's statutory duties, notwithstanding the provisions of this section.

b. A public employee or officer who has access to a videotaped statement of a minor who is alleged to be or who is a victim of sexual battery, lewd acts, or other sexual misconduct proscribed in chapter 800 or in s. [794.011](#), s. [827.071](#), s. [847.012](#), s. [847.0125](#), s. [847.013](#), s. [847.0133](#), or s. [847.0145](#) may not willfully and knowingly disclose videotaped information that reveals the minor's identity to a person who is not assisting in the investigation or prosecution of the alleged offense or to any person other than the defendant, the defendant's attorney, or a person specified in an order entered by the court having jurisdiction of the alleged offense. A person who violates this provision commits a misdemeanor of the first degree, punishable as provided in s. [775.082](#) or s. [775.083](#).

(k) A complaint of misconduct filed with an agency against an agency employee and all information obtained pursuant to an investigation by the agency of the complaint of misconduct is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until the investigation ceases to be active, or until the agency provides written notice to the employee who is the subject of the complaint, either personally or by mail, that the agency has either:

1. Concluded the investigation with a finding not to proceed with disciplinary action or file charges; or
2. Concluded the investigation with a finding to proceed with disciplinary action or file charges.

(l)1. As used in this paragraph, the term:

- a. "Body camera" means a portable electronic recording device that is worn on a law enforcement officer's body and that records audio and video data in the course of the officer performing his or her official duties and responsibilities.
- b. "Law enforcement officer" has the same meaning as provided in s. [943.10](#).
- c. "Personal representative" means a parent, a court-appointed guardian, an attorney, or an agent of, or a person holding a power of attorney for, a person recorded by a body camera. If a person depicted in the recording is deceased, the term also means the personal representative of the estate of the deceased person; the deceased person's surviving spouse, parent, or adult child; the deceased person's attorney or agent; or the parent or guardian of a surviving minor child of the deceased. An agent must possess written authorization of the recorded person to act on his or her behalf.

2. A body camera recording, or a portion thereof, is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if the recording:

- a. Is taken within the interior of a private residence;
 - b. Is taken within the interior of a facility that offers health care, mental health care, or social services; or
 - c. Is taken in a place that a reasonable person would expect to be private.
3. Notwithstanding subparagraph 2., a body camera recording, or a portion thereof, may be disclosed by a law enforcement agency:
- a. In furtherance of its official duties and responsibilities; or
 - b. To another governmental agency in the furtherance of its official duties and responsibilities.
4. Notwithstanding subparagraph 2., a body camera recording, or a portion thereof, shall be disclosed by a law enforcement agency:

- a. To a person recorded by a body camera; however, a law enforcement agency may disclose only those portions that are relevant to the person's presence in the recording;
- b. To the personal representative of a person recorded by a body camera; however, a law enforcement agency may disclose only those portions that are relevant to the represented person's presence in the recording;
- c. To a person not depicted in a body camera recording if the recording depicts a place in which the person lawfully resided, dwelled, or lodged at the time of the recording; however, a law enforcement agency may disclose only those portions that record the interior of such a place.
- d. Pursuant to a court order.
 - (I) In addition to any other grounds the court may consider in determining whether to order that a body camera recording be disclosed, the court shall consider whether:
 - (A) Disclosure is necessary to advance a compelling interest;
 - (B) The recording contains information that is otherwise exempt or confidential and exempt under the law;
 - (C) The person requesting disclosure is seeking to obtain evidence to determine legal issues in a case in which the person is a party;
 - (D) Disclosure would reveal information regarding a person that is of a highly sensitive personal nature;
 - (E) Disclosure may harm the reputation or jeopardize the safety of a person depicted in the recording;
 - (F) Confidentiality is necessary to prevent a serious and imminent threat to the fair, impartial, and orderly administration of justice;
 - (G) The recording could be redacted to protect privacy interests; and
 - (H) There is good cause to disclose all or portions of a recording.
 - (II) In any proceeding regarding the disclosure of a body camera recording, the law enforcement agency that made the recording shall be given reasonable notice of hearings and shall be given an opportunity to participate.
- 5. A law enforcement agency must retain a body camera recording for at least 90 days.
- 6. The exemption provided in subparagraph 2. applies retroactively.
- 7. This exemption does not supersede any other public records exemption that existed before or is created after the effective date of this exemption. Those portions of a recording which are protected from disclosure by another public records exemption shall continue to be exempt or confidential and exempt.
 - (m) Criminal intelligence information or criminal investigative information that reveals the personal identifying information of a witness to a murder, as described in s. [782.04](#), is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution for 2 years after the date on which the murder is observed by the witness. A criminal justice agency may disclose such information:
 - 1. In the furtherance of its official duties and responsibilities.
 - 2. To assist in locating or identifying the witness if the agency believes the witness to be missing or endangered.
 - 3. To another governmental agency for use in the performance of its official duties and responsibilities.
 - 4. To the parties in a pending criminal prosecution as required by law.
 - (n) Personal identifying information of the alleged victim in an allegation of sexual harassment or the victim of sexual harassment is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if such information identifies that person as an alleged victim or as a victim of sexual harassment. Confidentiality may be waived in writing by the alleged victim or the victim. Such information may be disclosed to another governmental entity in the furtherance of its official duties and responsibilities. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal through reenactment by the Legislature.
 - (o) The address of a victim of an incident of mass violence is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. For purposes of this paragraph, the term "incident of mass violence" means an incident in which four or more people, not including the perpetrator, are severely injured or killed by an intentional and indiscriminate act of violence of another. For purposes of this paragraph, the term "victim" means a person killed or injured during an incident of mass violence, not including the perpetrator. This paragraph is subject to the Open Government Sunset Review Act in accordance with s.

[119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(p)1. As used in this paragraph, the term:

a. "Killing of a law enforcement officer who was acting in accordance with his or her official duties" means all acts or events that cause or otherwise relate to the death of a law enforcement officer who was acting in accordance with his or her official duties, including any related acts or events immediately preceding or subsequent to the acts or events that were the proximate cause of death.

b. "Killing of a victim of mass violence" means events that depict either a victim being killed or the body of a victim killed in an incident in which three or more persons, not including the perpetrator, are killed by the perpetrator of an intentional act of violence.

2. A photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution, except that a surviving spouse of the decedent may view and copy any such photograph or video recording or listen to or copy any such audio recording. If there is no surviving spouse, the surviving parents shall have access to such records. If there is no surviving spouse or parent, the adult children shall have access to such records. Nothing in this paragraph precludes a surviving spouse, parent, or adult child of the victim from sharing or publicly releasing such photograph or video or audio recording.

3.a. The deceased's surviving relative, with whom authority rests to obtain such records, may designate in writing an agent to obtain such records.

b. A local governmental entity, or a state or federal agency, in furtherance of its official duties, pursuant to a written request, may view or copy a photograph or video recording or may listen to or copy an audio recording of the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, and, unless otherwise required in the performance of its duties, the identity of the deceased shall remain confidential and exempt.

c. The custodian of the record, or his or her designee, may not permit any other person to view or copy such photograph or video recording or listen to or copy such audio recording without a court order.

4.a. The court, upon a showing of good cause, may issue an order authorizing any person to view or copy a photograph or video recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, or to listen to or copy an audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, and may prescribe any restrictions or stipulations that the court deems appropriate.

b. In determining good cause, the court shall consider:

(I) Whether such disclosure is necessary for the public evaluation of governmental performance;

(II) The seriousness of the intrusion into the family's right to privacy and whether such disclosure is the least intrusive means available; and

(III) The availability of similar information in other public records, regardless of form.

c. In all cases, the viewing, copying, listening to, or other handling of a photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence must be under the direct supervision of the custodian of the record or his or her designee.

5. A surviving spouse shall be given reasonable notice of a petition filed with the court to view or copy a photograph or video recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, or to listen to or copy any such audio recording, a copy of such petition, and reasonable notice of the opportunity to be present and heard at any hearing on the matter. If there is no surviving spouse, such notice must be given to the parents of the deceased and, if the deceased has no surviving parent, to the adult children of the deceased.

6.a. Any custodian of a photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence who willfully and knowingly violates this

paragraph commits a felony of the third degree, punishable as provided in s. [775.082](#), s. [775.083](#), or s. [775.084](#).

b. Any person who willfully and knowingly violates a court order issued pursuant to this paragraph commits a felony of the third degree, punishable as provided in s. [775.082](#), s. [775.083](#), or s. [775.084](#).

c. A criminal or administrative proceeding is exempt from this paragraph but, unless otherwise exempted, is subject to all other provisions of chapter 119; however, this paragraph does not prohibit a court in a criminal or administrative proceeding upon good cause shown from restricting or otherwise controlling the disclosure of a killing, crime scene, or similar photograph or video or audio recording in the manner prescribed in this paragraph.

7. The exemption in this paragraph shall be given retroactive application and shall apply to all photographs or video or audio recordings that depict or record the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, regardless of whether the killing of the person occurred before, on, or after May 23, 2019. However, nothing in this paragraph is intended to, nor may be construed to, overturn or abrogate or alter any existing orders duly entered into by any court of this state, as of the effective date of this act, which restrict or limit access to any photographs or video or audio recordings that depict or record the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence.

8. This paragraph applies only to such photographs and video and audio recordings held by an agency.

9. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2024, unless reviewed and saved from repeal through reenactment by the Legislature.

(q)1. As used in this paragraph, the term:

a. "Conviction integrity unit" means a unit within a state attorney's office established for the purpose of reviewing plausible claims of actual innocence.

b. "Conviction integrity unit reinvestigation information" means information or materials generated during a new investigation by a conviction integrity unit following the unit's formal written acceptance of an applicant's case. The term does not include:

(I) Information, materials, or records generated by a state attorney's office during an investigation done for the purpose of responding to motions made pursuant to Rule 3.800, Rule 3.850, or Rule 3.853, Florida Rules of Criminal Procedure, or any other collateral proceeding.

(II) Petitions by applicants to the conviction integrity unit.

(III) Criminal investigative information generated before the commencement of a conviction integrity unit investigation which is not otherwise exempt from this section.

2. Conviction integrity unit reinvestigation information is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution for a reasonable period of time during an active, ongoing, and good faith investigation of a claim of actual innocence in a case that previously resulted in the conviction of the accused person and until the claim is no longer capable of further investigation. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2026, unless reviewed and saved from repeal through reenactment by the Legislature.

(3) SECURITY AND FIRESAFETY.—

(a)1. As used in this paragraph, the term "security or firesafety system plan" includes all:

a. Records, information, photographs, audio and visual presentations, schematic diagrams, surveys, recommendations, or consultations or portions thereof relating directly to the physical security or firesafety of the facility or revealing security or firesafety systems;

b. Threat assessments conducted by any agency or any private entity;

c. Threat response plans;

d. Emergency evacuation plans;

e. Sheltering arrangements; or

f. Manuals for security or firesafety personnel, emergency equipment, or security or firesafety training.

2. A security or firesafety system plan or portion thereof for:

a. Any property owned by or leased to the state or any of its political subdivisions; or

b. Any privately owned or leased property

held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption is remedial in nature, and it is the intent of the Legislature that this exemption apply to security or firesafety system plans held by an agency before, on, or after the effective date of this paragraph. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

3. Information made confidential and exempt by this paragraph may be disclosed:

- a. To the property owner or leaseholder;
- b. In furtherance of the official duties and responsibilities of the agency holding the information;
- c. To another local, state, or federal agency in furtherance of that agency's official duties and responsibilities; or
- d. Upon a showing of good cause before a court of competent jurisdiction.

(b)1. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout and structural elements of a building, arena, stadium, water treatment facility, or other structure owned or operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout and structural elements of a building, arena, stadium, water treatment facility, or other structure owned or operated by an agency before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed:

- a. To another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities;
- b. To a licensed architect, engineer, or contractor who is performing work on or related to the building, arena, stadium, water treatment facility, or other structure owned or operated by an agency; or
- c. Upon a showing of good cause before a court of competent jurisdiction.

4. The entities or persons receiving such information shall maintain the exempt status of the information.

(c)1. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout or structural elements of an attractions and recreation facility, entertainment or resort complex, industrial complex, retail and service development, office development, health care facility, or hotel or motel development, which records are held by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to any such records held by an agency before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed to another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities; to the owner or owners of the structure in question or the owner's legal representative; or upon a showing of good cause before a court of competent jurisdiction.

4. This paragraph does not apply to comprehensive plans or site plans, or amendments thereto, which are submitted for approval or which have been approved under local land development regulations, local zoning regulations, or development-of-regional-impact review.

5. As used in this paragraph, the term:

a. "Attractions and recreation facility" means any sports, entertainment, amusement, or recreation facility, including, but not limited to, a sports arena, stadium, racetrack, tourist attraction, amusement park, or pari-mutuel facility that:

(I) For single-performance facilities:

- (A) Provides single-performance facilities; or
- (B) Provides more than 10,000 permanent seats for spectators.

(II) For serial-performance facilities:

- (A) Provides parking spaces for more than 1,000 motor vehicles; or
- (B) Provides more than 4,000 permanent seats for spectators.

b. "Entertainment or resort complex" means a theme park comprised of at least 25 acres of land with permanent exhibitions and a variety of recreational activities, which has at least 1 million visitors annually who pay admission fees thereto, together with any lodging,

dining, and recreational facilities located adjacent to, contiguous to, or in close proximity to the theme park, as long as the owners or operators of the theme park, or a parent or related company or subsidiary thereof, has an equity interest in the lodging, dining, or recreational facilities or is in privity therewith. Close proximity includes an area within a 5-mile radius of the theme park complex.

c. "Industrial complex" means any industrial, manufacturing, processing, distribution, warehousing, or wholesale facility or plant, as well as accessory uses and structures, under common ownership that:

(I) Provides onsite parking for more than 250 motor vehicles;

(II) Encompasses 500,000 square feet or more of gross floor area; or

(III) Occupies a site of 100 acres or more, but excluding wholesale facilities or plants that primarily serve or deal onsite with the general public.

d. "Retail and service development" means any retail, service, or wholesale business establishment or group of establishments which deals primarily with the general public onsite and is operated under one common property ownership, development plan, or management that:

(I) Encompasses more than 400,000 square feet of gross floor area; or

(II) Provides parking spaces for more than 2,500 motor vehicles.

e. "Office development" means any office building or park operated under common ownership, development plan, or management that encompasses 300,000 or more square feet of gross floor area.

f. "Health care facility" means a hospital, ambulatory surgical center, nursing home, hospice, or intermediate care facility for the developmentally disabled.

g. "Hotel or motel development" means any hotel or motel development that accommodates 350 or more units.

6. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(d)1. Information relating to the Nationwide Public Safety Broadband Network established pursuant to 47 U.S.C. ss. 1401 et seq., held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if release of such information would reveal:

a. The design, development, construction, deployment, and operation of network facilities;

b. Network coverage, including geographical maps indicating actual or proposed locations of network infrastructure or facilities;

c. The features, functions, and capabilities of network infrastructure and facilities;

d. The features, functions, and capabilities of network services provided to first responders, as defined in s. [112.1815](#), and other network users;

e. The design, features, functions, and capabilities of network devices provided to first responders and other network users; or

f. Security, including cybersecurity, of the design, construction, and operation of the network and associated services and products.

2. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(e)1.a. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the structural elements of 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio communication services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

b. Geographical maps indicating the actual or proposed locations of 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the structural elements of 911, E911, or public safety radio communication system infrastructure or other 911, E911, or public safety radio communication structures or facilities owned and

operated by an agency, and geographical maps indicating actual or proposed locations of 911, E911, or public safety radio communication system infrastructure or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency, before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed:

- a. To another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities;
- b. To a licensed architect, engineer, or contractor who is performing work on or related to the 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio communication services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency; or
- c. Upon a showing of good cause before a court of competent jurisdiction.

4. The entities or persons receiving such information must maintain the exempt status of the information.

5. For purposes of this paragraph, the term "public safety radio" is defined as the means of communication between and among 911 public safety answering points, dispatchers, and first responder agencies using those portions of the radio frequency spectrum designated by the Federal Communications Commission under 47 C.F.R. part 90 for public safety purposes.

6. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2025, unless reviewed and saved from repeal through reenactment by the Legislature.

(4) AGENCY PERSONNEL INFORMATION.—

(a)1. The social security numbers of all current and former agency employees which are held by the employing agency are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. The social security numbers of current and former agency employees may be disclosed by the employing agency:

- a. If disclosure of the social security number is expressly required by federal or state law or a court order.
- b. To another agency or governmental entity if disclosure of the social security number is necessary for the receiving agency or entity to perform its duties and responsibilities.
- c. If the current or former agency employee expressly consents in writing to the disclosure of his or her social security number.

(b)1. Medical information pertaining to a prospective, current, or former officer or employee of an agency which, if disclosed, would identify that officer or employee is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. However, such information may be disclosed if the person to whom the information pertains or the person's legal representative provides written permission or pursuant to court order.

2.a. Personal identifying information of a dependent child of a current or former officer or employee of an agency, which dependent child is insured by an agency group insurance plan, is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. For purposes of this exemption, "dependent child" has the same meaning as in s. [409.2554](#).

b. This exemption is remedial in nature and applies to such personal identifying information held by an agency before, on, or after the effective date of this exemption.

(c) Any information revealing undercover personnel of any criminal justice agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

(d)1. For purposes of this paragraph, the term:

a. "Home addresses" means the dwelling location at which an individual resides and includes the physical address, mailing address, street address, parcel identification number, plot identification number, legal property description, neighborhood name and lot number, GPS coordinates, and any other descriptive property information that may reveal the home address.

b. "Telephone numbers" includes home telephone numbers, personal cellular telephone numbers, personal pager telephone numbers, and telephone numbers associated with personal communications devices.

2.a. The home addresses, telephone numbers, dates of birth, and photographs of active or former sworn law enforcement personnel or of active or former civilian personnel employed by a law enforcement agency, including correctional and correctional probation officers, personnel of the Department of Children and Families whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities,

- personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect, and personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- b. The home addresses, telephone numbers, dates of birth, and photographs of current or former nonsworn investigative personnel of the Department of Financial Services whose duties include the investigation of fraud, theft, workers' compensation coverage requirements and compliance, other related criminal activities, or state regulatory requirement violations; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- c. The home addresses, telephone numbers, dates of birth, and photographs of current or former nonsworn investigative personnel of the Office of Financial Regulation's Bureau of Financial Investigations whose duties include the investigation of fraud, theft, other related criminal activities, or state regulatory requirement violations; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- d. The home addresses, telephone numbers, dates of birth, and photographs of current or former firefighters certified in compliance with s. [633.408](#); the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such firefighters; and the names and locations of schools and day care facilities attended by the children of such firefighters are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- e. The home addresses, dates of birth, and telephone numbers of current or former justices of the Supreme Court, district court of appeal judges, circuit court judges, and county court judges; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former justices and judges; and the names and locations of schools and day care facilities attended by the children of current or former justices and judges are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- f. The home addresses, telephone numbers, dates of birth, and photographs of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; and the names and locations of schools and day care facilities attended by the children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- g. The home addresses, dates of birth, and telephone numbers of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; and the names and locations of schools and day care facilities attended by the children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- h. The home addresses, telephone numbers, dates of birth, and photographs of current or former human resource, labor relations, or employee relations directors, assistant directors, managers, or assistant managers of any local government agency or water management district whose duties include hiring and firing employees, labor contract negotiation, administration, or other personnel-related duties; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses

and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

i. The home addresses, telephone numbers, dates of birth, and photographs of current or former code enforcement officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

j. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former guardians ad litem, as defined in s. [39.820](#); the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such persons; and the names and locations of schools and day care facilities attended by the children of such persons are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

k. The home addresses, telephone numbers, dates of birth, and photographs of current or former juvenile probation officers, juvenile probation supervisors, detention superintendents, assistant detention superintendents, juvenile justice detention officers I and II, juvenile justice detention officer supervisors, juvenile justice residential officers, juvenile justice residential officer supervisors I and II, juvenile justice counselors, juvenile justice counselor supervisors, human services counselor administrators, senior human services counselor administrators, rehabilitation therapists, and social services counselors of the Department of Juvenile Justice; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

l. The home addresses, telephone numbers, dates of birth, and photographs of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; and the names and locations of schools and day care facilities attended by the children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

m. The home addresses, telephone numbers, dates of birth, and photographs of current or former investigators or inspectors of the Department of Business and Professional Regulation; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such current or former investigators and inspectors; and the names and locations of schools and day care facilities attended by the children of such current or former investigators and inspectors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

n. The home addresses, telephone numbers, and dates of birth of county tax collectors; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such tax collectors; and the names and locations of schools and day care facilities attended by the children of such tax collectors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

o. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel of the Department of Health whose duties include, or result in, the determination or adjudication of eligibility for social security disability benefits, the investigation or prosecution of complaints filed against health care practitioners, or the inspection of health care practitioners or health care facilities licensed by the Department of Health; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

p. The home addresses, telephone numbers, dates of birth, and photographs of current or former impaired practitioner consultants who are retained by an agency or current or former employees of an impaired practitioner consultant whose duties result in a determination of a person's skill and safety to practice a licensed profession; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such consultants or their employees; and the names and locations

- of schools and day care facilities attended by the children of such consultants or employees are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- q. The home addresses, telephone numbers, dates of birth, and photographs of current or former emergency medical technicians or paramedics certified under chapter 401; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such emergency medical technicians or paramedics; and the names and locations of schools and day care facilities attended by the children of such emergency medical technicians or paramedics are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- r. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel employed in an agency's office of inspector general or internal audit department whose duties include auditing or investigating waste, fraud, abuse, theft, exploitation, or other activities that could lead to criminal prosecution or administrative discipline; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- s. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, nurses, and clinical employees of an addiction treatment facility; the home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. For purposes of this sub-subparagraph, the term "addiction treatment facility" means a county government, or agency thereof, that is licensed pursuant to s. [397.401](#) and provides substance abuse prevention, intervention, or clinical treatment, including any licensed service component described in s. [397.311\(26\)](#).
- t. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, and clinical employees of a child advocacy center that meets the standards of s. [39.3035\(2\)](#) and fulfills the screening requirement of s. [39.3035\(3\)](#), and the members of a Child Protection Team as described in s. [39.303](#) whose duties include supporting the investigation of child abuse or sexual abuse, child abandonment, child neglect, and child exploitation or to provide services as part of a multidisciplinary case review team; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel and members; and the names and locations of schools and day care facilities attended by the children of such personnel and members are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- u. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former staff and domestic violence advocates, as defined in s. [90.5036\(1\)\(b\)](#), of domestic violence centers certified by the Department of Children and Families under chapter 39; the names, home addresses, telephone numbers, places of employment, dates of birth, and photographs of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
3. An agency that is the custodian of the information specified in subparagraph 2. and that is not the employer of the officer, employee, justice, judge, or other person specified in subparagraph 2. must maintain the exempt status of that information only if the officer, employee, justice, judge, other person, or employing agency of the designated employee submits a written and notarized request for maintenance of the exemption to the custodial agency. The request must state under oath the statutory basis for the individual's exemption request and confirm the individual's status as a party eligible for exempt status.
- 4.a. A county property appraiser, as defined in s. [192.001\(3\)](#), or a county tax collector, as defined in s. [192.001\(4\)](#), who receives a written and notarized request for maintenance of the exemption pursuant to subparagraph 3. must comply by removing the name of the individual with exempt status and the instrument number or Official Records book and page number identifying the property with the exempt status from all publicly available records maintained by the property appraiser or tax collector. For written requests received on or before July 1, 2021, a county property appraiser or county tax collector must comply with this sub-subparagraph by October 1, 2021. A county property appraiser or county tax collector may not remove the street address, legal description, or other information

identifying real property within the agency's records so long as a name or personal information otherwise exempt from inspection and copying pursuant to this section are not associated with the property or otherwise displayed in the public records of the agency.

b. Any information restricted from public display, inspection, or copying under sub-subparagraph a. must be provided to the individual whose information was removed.

5. An officer, an employee, a justice, a judge, or other person specified in subparagraph 2. may submit a written request for the release of his or her exempt information to the custodial agency. The written request must be notarized and must specify the information to be released and the party authorized to receive the information. Upon receipt of the written request, the custodial agency must release the specified information to the party authorized to receive such information.

6. The exemptions in this paragraph apply to information held by an agency before, on, or after the effective date of the exemption.

7. Information made exempt under this paragraph may be disclosed pursuant to s. [28.2221](#) to a title insurer authorized pursuant to s. [624.401](#) and its affiliates as defined in s. [624.10](#); a title insurance agent or title insurance agency as defined in s. [626.841](#)(1) or (2), respectively; or an attorney duly admitted to practice law in this state and in good standing with The Florida Bar.

8. The exempt status of a home address contained in the Official Records is maintained only during the period when a protected party resides at the dwelling location. Upon conveyance of real property after October 1, 2021, and when such real property no longer constitutes a protected party's home address as defined in sub-subparagraph 1.a., the protected party must submit a written request to release the removed information to the county recorder. The written request to release the removed information must be notarized, must confirm that a protected party's request for release is pursuant to a conveyance of his or her dwelling location, and must specify the Official Records book and page, instrument number, or clerk's file number for each document containing the information to be released.

9. Upon the death of a protected party as verified by a certified copy of a death certificate or court order, any party can request the county recorder to release a protected decedent's removed information unless there is a related request on file with the county recorder for continued removal of the decedent's information or unless such removal is otherwise prohibited by statute or by court order. The written request to release the removed information upon the death of a protected party must attach the certified copy of a death certificate or court order and must be notarized, must confirm the request for release is due to the death of a protected party, and must specify the Official Records book and page number, instrument number, or clerk's file number for each document containing the information to be released. A fee may not be charged for the release of any document pursuant to such request.

10. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2024, unless reviewed and saved from repeal through reenactment by the Legislature.

(e)1. As used in this paragraph, the term "law enforcement geolocation information" means information collected using a global positioning system or another mapping, locational, or directional information system that allows tracking of the location or movement of a law enforcement officer or a law enforcement vehicle.

2. Law enforcement geolocation information held by a law enforcement agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to such information held by an agency before, on, or after the effective date of the exemption. This exemption does not apply to uniform traffic citations, crash reports, homicide reports, arrest reports, incident reports, or any other official reports issued by an agency which contain law enforcement geolocation information.

3. A law enforcement agency shall disclose law enforcement geolocation information in the following instances:

a. Upon a request from a state or federal law enforcement agency;

b. When a person files a petition with the circuit court in the jurisdiction where the agency having custody of the requested law enforcement geolocation information is located specifying the reasons for requesting such information and the court, upon a showing of good cause, issues an order authorizing the release of the law enforcement geolocation information. In all cases in which the court releases law enforcement geolocation information under this sub-subparagraph, such information must be viewed or

copied under the direct supervision of the custodian of the record or his or her designee; or

c. When law enforcement geolocation information is requested for use in a criminal, civil, or administrative proceeding. This sub-subparagraph does not prohibit a court in such a criminal, civil, or administrative proceeding, upon a showing of good cause, from restricting or otherwise controlling the disclosure of such information.

4. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal through reenactment by the Legislature.

(5) OTHER PERSONAL INFORMATION.—

(a)1.a. The Legislature acknowledges that the social security number was never intended to be used for business purposes but was intended to be used solely for the administration of the federal Social Security System. The Legislature is further aware that over time this unique numeric identifier has been used extensively for identity verification purposes and other legitimate consensual purposes.

b. The Legislature recognizes that the social security number can be used as a tool to perpetuate fraud against an individual and to acquire sensitive personal, financial, medical, and familial information, the release of which could cause great financial or personal harm to an individual.

c. The Legislature intends to monitor the use of social security numbers held by agencies in order to maintain a balanced public policy.

2.a. An agency may not collect an individual's social security number unless the agency has stated in writing the purpose for its collection and unless it is:

(I) Specifically authorized by law to do so; or

(II) Imperative for the performance of that agency's duties and responsibilities as prescribed by law.

b. An agency shall identify in writing the specific federal or state law governing the collection, use, or release of social security numbers for each purpose for which the agency collects the social security number, including any authorized exceptions that apply to such collection, use, or release. Each agency shall ensure that the collection, use, or release of social security numbers complies with the specific applicable federal or state law.

c. Social security numbers collected by an agency may not be used by that agency for any purpose other than the purpose provided in the written statement.

3. An agency collecting an individual's social security number shall provide that individual with a copy of the written statement required in subparagraph 2. The written statement also shall state whether collection of the individual's social security number is authorized or mandatory under federal or state law.

4. Each agency shall review whether its collection of social security numbers is in compliance with subparagraph 2. If the agency determines that collection of a social security number is not in compliance with subparagraph 2., the agency shall immediately discontinue the collection of social security numbers for that purpose.

5. Social security numbers held by an agency are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to social security numbers held by an agency before, on, or after the effective date of this exemption. This exemption does not supersede any federal law prohibiting the release of social security numbers or any other applicable public records exemption for social security numbers existing prior to May 13, 2002, or created thereafter.

6. Social security numbers held by an agency may be disclosed if any of the following apply:

a. The disclosure of the social security number is expressly required by federal or state law or a court order.

b. The disclosure of the social security number is necessary for the receiving agency or governmental entity to perform its duties and responsibilities.

c. The individual expressly consents in writing to the disclosure of his or her social security number.

d. The disclosure of the social security number is made to comply with the USA Patriot Act of 2001, Pub. L. No. 107-56, or Presidential Executive Order 13224.

e. The disclosure of the social security number is made to a commercial entity for the permissible uses set forth in the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq.; the Fair Credit Reporting Act, 15 U.S.C. ss. 1681 et seq.; or the Financial Services Modernization Act of 1999, 15 U.S.C. ss. 6801 et seq., provided that the authorized commercial entity complies with the requirements of this paragraph.

- f. The disclosure of the social security number is for the purpose of the administration of health benefits for an agency employee or his or her dependents.
- g. The disclosure of the social security number is for the purpose of the administration of a pension fund administered for the agency employee's retirement fund, deferred compensation plan, or defined contribution plan.
- h. The disclosure of the social security number is for the purpose of the administration of the Uniform Commercial Code by the office of the Secretary of State.
- 7.a. For purposes of this subsection, the term:
- (I) "Commercial activity" means the permissible uses set forth in the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq.; the Fair Credit Reporting Act, 15 U.S.C. ss. 1681 et seq.; or the Financial Services Modernization Act of 1999, 15 U.S.C. ss. 6801 et seq., or verification of the accuracy of personal information received by a commercial entity in the normal course of its business, including identification or prevention of fraud or matching, verifying, or retrieving information. It does not include the display or bulk sale of social security numbers to the public or the distribution of such numbers to any customer that is not identifiable by the commercial entity.
- (II) "Commercial entity" means any corporation, partnership, limited partnership, proprietorship, sole proprietorship, firm, enterprise, franchise, or association that performs a commercial activity in this state.
- b. An agency may not deny a commercial entity engaged in the performance of a commercial activity access to social security numbers, provided the social security numbers will be used only in the performance of a commercial activity and provided the commercial entity makes a written request for the social security numbers. The written request must:
- (I) Be verified as provided in s. [92.525](#);
- (II) Be legibly signed by an authorized officer, employee, or agent of the commercial entity;
- (III) Contain the commercial entity's name, business mailing and location addresses, and business telephone number; and
- (IV) Contain a statement of the specific purposes for which it needs the social security numbers and how the social security numbers will be used in the performance of a commercial activity, including the identification of any specific federal or state law that permits such use.
- c. An agency may request any other information reasonably necessary to verify the identity of a commercial entity requesting the social security numbers and the specific purposes for which the numbers will be used.
- 8.a. Any person who makes a false representation in order to obtain a social security number pursuant to this paragraph, or any person who willfully and knowingly violates this paragraph, commits a felony of the third degree, punishable as provided in s. [775.082](#) or s. [775.083](#).
- b. Any public officer who violates this paragraph commits a noncriminal infraction, punishable by a fine not exceeding \$500 per violation.
9. Any affected person may petition the circuit court for an order directing compliance with this paragraph.
- (b) Bank account numbers and debit, charge, and credit card numbers held by an agency are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. This exemption applies to bank account numbers and debit, charge, and credit card numbers held by an agency before, on, or after the effective date of this exemption.
- (c)1. For purposes of this paragraph, the term:
- a. "Child" means any person younger than 18 years of age.
- b. "Government-sponsored recreation program" means a program for which an agency assumes responsibility for a child participating in that program, including, but not limited to, after-school programs, athletic programs, nature programs, summer camps, or other recreational programs.
2. Information that would identify or locate a child who participates in a government-sponsored recreation program is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
3. Information that would identify or locate a parent or guardian of a child who participates in a government-sponsored recreation program is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
4. This exemption applies to records held before, on, or after the effective date of this exemption.

- (d) All records supplied by a telecommunications company, as defined by s. [364.02](#), to an agency which contain the name, address, and telephone number of subscribers are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (e) Any information provided to an agency for the purpose of forming ridesharing arrangements, which information reveals the identity of an individual who has provided his or her name for ridesharing, as defined in s. [341.031](#), is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (f)1. The following information held by the Department of Economic Opportunity, the Florida Housing Finance Corporation, a county, a municipality, or a local housing finance agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution:
- a. Medical history records and information related to health or property insurance provided by an applicant for or a participant in a federal, state, or local housing assistance program.
 - b. Property photographs and personal identifying information of an applicant for or a participant in a federal, state, or local housing assistance program for the purpose of disaster recovery assistance for a presidentially declared disaster.
2. Governmental entities or their agents shall have access to such confidential and exempt records and information for the purpose of auditing federal, state, or local housing programs or housing assistance programs.
 3. Such confidential and exempt records and information may be used in any administrative or judicial proceeding, provided such records are kept confidential and exempt unless otherwise ordered by a court.
 4. Sub-subparagraph 1.b. is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2025, unless reviewed and saved from repeal through reenactment by the Legislature.
- (g) Biometric identification information held by an agency before, on, or after the effective date of this exemption is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. As used in this paragraph, the term "biometric identification information" means:
1. Any record of friction ridge detail;
 2. Fingerprints;
 3. Palm prints; and
 4. Footprints.
- (h)1. Personal identifying information of an applicant for or a recipient of paratransit services which is held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
2. This exemption applies to personal identifying information of an applicant for or a recipient of paratransit services which is held by an agency before, on, or after the effective date of this exemption.
 3. Confidential and exempt personal identifying information shall be disclosed:
 - a. With the express written consent of the applicant or recipient or the legally authorized representative of such applicant or recipient;
 - b. In a medical emergency, but only to the extent that is necessary to protect the health or life of the applicant or recipient;
 - c. By court order upon a showing of good cause; or
 - d. To another agency in the performance of its duties and responsibilities.
- (i)1. For purposes of this paragraph, "identification and location information" means the:
- a. Home address, telephone number, and photograph of a current or former United States attorney, assistant United States attorney, judge of the United States Courts of Appeal, United States district judge, or United States magistrate;
 - b. Home address, telephone number, photograph, and place of employment of the spouse or child of such attorney, judge, or magistrate; and
 - c. Name and location of the school or day care facility attended by the child of such attorney, judge, or magistrate.
2. Identification and location information held by an agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if such attorney, judge, or magistrate submits to an agency that has custody of the identification and location information:
 - a. A written request to exempt such information from public disclosure; and
 - b. A written statement that he or she has made reasonable efforts to protect the identification and location information from being accessible through other means available to the public.

(j) Any information furnished by a person to an agency for the purpose of being provided with emergency notification by the agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to information held by an agency before, on, or after the effective date of this exemption.

History.—s. 4, ch. 75-225; ss. 2, 3, 4, 6, ch. 79-187; s. 1, ch. 82-95; s. 1, ch. 83-286; s. 5, ch. 84-298; s. 1, ch. 85-18; s. 1, ch. 85-45; s. 1, ch. 85-86; s. 4, ch. 85-301; s. 2, ch. 86-11; s. 1, ch. 86-21; s. 1, ch. 86-109; s. 2, ch. 88-188; s. 1, ch. 88-384; s. 1, ch. 89-80; s. 63, ch. 90-136; s. 4, ch. 90-211; s. 78, ch. 91-45; s. 1, ch. 91-96; s. 1, ch. 91-149; s. 90, ch. 92-152; s. 1, ch. 93-87; s. 2, ch. 93-232; s. 3, ch. 93-404; s. 4, ch. 93-405; s. 1, ch. 94-128; s. 3, ch. 94-130; s. 1, ch. 94-176; s. 1419, ch. 95-147; ss. 1, 3, ch. 95-170; s. 4, ch. 95-207; s. 1, ch. 95-320; ss. 3, 5, 6, 7, 8, 9, 11, 12, 14, 15, 16, 18, 20, 25, 29, 31, 32, 33, 34, ch. 95-398; s. 3, ch. 96-178; s. 41, ch. 96-406; s. 18, ch. 96-410; s. 1, ch. 98-9; s. 7, ch. 98-137; s. 1, ch. 98-259; s. 2, ch. 99-201; s. 27, ch. 2000-164; s. 1, ch. 2001-249; s. 29, ch. 2001-261; s. 1, ch. 2001-361; s. 1, ch. 2001-364; s. 1, ch. 2002-67; ss. 1, 3, ch. 2002-256; s. 1, ch. 2002-257; ss. 2, 3, ch. 2002-391; s. 11, ch. 2003-1; s. 1, ch. 2003-16; s. 1, ch. 2003-100; s. 1, ch. 2003-137; ss. 1, 2, ch. 2003-157; ss. 1, 2, ch. 2004-9; ss. 1, 2, ch. 2004-32; ss. 1, 3, ch. 2004-95; s. 7, ch. 2004-335; s. 4, ch. 2005-213; s. 41, ch. 2005-236; ss. 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, ch. 2005-251; s. 14, ch. 2006-1; s. 1, ch. 2006-158; s. 1, ch. 2006-180; s. 1, ch. 2006-181; s. 1, ch. 2006-211; s. 1, ch. 2006-212; s. 13, ch. 2006-224; s. 1, ch. 2006-284; s. 1, ch. 2006-285; s. 1, ch. 2007-93; s. 1, ch. 2007-95; s. 1, ch. 2007-250; s. 1, ch. 2007-251; s. 1, ch. 2008-41; s. 2, ch. 2008-57; s. 1, ch. 2008-145; ss. 1, 3, ch. 2008-234; s. 1, ch. 2009-104; ss. 1, 2, ch. 2009-150; s. 1, ch. 2009-169; ss. 1, 2, ch. 2009-235; s. 1, ch. 2009-237; s. 1, ch. 2010-71; s. 1, ch. 2010-171; s. 1, ch. 2011-83; s. 1, ch. 2011-85; s. 1, ch. 2011-115; s. 1, ch. 2011-140; s. 48, ch. 2011-142; s. 1, ch. 2011-201; s. 1, ch. 2011-202; s. 1, ch. 2012-149; s. 1, ch. 2012-214; s. 1, ch. 2012-216; s. 1, ch. 2013-69; s. 119, ch. 2013-183; s. 1, ch. 2013-220; s. 1, ch. 2013-243; s. 1, ch. 2013-248; s. 1, ch. 2014-72; s. 1, ch. 2014-94; s. 1, ch. 2014-105; s. 1, ch. 2014-172; s. 1, ch. 2015-37; s. 1, ch. 2015-41; s. 1, ch. 2015-86; s. 1, ch. 2015-146; s. 1, ch. 2016-6; s. 1, ch. 2016-27; s. 1, ch. 2016-49; s. 1, ch. 2016-159; s. 1, ch. 2016-164; s. 1, ch. 2016-178; s. 1, ch. 2016-214; s. 2, ch. 2017-11; s. 1, ch. 2017-53; s. 1, ch. 2017-66; s. 1, ch. 2017-96; s. 1, ch. 2017-103; s. 1, ch. 2018-2; s. 1, ch. 2018-53; s. 1, ch. 2018-60; s. 1, ch. 2018-64; s. 1, ch. 2018-77; s. 8, ch. 2018-110; s. 1, ch. 2018-117; s. 1, ch. 2018-146; s. 1, ch. 2018-147; s. 26, ch. 2019-3; s. 1, ch. 2019-12; s. 1, ch. 2019-28; ss. 1, 3, ch. 2019-46; s. 1, ch. 2020-13; s. 1, ch. 2020-34; s. 1, ch. 2020-170; s. 1, ch. 2020-183; s. 1, ch. 2021-48; s. 1, ch. 2021-52; s. 1, ch. 2021-105; s. 30, ch. 2021-170; s. 1, ch. 2021-182; s. 3, ch. 2021-215; s. 1, ch. 2022-88; s. 1, ch. 2022-107; s. 1, ch. 2022-172.

Note.—

A. Additional exemptions from the application of this section appear in the General Index to the Florida Statutes under the heading "Public Records."

B. Portions former ss. 119.07(6), 119.072, and 119.0721; subparagraph (2)(g)1. former s. 119.0711(1); paragraph (2)(p) former s. 406.136.

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MIAMI-DADE SCHOOLS POLICE DEPARTMENT

Police Department:	Miami-Dade Schools Police Department
Police Department:	<i>Miami-Dade Schools Police Department</i>
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Miami-Dade Schools Police Department
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Miami-Dade Schools Police Department
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Miami-Dade Schools Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

MIAMI-SHORES POLICE DEPARTMENT

Police Department:	Miami-Shores Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Can be received in person, by letter, by telephone, or by email. If you prefer to mail your complaint, send it directly to the Internal Affairs Section at the Miami Shores Police Department.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Anonymous complaints are accepted.</i>
Can all employees of the department accept complaints?	<i>Only supervisors.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>No.</i>

Police Department:	Miami-Shores Police Department
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>You may at any time speak with a supervisor to initiate a complaint on any employee of the police department. Upon receipt of the complaint, you will be contacted by the Internal Affairs Section and/or a supervisor. At this time, you may be requested to provide a sworn statement(s), produce any evidence of allegations, and/or discuss the complaint in detail.</i></p>
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p>Yes.</p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints investigated?</p>	<p><i>Yes, all complaints against employees are investigated, provided the complaint contains sufficient data to warrant an investigation.</i></p>
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>Internal Affairs. The State Attorney's Office and the Florida Department of Law Enforcement also reviews all cases involving alleged criminal misconduct. The FBI and the U.S. Attorney's Office review allegations of civil rights violations.</i></p>

Police Department:	Miami-Shores Police Department
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>The complaint is documented on a Complaint Intake Form. When received, the complaint is classified and assigned to an investigator of supervisory rank. Statements are taken from the complainant, all witnesses, and the subject employee(s). Upon completion, the case is reviewed, and a disposition is made by the Office of the Chief.</i></p>
<p>Are all complaints given a case number?</p>	<p>Yes</p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>The complainant will be contacted at the completion of the investigation and will have the opportunity to discuss the disposition of the complaint.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Yes, both the complainant and the employee are notified and encouraged to contact the Internal Affairs Section to discuss the findings.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Miami-Shores Police Department
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Typically, a case can take from 45 days to a maximum of 180 calendar days. Some investigations are more complex and may take longer.</i></p>

MIAMI SHORES POLICE DEPARTMENT
9990 N.E. Second Avenue
Miami Shores, FL 33138
(305) 759 - 2468

PERSONNEL COMPLAINT FORM

COMPLAINANT INFORMATION

Name: _____ Date of Birth: _____

Local Address: _____

Address City State Zip Code

Business Address: _____

Address City State Zip Code

Telephone Numbers:

Home: (____) _____ Business: (____) _____ Cellular: (____) _____

Email Address: _____

PERSONNEL INFORMATION

Name: _____ Id Number: _____ Vehicle Number: _____

Please provide a physical description of the officer: _____

Name: _____ Id Number: _____ Vehicle Number: _____

Please provide a physical description of the officer: _____

WITNESS INFORMATION

Name: _____

Local Address: _____

Address City State Zip Code

Telephone Numbers:

Home: (____) _____ Business: (____) _____ Cellular: (____) _____

Name: _____

Local Address: _____

Address City State Zip Code

Telephone Numbers:

Home: (____) _____ Business: (____) _____ Cellular: (____) _____

INCIDENT INFORMATION

Date: _____ Time: _____ Location: _____ Case Number: _____

Provide as much information as possible about the incident _____

Specify and/or summarize your primary concern or complaint: _____

F.S.S. 837.06 states, "Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree, punishable as provided in F.S.S. 775.082 or F.S.S. 775.083".

F.S.S. 837.05 states, "Whoever knowingly gives false information to any law enforcement officer concerning the alleged commission of any crime, commits a misdemeanor of the first degree, punishable as provided in F.S.S. 775.082 or F.S.S. 775.083".

I swear and affirm the information provided in this statement is a true and factual account of the circumstances involved in my complaint.

Complainant's Signature

Date

STATE OF FLORIDA
COUNTY OF MIAMI-DADE

Sworn to and subscribed to before me, the undersigned authority, this _____ day of _____, 20_____.

My commission expires: _____

Notary Public, State of Florida at Large

F.S.S. 112.533 states, "Any person who is a participant in an internal investigation, including the complainant, and any witnesses in the investigation, who willfully discloses any information obtained pursuant to the agency's investigation, including, but not limited to, the identity of the officer, the nature of the questions asked, information revealed, or documents furnished in connection with a confidential internal investigation of an agency, before such complaint, document, action, or proceeding becomes a public record as provided in this section commits a misdemeanor of the first degree, punishable as provided for in F.S.S. 775.082 or F.S.S. 775.083".

For Official Use Only

Complaint Received By: _____

Date

Time

Complaint Assigned To: _____

Date

Time

Case Number: _____

AWARD PROGRAM
NOMINATION FORM



Name & Title of Nominee(s):	Nominee(s) Assignment:
-----------------------------	------------------------

Date of Incident:	Case Number:
-------------------	--------------

Award Nomination:

- | | | |
|---|---|--|
| 1. <input type="checkbox"/> Medal of Valor | 7. <input type="checkbox"/> Outstanding Supervisor | 13. <input type="checkbox"/> Administrative Excellence |
| 2. <input type="checkbox"/> Purple Heart | 8. <input type="checkbox"/> Military Service | 14. <input type="checkbox"/> Civilian of the Year |
| 3. <input type="checkbox"/> Lifesaving | 9. <input type="checkbox"/> Hurricane Relief | 15. <input type="checkbox"/> Certificate of Appreciation |
| 4. <input type="checkbox"/> Combat Cross | 10. <input type="checkbox"/> Assist Another Agency | 16. <input type="checkbox"/> Community Service |
| 5. <input type="checkbox"/> Distinguished Service | 11. <input type="checkbox"/> Officer of the Quarter | 17. <input type="checkbox"/> Letter of Commendation |
| 6. <input type="checkbox"/> Officer of the Year | 12. <input type="checkbox"/> Good Conduct Ribbon | 18. <input type="checkbox"/> Citizen Commendation |

Narrative (attach additional pages as necessary):

Nominated By:		
Signature	Printed Name	ID#
Immediate Supervisor:		
Signature	Printed Name	ID#
Division Commander:		
Signature	Printed Name	ID#
Awards Committee Chairperson:		
Signature	Printed Name	ID#

DISPOSITION:		
<input type="checkbox"/> Awarded as originally nominated <input type="checkbox"/> Awarded as amended by the Committee <input type="checkbox"/> Awarded as amended by the Chief		
Division Commander		
Signature	Printed Name	ID#
Chief of Police:		
Signature	Printed Name	ID#

MICCOUSUKEE TRIBAL POLICE DEPARTMENT

Police Department:	Miccosukee Tribal Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Miccousukee Tribal Police Department
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Miccosukee Tribal Police Department
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Miccosukee Tribal Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

NORTH BAY VILLAGE POLICE DEPARTMENT

Police Department:	North Bay Village Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	Phone, mail or in person
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	North Bay Village Police Department
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	North Bay Village Police Department
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>At the end of the investigation, they will be notified.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	North Bay Village Police Department
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>

NORTH MIAMI BEACH POLICE DEPARTMENT

Police Department:	North Miami Beach Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online and in person</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>In person, online, or over the phone</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question. However, the website states, "While the North Miami Beach Police Department encourages comments about our employees, it is difficult to conduct an investigation and make a determination based on anonymous information, due to a lack of complete information and victim / witness cooperation."</i>
Can all employees of the department accept complaints?	<i>No, only shift supervisors</i>
Are complaint forms available in multiple languages?	<i>Yes, English, Spanish, and Creole</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	North Miami Beach Police Department
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>To make an informal complaint against an employee, please contact the North Miami Beach Police Department either in person at 16901 NE 19th Ave, North Miami Beach, FL 33162 or by calling 305-949-5599 and ask to speak to a supervisor. To make a formal complaint about an employee, you may pick up a Citizen's Complaint Affidavit in the station lobby or contact the Internal Affairs Unit at 305-787-6039.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Yes. The website states, "Please keep in mind that the filing of a complaint requires a sworn affidavit, under penalties of perjury, per Florida State Statutes in regard to knowingly providing false information, and may result in Civil and / or Criminal penalties."</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	North Miami Beach Police Department
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>Most complaints against employees are considered informal and can be resolved by the employee's supervisor. In a formal investigation, the officer's shift commander meets with the employee and then determines the appropriate action to take to resolve the complaint. With more serious complaints of misconduct, the shift commander will take an initial statement from the complainant and then refer the incident to the Internal Affairs Unit for a formal investigation.</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>The investigation will usually include the examination of physical evidence and interviews with the complainant, the witnesses, and the involved officers.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>If your complaint results in a formal investigation, the incident will be brought to the attention of the chief of police and a thorough, impartial, and confidential investigation will be conducted by Internal Affairs.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	North Miami Beach Police Department
What happens when an investigation is concluded?	<i>After the allegations have been fully investigated, the chief of police will determine what actions, if any, should be taken to resolve the complaint.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>

NORTH MIAMI POLICE DEPARTMENT

Police Department:	North Miami Police Department
Please provide a copy of the complaint form.	<i>Attached</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online or in person</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Online or in person</i>
Are anonymous complaints accepted? If so, what is the process?	<i>On the online form identification fields are required.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>No, only English</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	North Miami Police Department
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Complainants can submit a form online or at the police station.</i>
Do complaint forms require a signature under the penalty of perjury?	No
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	Yes
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>A Citizens Investigative Board (CIB) Investigator</i>

Police Department:	North Miami Police Department
<p>What evidence does the department uses in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>The preliminary investigation involves gathering all available documents and records related to the incident, requesting video and audio recordings, collecting witness information, and creating a plan to guide the investigation. CIB complaint decisions are based on the available evidence provided by the complainant (the person who filed the complaint), police department, witnesses, and additional records and recordings provided by other parties. Evidence provided by the complainant, officers, police department, and witnesses may come in the form of testimonial and documentary evidence, including policies, procedures and training. This evidence is evaluated for truthfulness, accuracy, relevance, sufficiency, trustworthiness, bias, and qualification. The investigation seeks evidence that is relevant to the issue at hand and tends to prove or disprove the allegation (complaint) against an officer. The weight of the evidence allows the investigator and the board to determine the facts.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>After the CIB has received a complaint, an investigator reviews the citizen's allegations and determines the classification of the allegations and whether additional allegations are warranted. The investigator reviews relevant police department policies and procedures and the law. The investigator conducts a preliminary investigation.</i></p>
<p>Are all complaints given a case number?</p>	<p>Yes</p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	North Miami Police Department
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>The board's review of the investigator's recommendation includes a review of the entire investigative file. The board's sustained decisions are based on the preponderance of the evidence standard, meaning at least 51% of the investigative evidence shows that the events more likely occurred than did not occur. Once the board has decided on the complaint allegation, its decision is forwarded to the North Miami city manager and police chief for a disciplinary decision.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Nothing, the decision is final.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Record link: clarityvalue.app/north-miamicib/projects/45897/guide/289458

Form ID: 112632

Submitted on: -

Applicant name: Haley Weiss

Applicant email: haleyweiss18@gmail.com



North Miami CIB Complaint

North Miami welcomes your feedback and the opportunity to investigate your claim. Please complete the information below

What is the nature of your complaint (select all that apply)?*

- False Arrest
- Criminal Conduct
- Discrimination
- Slur
- Force
- Harassment
- Other

Explanations: False Arrest – an officer allegedly knew, or should have known, that there was insufficient probable cause for an arrest or conducted a bad faith Fourth Amendment searches.

Criminal Conduct – an alleged violation of Federal, State, County, or Municipal law.

Discrimination – alleged unequal treatment due to a person’s gender (including gender identity and gender expression), race, color, national origin, ancestry, religion, physical or mental disability, medical condition (including cancer, HIV, and AIDS), age, political beliefs or affiliation, marital status, sexual orientation, lifestyle, or similar personal characteristics.

Slur – an allegation of a derogatory term that a reasonable person would recognize as an inherent insult or degradation of another (based upon the same characteristics as listed for Discrimination).

Force – an allegation that more force was used than reasonably necessary.

Harassment - officer harassment occurs when someone continually or arbitrarily stops a person. This is an abuse of power and involves the harassment of innocent citizens.

Date of Incident*

mm/dd/yyyy

Description of Incident / Arrest*

Additional Description Details (use if more space is required)

Please provide names, badge numbers, and / or physical descriptions of involved officers*

Citizen Details

First Name*

Last Name*

Address*

Address line 1*

Address line 2

City*

State*

Zip*

Email Address*

Phone Number*

Gender*

- Female
- Male
- Gender Diverse



CITIZEN COMPLAINT AFFIDAVIT

Please write your complaint in the space provided below. Prior to writing your complaint, understand that the Officer(s) you are making the complaint against will respond to your complaint under oath. Therefore, you will be required to provide your written allegation / statement in writing and under oath as well. Florida State Statute 837.06 states "Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree, punishable as provided in Florida State Statutes 775.082 & 775.083." If the investigation proves that your written sworn statement is false, you will be subject to prosecution.

A Law Enforcement Officer or Correctional Officer also has the right to bring suit against any person, group of persons or organization or corporation, for making a false statement under oath against such officer.

Florida State Statute 112.533(4) states that any person who is a participant in an internal affairs investigation including the complainant, subject, investigator, and/or any witnesses, who willfully discloses any information obtained pursuant to the investigation, including the identity of the officer under investigation, the nature of the questions asked, information revealed, or documentation furnished before such complaint, document, action, or proceeding becomes a public record is guilty of a misdemeanor in the first degree.

Name: _____ Date: _____

Address: _____ Date of Birth: _____

Location of Incident: _____ Date of Incident: _____

Telephone Number: _____ Case number: _____

I, _____, do solemnly swear or affirm that the following written statement is the truth, the whole truth and nothing but the truth. I also acknowledge that I understand the paragraph above regarding false sworn statements.

Initial: _____



AFFIDAVIT DE QUEJA (CIUDADANO)

Por favor escriba su queja en el espacio provisto abajo. Antes de escribir su queja, comprenda que el oficial u oficiales contra quien o quienes su queja va dirigida respondera a su queja bajo juramento. Por lo tanto Usted tambien debera presentar su alegacion / declaracion por escrito y bajo juramento. El Estatuto del Estado de la Florida 837.06 establece "Quienquiera que concientemente hiciere una declaracion escrita con el intento de enganar a un servidor publico en la ejecucion de sus deberes sera culpable de un delito en segundo grado y castigado como esta provisto en los Estatutos del Estado de la Florida 775.082 & 775.083". Si se comprobare que su declaracion es falsa, Usted sera procesado.

Un oficial encargado de hacer cumplir la ley o un oficial de correccional tiene tambien el derecho de demandar a cualquier persona, grupo de personas, organizacion o corporacion, por falso testimonio bajo juramento en contra de dicho oficial. El Estatuto 112.522(4) del Estado de la Florida establece que cualquier persona involucrada en una investigacion de Asuntos Internos, incluyendo el demandante, acusado, investigador, y/o cualquier testigo que revele voluntariamente cualquier informacion obtenida, relacionada a esta, incluyendo la identidad del oficial bajo investigacion, asi como la naturaleza de los asuntos bajo averiguacion, accion o documentos antes de transformarse en record publico, se hace culpable de un delito en primer grado.

Nombre: _____ Date: _____

Direccion: _____ Fecha de Nacimiento: _____

Lugar de Incidente: _____ Fecha de Incidente: _____

Numero de Telefono: _____ Numero de Caso: _____

Yo, _____, juro o afirmo que el siguiente juramento escrito es la verdad, la unica verdad y nada mas que la verdad. Yo tambien afirmo y comprendo el parafo anterior en respecto a juramentos falsos.

Iniciales: _____



DOKIMAN A LEKRI SOU PLENT KE SITWAYEN POTE KONT LAPOLIS

Tanpri ekri plent ou nan espas ki anba a. Anvan ke w ekri plent la, ou dwe konprann ke ofisye a osnon ofisye yo ke w pote plent pou li an osnon pou yo an, pral sèman anvan ke l reponn sou plent ke w pote pou li. Konsa, yo pral mande w pou ekri akizasyon/ deklarasyon an sou sèman tou. Gen yon lwa nan Eta Florid la 837.06 ki di ke:

“ Nenpòt moun ki bay yon fo deklarasyon a lekri avek entansyon pou detounen yon sitwayen ki ofisyelman ap fè travay leta bal pou fè a, moun sa a antò, likomèt yon enfraksyon dezyem degre ke lwa Eta Florid 775.082, 775.083 prevwa yon pinisyon pou li. Si investigasyon fèt e li pwouve ke deklarasyon a lekri sou sèman ke w te fè a fo, yap rele w lajistis.

Yon Polis Ofisye osnon yon Gad prizon genyen dwa tou pou rele nan leta nenpòt moun, òganizasyon, kòporasyon, ki, sou sèman, bay fo enfòmasyon kont ofisye sa yo. Genyen yon lwa nan Eta Florid la 112.533 (4) ki di ke : nenpòt moun ki enkli nan yon investigasyon ke Internal Affairs ap fè, ke se moun nan ki pote plent lan, ke se moun ke yo sispek la, ke se investigatè a, osnon temwen yo ,e ki ak tout konesans bay enfòmasyon sou sa ke yo jwenn nan investigasyon tankou idantite ofisye a sou ki ankèt la ap mennen an, sou ki jan de kesyon ki poze, sou ki jan de enfòmasyon ki bay, aksyon, demach kap fèt, dokiman ki bay avan plent lan, tout bagay sa yo sense vin piblik, konsa moun sa a koupab de yon enfraksyon de premye degre.

Non: _____ Dat: _____

Adrès: _____ Dat nesans ou: _____

Kote sa te pase: _____ Dat sa te pase: _____

Nimewo Telefòn: _____ Nimewo Ka w la: _____

Mwen, _____, sèman ke deklarasyon ke m fè a lekri a, se laverite e ryan ke laverite. Mwen admèt tou ke mwen konprann sa ki ekri nan paragraf anwo a, sou fo deklarasyon ki fèt sou sèman.

Inisyal _____

OPA LOCKA

POLICE DEPARTMENT

Police Department:	Opa Locka Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Yes. They are available 24 hours a day from dispatch or any sergeants.</i>
Is identification required to receive a complaint form?	<i>No</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Complaint forms are received in-person, mail and online.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Yes. They can come through Crimestoppers, FDLE or submitted online to the city.</i>
Can all employees of the department accept complaints?	<i>No. only supervisors</i>
Are complaint forms available in multiple languages?	<i>Yes</i>
Are translation services available to assist members of the public file a complaint?	<i>Yes</i>
Do complaint forms comply with ADA standards and best practices?	<i>Yes</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>The complainant can contact the department either verbally or in writing. The information is taken, and a complaint form is prepared.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Yes</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>No</i>

Police Department:	Opa Locka Police Department
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>No. Witnesses advocates and translators are encouraged.</i>
Is there a risk in making a complaint against a department employee?	No
Are all complaints investigated?	Yes
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Any evidence that that would help in the investigation of the complaint.</i>
Who reviews and/or investigates complaints?	<i>The Personnel Compliance Bureau</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Victim statement, witness statement, video surveillance, forensic evidence, interviews with anyone who could have information about the complaint.</i>
What happens when an investigation is initiated?	<i>The investigation is assigned to an investigator to conduct an investigation.</i>
Are all complaints given a case number?	Yes
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>The complainant will be contacted every 30 days with status updates.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Discipline, arbitration, hearing, criminal charges, unfounded, not sustained exonerated</i>
What happens when an investigation is concluded?	<i>The subject is notified and if necessary, the discipline review board is convened</i>

Police Department:	Opa Locka Police Department
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>A final report will be written. If the complainant wishes and it is not a violation of 2023 Florida Statutes Chapters 112 (Public Officers and Employees : General Provisions) and 119 (Public Records). They will be given a copy of the closed report.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>They are disciplined or charged criminally.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>The complaint is not sustained or unfounded.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>They can contact any outside agency they see fit to have the investigation reviewed. They have the option of hiring an attorney and initiating a lawsuit.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>(1) It is the policy of this state that all state, county, and municipal records are open for personal inspection and copying by any person. Providing access to public records is a duty of each agency.</i></p> <p><i>(2)(a) Automation of public records must not erode the right of access to those records. As each agency increases its use of and dependence on electronic recordkeeping, each agency must provide reasonable public access to records electronically maintained and must ensure that exempt or confidential records are not disclosed except as otherwise permitted by law.</i></p>

Police Department:	Opa Locka Police Department
	<p><i>(b) When designing or acquiring an electronic recordkeeping system, an agency must consider whether such system is capable of providing data in some common format such as, but not limited to, the American Standard Code for Information Interchange.</i></p> <p><i>(c) An agency may not enter into a contract for the creation or maintenance of a public records database if that contract impairs the ability of the public to inspect or copy the public records of the agency, including public records that are online or stored in an electronic recordkeeping system used by the agency.</i></p> <p><i>(d) Subject to the restrictions of copyright and trade secret laws and public records exemptions, agency use of proprietary software must not diminish the right of the public to inspect and copy a public record.</i></p> <p><i>(e) Providing access to public records by remote electronic means is an additional method of access that agencies should strive to provide to the extent feasible. If an agency provides access to public records by remote electronic means, such access should be provided in the most cost-effective and efficient manner available to the agency providing the information.</i></p> <p><i>(f) Each agency that maintains a public record in an electronic recordkeeping system shall provide to any person, pursuant to this chapter, a copy of any public record in that system which is not exempted by law from public disclosure. An agency must provide a copy of the record in the medium requested if the agency maintains the record in that medium, and the agency may charge a fee in accordance with this chapter.</i></p>

Police Department:	Opa Locka Police Department
	<p><i>For the purpose of satisfying a public records request, the fee to be charged by an agency if it elects to provide a copy of a public record in a medium not routinely used by the agency, or if it elects to compile information not routinely developed or maintained by the agency or that requires a substantial amount of manipulation or programming, must be in accordance with s. 119.07(4).</i></p> <p><i>(3) If public funds are expended by an agency in payment of dues or membership contributions for any person, corporation, foundation, trust, association, group, or other organization, all the financial, business, and membership records of that person, corporation, foundation, trust, association, group, or other organization which pertain to the public agency are public records and subject to the provisions of s. 119.07.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Within the 180-day requirement</i></p>

PALMETTO BAY POLICE DEPARTMENT

Police Department:	Palmetto Bay Police Department
<p>Please provide a copy of the complaint Form.</p>	<p><i>Attached.</i></p> <p><i>MDPD Professional Compliance Bureau (PCB)'s Pamphlet is available in English, Spanish & Creole. The Pamphlet provides: (a.) Telephone Contact Numbers; (b.) Overview of the Early Identification System; (c.) Director's Message; (d.) Overview of Complaints; (e.) Frequently Asked Questions & Answers; and (f.) Complaint Form.</i></p>
<p>Are complaint Forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?</p>	<p><i>The MDPD PCB's pamphlet contains a Complaint Form. The Pamphlets are available at every MDPD facility and digital copies are found online at www.miamidade.gov/global/police.</i></p> <p><i>MDPD advised that they are in the process of developing an on-line digital Complaint Form, which can be submitted electronically via the MDPD's website.</i></p>
<p>Is identification required to receive a complaint form?</p>	<p><i>No.</i></p>
<p>How are complaint Forms received? In-Person? Mail? Fax? Online? E-Mail?</p>	<p><i>Complaint Forms are received in person, by mail, fax, or by e-mail.</i></p>
<p>Are anonymous complaints accepted? If so, what is the process?</p>	<p><i>The MDPD accepts anonymous complaints, which may be received in person, by telephone, mail, fax, or e-mail.</i></p>

Police Department:	Palmetto Bay Police Department
<p>Can all employees of the department accept complaints?</p>	<p><i>A complaint will be recorded by a MDPD Supervisor who will determine the urgency for follow-up action. If the concerned employee's Supervisor is available at the time the complaint is received, they will personally respond and receive the information from the Complainant. If the concerned employee's Supervisor is not available, any Supervisor within that employee's element will respond and record the Complainant's information. If a Supervisor is not available to record the complaint, any Supervisor may authorize a non-supervisory employee to record the complaint. If a non-Supervisory employee records the complaint, a Supervisor will review the complaint to determine the urgency for follow-up action.</i></p>
<p>Are complaint forms available in multiple languages?</p>	<p><i>MDPD PCB pamphlets/complaint forms are available in English, Spanish, and Creole.</i></p>
<p>Are translation services available to assist members of the public file a complaint?</p>	<p><i>Supervisors have access to translation services to assist them with the receipt/processing of complaints, when necessary. The MDPD utilizes either staff personnel for translations or the services of a contracted translator vendor.</i></p>
<p>Do complaint forms comply with ADA standards and best practices?</p>	<p><i>MDPD PCB's pamphlets/complaint forms are ADA compliant. The pamphlets/complaint form follows best practices (it lists all the contact information for PCB & includes e-mail addresses). Additionally, the Pamphlet contains Frequently Asked Questions and Answers.</i></p>
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Complaints may be received in person, by telephone, mail, fax, or e-mail. Verbal complaints are accepted.</i></p>

Police Department:	Palmetto Bay Police Department
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p><i>The PCB pamphlet/complaint form does not require a signature. The Preliminary Complaint Form completed by a Supervisor or authorized designee provides a section for the Complainant to sign acknowledging the Complaint they are reporting; however, it is not required for the Complainant to sign.</i></p>
<p>Are Complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p>No.</p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>A Complainant may bring a representative or Counsel to be present during an interview to provide comfort and emotional support; however, if the representative or Counsel interfere with the interview they will be asked to leave, and the Complainant will be offered an MDPD Victim Advocate. The MDPD utilizes either staff personnel for translations or the services of a contracted translator vendor.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>The MDPD reports there is no risk, from making a complaint against an employee. All investigations are confidential and not subject to public records until officially closed.</i></p>
<p>Are all complaints investigated?</p>	<p><i>All complaints are investigated to the appropriate level determined. Complaints which are received by the department are investigated. Investigations may be conducted by Supervisors within the involved employee's entity of assignment or by the PCB, depending on the type/severity of the complaint.</i></p>

Police Department:	Palmetto Bay Police Department
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Any kind of evidence is helpful to the MDPD. Evidence is collected via e-mail, in-person, mail, fax, and online.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>Depending on the severity of the complaint, it will either be investigated at the District/Bureau level by a supervisor or as a formal investigation by the PCB. This varies based on how the complaint is classified. complaints which are minor in nature may be investigated and resolved at the District/Bureau level and at the discretion of the concerned commander. Complaints which are received by the PCB will be investigated by a PCB Supervisor and reviewed by PCB Command Staff to determine the appropriate method in which the complaint is handled (i.e., investigation to be conducted by the PCB/Internal Affairs Section or referral via Contact Report to the concerned employee's assigned District/Bureau).</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>When completing a formal investigation, any and all evidence which is available for collection is obtained and utilized in the investigation. All parties involved are interviewed, to include Departmental and non-Departmental individuals. Body Worn Camera footage of the incident is included in the investigative file, in addition to any other digital evidence located, to include any type of private video recordings.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>When an investigation is initiated by the PCB, all related evidence of the incident is collected, and all involved parties are interviewed. The investigation then follows the establish procedures to determine a disposition and then through a discipline process, if applicable.</i></p>

Police Department:	Palmetto Bay Police Department
<p>Are all complaints given a case number?</p>	<p><i>All complaints received by PCB are issued a case number. However, if a complaint is received by a Departmental District or Bureau and are resolved without the involvement of the PCB, they are not assigned a case number.</i></p>
<p>What notifications will the Complainant receive throughout the process? 30-day status reports?</p>	<p><i>During a formal investigation conducted by the MDPD PCB, a Complainant is sent several certified status letters in the form of an Originating, Interim, and Final Letters.</i></p> <p><i>The MDPD's PCB is working with the MDPD's Police Legal Bureau to create a mechanism and corresponding policies and procedures to govern the notification of Complainants in instances where the complaint is investigated other than through a formal MDPD PCB investigation.</i></p> <p><i>If a complaint is resolved at the District/Bureau level, it is generally resolved expeditiously, and Complainants are notified of the actions which will be taken to address their concerns upon receipt of the complaint; therefore, no further notifications/communications would be required. Complainants may also be notified of the outcome of their complaint by the means available to the investigating Supervisor, such as by phone or e-mail.</i></p>

Police Department:	Palmetto Bay Police Department
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>There are many potential outcomes to any complaint depending on the type of investigation that is conducted, whether it is a Supervisory investigation or a formal PCB investigation. An employee can receive informal counseling, Record of Counseling, Written Reprimand, Suspension, Demotion, or Dismissal. The employee has the right to appeal a Written Reprimand and above. There is an appeal process, which depends on the level of discipline administered. Additionally, depending on the circumstances surrounding the complaint and the results of the investigation, the employee may face criminal charges prior to the conclusion of the administrative investigation. All criminal violations are reviewed by the Miami-Dade State Attorney's Office for a filing decision.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>The case file will be routed through the proper channels for disposition, review, and signature based on the type of investigation conducted. Depending on the disposition, discipline is administered, as necessary. The Complaint Disposition will be classified as Not Sustained, Exonerated, or Unfounded, depending on the facts of the investigation, and no discipline will be issued. Once the review process is completed the case file is returned to PCB for closure and storage, at which point it becomes a public record.</i></p>

Police Department:	Palmetto Bay Police Department
<p>Will a final report be issued in response to the complaint? Format? Will the Complainant receive a copy?</p>	<p><i>The Complainant will be notified via certified letter that the investigation has been concluded with the disposition of the case. The letter outlines the process in which the Complainant can request a copy of the investigation. The Complainant may file a public records request to obtain a copy of their investigative case file.</i></p>
<p>What happens to a department employee if the person(s) is found to have acted improperly?</p>	<p><i>All sworn employees must have a Florida Department of Law Enforcement (FDLE) form Criminal Justice Standard Training Commission (CJSTC) 78 completed and added to the case file regardless of the disposition of the case. If allegations are sustained against employees, the employees Chain of Command will determine any discipline, if necessary, with advice from the Discipline Coordinator. Depending on the nature of the allegations as determined by FDLE, some files will be submitted to FDLE for review regarding the individuals State Certification. FDLE will decide if there is no further action required, suspension of the certification for a time determined by FDLE, or revocation of the certification.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>All complaints are memorialized in different formats depending on the allegations. If a complaint is disproven, it does not require further action; however, if it is not disproven or if it is proven, then it will follow the established procedure to determine a disposition and if appropriate the issuance of discipline.</i></p>

Police Department:	Palmetto Bay Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>A Complainant may express their dissatisfaction with the outcome of an investigation; however, MDPD cannot open a new investigation into actions that have already been investigated, unless significant new evidence is discovered. Pursuant to Florida Statutes (FSS) § 112.532, investigations against officers must be completed within "180 days after the date the agency receives notice of the allegation or complaint." The statute allows for the reopening of an investigation for an additional 90 days if significant new evidence has been discovered.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do Complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>The entire case file, to include the summary, statements, and official records are considered public records once a case has been closed.</i></p> <p><i>Anyone, including a Complainant, can request any records through a public records request.</i></p> <p><i>The MDPD follows the guideline established by FSS § 119.071, General Exemptions from Inspection or Copying of Public Records, which list what information is exempt from public records.</i></p> <p><i>*The attachment provides a full list of all exempt information.</i></p>

Police Department:	Palmetto Bay Police Department
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>The average case takes from 30 days to 6 months to complete once it is rendered administrative. Depending on the complexity of an investigation, the availability of witnesses, and the involvement of other agencies, such as the State Attorney's Office. Pursuant to FSS § 112.532, investigations against officers must be completed within "180 days after the date the agency receives notice of the allegation or complaint." The statute does list several circumstances in which a case can be tolled, thereby extending the completion deadline past 180 days.</i></p>

“Our complaint intake policies are those of MDPD, as we are an entity within MDPD.”

Early Identification System

The law enforcement profession requires a level of excellence which needs to be constantly monitored and reinforced in order to ensure the ongoing maintenance of high standards.

The Department has the responsibility to identify and assist employees that show symptoms of job stress and/or performance problems. For this purpose, the "Employee Profile" and "Early Identification System" were developed.

The Department maintains an Employee Profile for each employee. The profile contains a synopsis of every commendation, complaint, and use of force received. These profiles are reviewed by supervisors on a regular basis.

The Early Identification System was established to provide a systematic review of officers identified as having received two or more complaints and/or having been involved in three or more Use of Force incidents during a three-month period. The information is provided to the appropriate supervisors for review and corrective action if necessary.

Should you have a complaint against an employee of the Miami-Dade Police Department or would like to commend an employee, please contact the Professional Compliance Bureau at (305) 627-7100. For assistance during evening or weekend hours, your complaint or commendation will be accepted at any departmental facility.

Telephone Contact Numbers Miami-Dade Police Department



Professional Compliance Bureau

18805 N.W. 27 Avenue
Miami Gardens, FL 33056
Tel (305) 627-7100
Fax (305) 627-7130

District Stations

Northwest Station 5975 Miami Lakes Dr. East (305) 698-1300	South Station 10800 S.W. 211 Street (305) 378-4300	Airport Station Miami International Airport 4200 N.W. 21 Street (305) 876-7373
Northlake Station 799 N.W. 81 Street (305) 836-8601	Kendall Station 7707 S.W. 117 Ave. (305) 279-6929	Hammocks Station 10000 S.W. 142 Ave. (305) 383-6800
Midwest Station 9101 N.W. 25 Street (305) 471-2800	Intraoastal Station 15665 Biscayne Blvd. (305) 940-9980	

Municipal Cities

Town of Miami Lakes 6601 Main Street (305) 827-4020	Town of Cutler Bay 10720 Caribbean Boulevard, Suite 200 (305) 234-4237
Village of Palmetto Bay 9708 E. Hibiscus Street (305) 278-4000	



Miami-Dade County provides equal access and equal opportunity in employment and services and does not discriminate on the basis of disability. It is the policy of Miami-Dade County to comply with all of the requirements of the Americans with Disabilities Act.
114.013.040.130



"We must constantly strive for excellence"

Director's Message



The Miami-Dade Police Department (M.D.P.D.) is recognized as one of the finest law enforcement agencies in the nation. We are proud of the high quality of service we provide to the citizens of Miami-Dade County. To maintain this well deserved reputation, we must constantly strive for excellence.

It is essential that all allegations of police misconduct are thoroughly and objectively investigated to assure the public that official police misconduct will not be tolerated and, at the same time, provide a process whereby officers unjustly accused can be vindicated. The responsibility and authority for these investigations within the Miami-Dade Police Department are vested within the Professional Compliance Bureau, Internal Affairs Section.

Complaints

The Internal Affairs Section's major function is the receiving, processing, and investigation of complaints made against members of the Department. To ensure the public's trust and maintain the Department's integrity, the Bureau conducts immediate, objective, and thorough investigations of all complaints.

Frequently Asked Questions and Answers



Q. How do I file a complaint against an employee of the Miami-Dade Police Department?

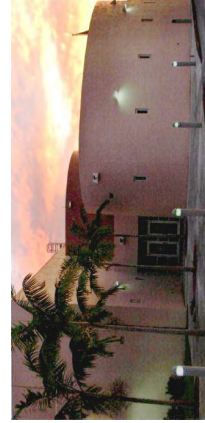
A. Complaints against any M.D.P.D. employee will be accepted at all departmental facilities, from any source, regardless of the location of the alleged occurrence. Anonymous complaints can be submitted via mail to:

Miami-Dade Police Department
Professional Compliance Bureau
18805 NW 27 Avenue
Miami Gardens, FL 33056-3154

Anonymous complaints may also be submitted via email to PCBinfo@mdpd.com, or faxed to (305) 627-7130.

Q. What happens to my complaint?

A. The complaint is documented on a Preliminary Complaint Report which is forwarded to the Professional Compliance Bureau. When received, the complaint is classified and assigned to an investigator of supervisory rank. Statements are taken from the complainant, all witnesses, and the subject employee(s). Upon completion, the case is reviewed and a disposition is made by departmental command-level supervisors.



Q. How long does it take the Professional Compliance Bureau to complete the investigation?

A. The average case takes from 30 days to 6 months to complete. This would depend on the complexity of the case, the availability of witnesses, and the involvement of other agencies, such as the State Attorney's Office.

Q. Will I be notified of the findings?

A. Yes. Both the complainant and the employee are notified when the investigation has been completed and are encouraged to contact the Professional Compliance Bureau to discuss the findings.

Q. Will I be able to see the completed case?

A. Yes. Under Florida's Public Records Law, all completed cases become public record and are available for inspection during normal business hours. The case files are kept at the Professional Compliance Bureau.

Q. Do other agencies investigate police misconduct?

A. Yes. The State Attorney's Office reviews all cases alleging criminal misconduct. The FBI and the U.S. Attorney's Office review allegations of civil rights violations.

MDPD Complaint Form

Name (Optional)

Address (Optional)

Telephone (Optional)

Involved MDPD Employee(s)

Please describe your complaint below and mail completed form to the Miami-Dade Police Department, Professional Compliance Bureau, 18805 N.W. 27th Avenue, Miami Gardens, FL 33056-3154. (Attach additional attachments as necessary)

El sistema de identificación temprana

La profesión policíaca requiere un nivel de excelencia que necesita monitoreo y respaldo constantes para garantizar un mantenimiento sin interrupciones de normas elevadas.

El Departamento tiene la responsabilidad de identificar y asistir a los empleados que muestren síntomas de estrés laboral o de problemas con el desempeño del trabajo. Con este fin, se han elaborado "el perfil del empleado" y "el sistema de identificación temprana".

El Departamento mantiene un perfil de cada empleado. El perfil contiene una sinopsis de toda felicitación, queja o uso de la fuerza que se reciba. Estos perfiles son examinados periódicamente por los supervisores.

El Sistema de Identificación Temprana fue establecido para proveer una revisión sistemática de los oficiales Identificados por haber recibido al menos dos quejas o haber estado Involucrados en tres incidentes o más en que se hizo uso de la fuerza en un período de tres meses. La información entonces se hace llegar a los supervisores indicados para su estudio e implementación de medidas correctivas, si fueran necesarias.

Si usted tiene una queja acerca de un empleado del Departamento de Policía de Miami-Dade o desea felicitar a algún empleado, sírvase contactar a la Oficina para el Cumplimiento.

Números telefónicos de los contactos Departamento de Policía de Miami-Dade



Oficina para el cumplimiento profesional

18805 N.W. 27 Avenue
Miami Gardens, FL 33056
Tel (305) 627-7100
Fax (305) 627-7130

District Stations

Northwest Station 5975 Miami Lakes Dr. East (305) 698-1300	South Station 10800 S.W. 211 Street (305) 378-4300	Airport Station Miami International Airport 4200 N.W. 21 Street (305) 876-7373
Northside Station 799 N.W. 81 Street (305) 836-8601	Kendall Station 7707 S.W. 117 Ave. (305) 279-6929	Hammocks Station 10000 S.W. 142 Ave. (305) 333-6800
Midwest Station 9101 N.W. 25 Street (305) 471-2800	Intraoceanal Station 15665 Biscayne Blvd. (305) 940-9980	

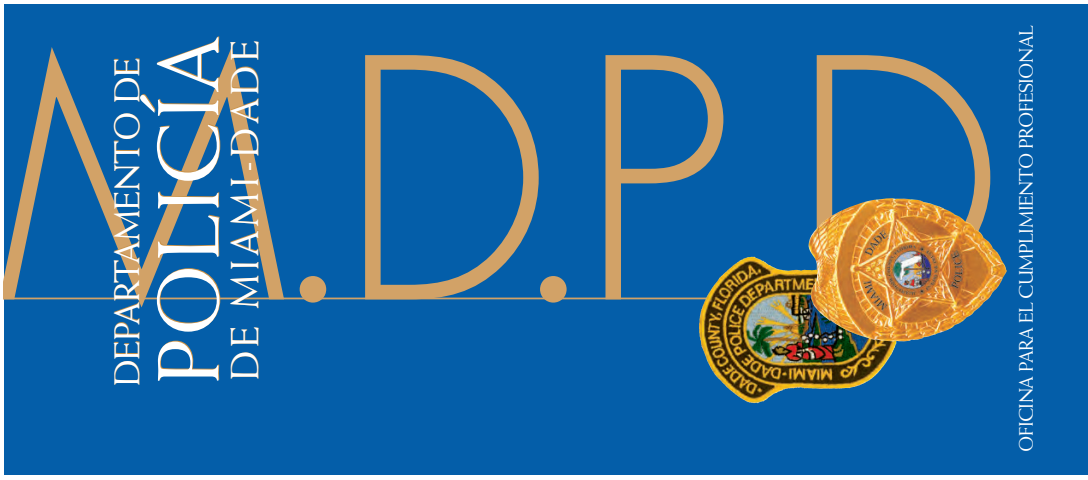
Ciudades Municipales

Town of Miami Lakes 6601 Main Street (305) 827-4020	Town of Cutler Bay 10720 Caribbean Boulevard, Suite 200 (305) 234-4237
Village of Palmetto Bay 9708 E. Hibiscus Street (305) 278-4000	



El condado de Miami-Dade provee igualdad de acceso, oportunidades de empleo y servicios, y no discrimina por razones de incapacidad. Es la norma de Miami-Dade County de cumplir con todos los requisitos de la ley "Americans with Disabilities Act".

14_01.88.920



OFICINA PARA EL CUMPLIMIENTO PROFESIONAL

Sistèm Idantifikasyon Davans

Pwofesyon fòsdebid yo egzijè yon ekselans ki mande pou yo monitè ak reyenfòse li konstanman pou asire li kenbe yon nivo de estanda de premyè kalite.

Depatman an genyen responsabilite pou li idantifye ak ede anplwaye ki demontre de sentòm de estrès nan travay la ak/oswa pwoblèm nan pefòmans yo nan travay la. Se poutèt sa, yo te devlope "Pwofil Anplwaye" ak "Sistèm Idantifikasyon Davans" la.

Depatman an genyen yon dosye Pwofil Anplwaye pou chak anplwaye. Dosye pwofil sa-a genyen ladan li yon rezime de chak meday ak eloj, plent oswa doleyans epi fè abi ekse fòs ki janm rapòte. Pwofil sa yo revize pa sipèvizè yo regilyèman.

Sistèm Idantifikasyon Davans la te etabli pou mete anplaz yon revizyon sistematik de ofisyè polis ki idantifye kòm ajan ki resewa de oswa plis plent ak/oswa patisipe nan twa oswa plis abi ekse fòs pandan yon peryòd de twa mwa. Enfòmasyon an ale jwenn sipèvizè responsab la pou revizyon epi pou pran desizyon nesè pou korije sa.

Si w ta genyen yon plent kont yon anplwaye Depatman Polis Miami-Dade oswa w ta renmen rekòmande yon anplwaye, tanpri kontakte biwo "Professional Compliance Bureau" nan (305) 627-7100. Pou jwenn èd nan lanmwit oswa pandan lè wikenn yo, nenpòt lokal depatman an va asepte plent w an oswa rekòmandasyon w an.

Nimewo Telefòn Kontak yo Depatman Polis Miami-Dade



Professional Compliance Bureau

18805 N.W. 27 Avenue
Miami Gardens, FL 33056
Tel (305) 627-7100
Fax (305) 627-7130

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Municipal Cities

Town of Miami Lakes 6601 Main Street (305) 827-4020	Town of Cutler Bay 10720 Caribbean Boulevard, Suite 200 (305) 234-4237
Village of Palmetto Bay 9708 E. Hibiscus Street (305) 278-4000	



Kontè Miami-Dade bay akè ak opòmite anplwa ak sèvis egal ogo epi li pa fè diskriminasyon kont moun ki enfim.
Se nan règleman Kontè Miami-Dade pou li kontòme ak tout règleman la lwa sou enfimite ki rele "Americans with Disabilities Act" la.

PL 01146 020



PROFESSIONAL COMPLIANCE BUREAU

"Se pou nou konstaman rechèche ekselans"

Mesaj Direktè an



Alfredo Ramirez III, Director

Depatman Polis Miami-Dade (M.D.P.D.) rekoni kòm youn nan pi bon ajans fòsdelòd nan nasyon an. Nou fyè de bon jan kalite sèvis nou bay sitwayen nou yo nan Konte Miami-Dade. Pou nou kapab kenbe bon jan reptasyon sa-a ke nou si tèlman merite an, se pou nou konstaman rechèche ekselans.

Li esansyèl ke tout prezime movèz kondwite ofisyèl lapolis pap tolere epi, an menm tan, mete anplas yon pwosesis kote ofisyè polis ki jwenn fò akizasyon enjis kapab revandike tèt yo. Responsabilite ak otorite pou investigasyon sa yo andedan Depatman Polis Miami-Dade la chita andedan biwo "Professional Compliance Bureau, Internal Affairs Section".

Plent yo

Seksyon sèvis entèn "Internal Affairs Section" genyen kòm premye repsonnabiltè li pou li resewa, trete, epi envestige plent ki fèt sou manm Depatman an. Pou asire konfyans piblik la epi kenbe entegrite Depatman an, Biwo an mennen de investigasyon apwofondi, rapid e objektif de tout plent yo.

Kestyon Moun Plis Poze ak Tout Repons yo

K. Kouman depeze yon plent kont yon anplwaye Depatman Polis Miami-Dade?

R. Tout lokal biwo depatman an va asereplent kont nenpòt anplwaye M.D.P.D., de nenpòt moun, san enpòtrans a kote ke ensidan an te prezime fèt la. Nou kapab soumèt plent anonim yo pa lapòs nan:

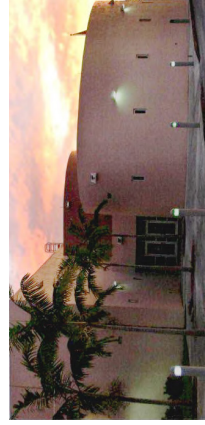
Miami-Dade Police Department

Professional Compliance Bureau
18805 NW 27 Avenue
Miami Gardens, FL 33056-3154

Plent anonim yo kapab soumèt pa i-mel a PCBinfo@mdp.d.com, oswa fakse nan (305) 627-7130.

K. Sa yo fè ak plent mwn an?

R. Yo dokimante plent mwen an nan Rapò Preliminè Plent la avan ke yo voye bay biwo "Professional Compliance Bureau". Lè yo resewa li, yo klase plent la epi emèt responsabilitè dosye an bay yon envestigatè nan ran sipèvizè yo. Yo pran deklarasyon nan men pleyen an, tout temwen yo, ak anplwaye an (yo) ki an kesyon an. Yon fwa ke yo fini, yo revize ka-a epi sipèvizè nivo kòmand depatman an pran yon desizyon.



K. Konbyen tan li pran Biwo "Compliance Bureau" pou li konplete envestigasyon an?

R. Dabitid ka nòmal yo pran de 30 jou ak 6 mwa pou yo konplete ak yo. Sa va depann de kompleksite ka-a, disponnabilite temwen yo, epi entplikasyon lòt ajans yo, tankou Biwo Avoka Eta-a.

K. Èske yap notifiye mwen de desizyon yo sou ka-a?

R. Wi, Yap notifiye ni pleyen ni anplwaye an yon fwa ke yo konplete envestigasyon an epi yo ankouraje yo kontakte biwo "Professional Compliance Bureau" la pou diskite sou desizyon an.

K. Èske map gen dwa wè dokimantasyon ka-a lè li konplete?

R. Wi, Dapre Lwa Sou Rejis Piblik Florid yo "Florida's Public Records Law", tout ka ki fin trete vini domèn piblik epi yo disponib pou moun enspekte yo pandan lè nòmal douchèti biwo yo. Se nan biwo "Professional Compliance Bureau" ke yo kenbe rejis ka yo.

K. Èske genyen lòt ajans ki envestige movèz kondwit polis?

R. Wi, Biwo Avoka Eta-a revize tout ka yo ki prezime sou movèz kondwit kriminel yo. Biwo FBI ak Biwo Avoka Zetazini revize tout prezime ka vyolasyon dwa komen yo.

MDPD Complaint Form Fòmilè Plent

Nom (Pa obligatwa)

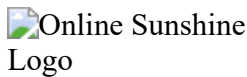
Adrès (Pa obligatwa)

Telefòn (Pa obligatwa)

MDPD Anplwaye (yo) enplik

Tanpri, deklè ensidan wap pote plent sou li an anba-la-a epi poste fòmilè an okonplè bay Biwo "Miami-Dade Police Department, Professional Compliance Bureau", 18805 N.W. 27th Avenue, Miami Gardens, FL 33056-3154.

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August 10, 2023

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The 2022 Florida Statutes (including 2022 Special Session A and 2023 Special Session B)

Title X

PUBLIC OFFICERS, EMPLOYEES, AND RECORDS

Chapter 119

PUBLIC RECORDS

View Entire Chapter

- [Florida Statutes](#)
 - [Search Statutes](#)
 - [Search Tips](#)
 - [Florida Constitution](#)
 - [Laws of Florida](#)
- 119.071 General exemptions from inspection or copying of public records.—
- (1) AGENCY ADMINISTRATION.—
- (a) Examination questions and answer sheets of examinations administered by a governmental agency for the purpose of licensure, certification, or employment are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. A person who has taken such an examination has the right to review his or her own completed examination.
- (b)1. For purposes of this paragraph, “competitive solicitation” means the process of requesting and receiving sealed bids, proposals, or replies in accordance with the terms of a competitive process, regardless of the method of procurement.
2. Sealed bids, proposals, or replies received by an agency pursuant to a competitive solicitation are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals, or final replies, whichever is earlier.
3. If an agency rejects all bids, proposals, or replies submitted in response to a competitive solicitation and the agency concurrently provides notice of its intent to reissue the competitive solicitation, the rejected bids, proposals, or replies remain exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision concerning the reissued competitive solicitation or until the agency withdraws the reissued competitive solicitation. A bid, proposal, or reply is not exempt for longer than 12 months after the initial agency notice rejecting all bids, proposals, or replies.
- (c) Any financial statement that an agency requires a prospective bidder to submit in order to prequalify for bidding or for responding to a proposal for a road or any other public works project is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (d)1. A public record that was prepared by an agency attorney (including an attorney employed or retained by the agency or employed or retained by another public officer or agency to protect or represent the interests of the agency having custody of the record) or prepared at the attorney’s express direction, that reflects a mental impression, conclusion, litigation strategy, or legal theory of the attorney or the agency, and that was prepared exclusively for civil or criminal litigation or for adversarial administrative proceedings, or that was prepared in anticipation of imminent civil or criminal litigation or imminent adversarial administrative proceedings, is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until the conclusion of the litigation or adversarial administrative proceedings. For purposes of capital collateral litigation as set forth in s. [27.7001](#), the Attorney General’s office is entitled to claim this exemption for those public records prepared for direct appeal as well as for all capital collateral litigation after direct appeal until execution of sentence or imposition of a life sentence.
2. This exemption is not waived by the release of such public record to another public employee or officer of the same agency or any person consulted by the agency attorney. When asserting the right to withhold a public record pursuant to this paragraph, the agency shall identify the potential parties to any such criminal or civil litigation or adversarial administrative proceedings. If a court finds that the document or other record has been improperly withheld under this paragraph, the party seeking access to such

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document or record shall be awarded reasonable attorney's fees and costs in addition to any other remedy ordered by the court.

(e) Any videotape or video signal that, under an agreement with an agency, is produced, made, or received by, or is in the custody of, a federally licensed radio or television station or its agent is exempt from s. [119.07\(1\)](#).

(f) Agency-produced data processing software that is sensitive is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. The designation of agency-produced software as sensitive does not prohibit an agency head from sharing or exchanging such software with another public agency.

(g)1. United States Census Bureau address information, including maps showing structure location points, agency records that verify addresses, and agency records that identify address errors or omissions, which is held by an agency pursuant to the Local Update of Census Addresses Program authorized under 13 U.S.C. s. 16, is confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

2. Such information may be released to another agency or governmental entity in the furtherance of its duties and responsibilities under the Local Update of Census Addresses Program.

3. An agency performing duties and responsibilities under the Local Update of Census Addresses Program shall have access to any other confidential or exempt information held by another agency if such access is necessary in order to perform its duties and responsibilities under the program.

4. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(2) AGENCY INVESTIGATIONS.—

(a) All criminal intelligence and criminal investigative information received by a criminal justice agency prior to January 25, 1979, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

(b) Whenever criminal intelligence information or criminal investigative information held by a non-Florida criminal justice agency is available to a Florida criminal justice agency only on a confidential or similarly restricted basis, the Florida criminal justice agency may obtain and use such information in accordance with the conditions imposed by the providing agency.

(c)1. Active criminal intelligence information and active criminal investigative information are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

2.a. A request made by a law enforcement agency to inspect or copy a public record that is in the custody of another agency and the custodian's response to the request, and any information that would identify whether a law enforcement agency has requested or received that public record are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, during the period in which the information constitutes active criminal intelligence information or active criminal investigative information.

b. The law enforcement agency that made the request to inspect or copy a public record shall give notice to the custodial agency when the criminal intelligence information or criminal investigative information is no longer active so that the request made by the law enforcement agency, the custodian's response to the request, and information that would identify whether the law enforcement agency had requested or received that public record are available to the public.

c. This exemption is remedial in nature, and it is the intent of the Legislature that the exemption be applied to requests for information received before, on, or after the effective date of this paragraph.

(d) Any information revealing surveillance techniques or procedures or personnel is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. Any comprehensive inventory of state and local law enforcement resources compiled pursuant to part I, chapter 23, and any comprehensive policies or plans compiled by a criminal justice agency pertaining to the mobilization, deployment, or tactical operations involved in responding to an emergency, as defined in s. [252.34](#), are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution and unavailable for inspection, except by personnel authorized by a state or local law enforcement agency, the office of the Governor, the Department of Legal Affairs, the Department of Law Enforcement, or the Division of Emergency Management as having an official need for access to the inventory or comprehensive policies or plans.

- (e) Any information revealing the substance of a confession of a person arrested is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, until such time as the criminal case is finally determined by adjudication, dismissal, or other final disposition.
- (f) Any information revealing the identity of a confidential informant or a confidential source is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (g)1. All complaints and other records in the custody of any agency which relate to a complaint of discrimination relating to race, color, religion, sex, national origin, age, handicap, or marital status in connection with hiring practices, position classifications, salary, benefits, discipline, discharge, employee performance, evaluation, or other related activities are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution until a finding is made relating to probable cause, the investigation of the complaint becomes inactive, or the complaint or other record is made part of the official record of any hearing or court proceeding.
- a. This exemption does not affect any function or activity of the Florida Commission on Human Relations.
- b. Any state or federal agency that is authorized to have access to such complaints or records by any provision of law shall be granted such access in the furtherance of such agency's statutory duties.
2. If an alleged victim chooses not to file a complaint and requests that records of the complaint remain confidential, all records relating to an allegation of employment discrimination are confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (h)1. The following criminal intelligence information or criminal investigative information is confidential and exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution:
- a. Any information that reveals the identity of the victim of the crime of child abuse as defined by chapter 827 or that reveals the identity of a person under the age of 18 who is the victim of the crime of human trafficking proscribed in s. [787.06\(3\)\(a\)](#).
- b. Any information that may reveal the identity of a person who is a victim of any sexual offense, including a sexual offense proscribed in s. [787.06\(3\)\(b\)](#), (d), (f), or (g), chapter 794, chapter 796, chapter 800, chapter 827, or chapter 847.
- c. A photograph, videotape, or image of any part of the body of the victim of a sexual offense prohibited under s. [787.06\(3\)\(b\)](#), (d), (f), or (g), chapter 794, chapter 796, chapter 800, s. [810.145](#), chapter 827, or chapter 847, regardless of whether the photograph, videotape, or image identifies the victim.
2. Criminal investigative information and criminal intelligence information made confidential and exempt under this paragraph may be disclosed by a law enforcement agency:
- a. In the furtherance of its official duties and responsibilities.
- b. For print, publication, or broadcast if the law enforcement agency determines that such release would assist in locating or identifying a person that such agency believes to be missing or endangered. The information provided should be limited to that needed to identify or locate the victim and not include the sexual nature of the offense committed against the person.
- c. To another governmental agency in the furtherance of its official duties and responsibilities.
3. This exemption applies to such confidential and exempt criminal intelligence information or criminal investigative information held by a law enforcement agency before, on, or after the effective date of the exemption.
- (i) Any criminal intelligence information or criminal investigative information that reveals the personal assets of the victim of a crime, other than property stolen or destroyed during the commission of the crime, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- (j)1. Any document that reveals the identity, home or employment telephone number, home or employment address, or personal assets of the victim of a crime and identifies that person as the victim of a crime, which document is received by any agency that regularly receives information from or concerning the victims of crime, is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. Any information not otherwise held confidential or exempt from s. [119.07\(1\)](#) which reveals the home or employment telephone number, home or employment address, or personal assets of a person who has been the victim of sexual battery, aggravated child abuse, aggravated stalking, harassment, aggravated battery, or domestic violence is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution, upon written request by the victim, which must

include official verification that an applicable crime has occurred. Such information shall cease to be exempt 5 years after the receipt of the written request. Any state or federal agency that is authorized to have access to such documents by any provision of law shall be granted such access in the furtherance of such agency's statutory duties, notwithstanding this section.

2.a. Any information in a videotaped statement of a minor who is alleged to be or who is a victim of sexual battery, lewd acts, or other sexual misconduct proscribed in chapter 800 or in s. [794.011](#), s. [827.071](#), s. [847.012](#), s. [847.0125](#), s. [847.013](#), s. [847.0133](#), or s. [847.0145](#), which reveals that minor's identity, including, but not limited to, the minor's face; the minor's home, school, church, or employment telephone number; the minor's home, school, church, or employment address; the name of the minor's school, church, or place of employment; or the personal assets of the minor; and which identifies that minor as the victim of a crime described in this subparagraph, held by a law enforcement agency, is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. Any governmental agency that is authorized to have access to such statements by any provision of law shall be granted such access in the furtherance of the agency's statutory duties, notwithstanding the provisions of this section.

b. A public employee or officer who has access to a videotaped statement of a minor who is alleged to be or who is a victim of sexual battery, lewd acts, or other sexual misconduct proscribed in chapter 800 or in s. [794.011](#), s. [827.071](#), s. [847.012](#), s. [847.0125](#), s. [847.013](#), s. [847.0133](#), or s. [847.0145](#) may not willfully and knowingly disclose videotaped information that reveals the minor's identity to a person who is not assisting in the investigation or prosecution of the alleged offense or to any person other than the defendant, the defendant's attorney, or a person specified in an order entered by the court having jurisdiction of the alleged offense. A person who violates this provision commits a misdemeanor of the first degree, punishable as provided in s. [775.082](#) or s. [775.083](#).

(k) A complaint of misconduct filed with an agency against an agency employee and all information obtained pursuant to an investigation by the agency of the complaint of misconduct is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution until the investigation ceases to be active, or until the agency provides written notice to the employee who is the subject of the complaint, either personally or by mail, that the agency has either:

1. Concluded the investigation with a finding not to proceed with disciplinary action or file charges; or
2. Concluded the investigation with a finding to proceed with disciplinary action or file charges.

(l)1. As used in this paragraph, the term:

- a. "Body camera" means a portable electronic recording device that is worn on a law enforcement officer's body and that records audio and video data in the course of the officer performing his or her official duties and responsibilities.
- b. "Law enforcement officer" has the same meaning as provided in s. [943.10](#).
- c. "Personal representative" means a parent, a court-appointed guardian, an attorney, or an agent of, or a person holding a power of attorney for, a person recorded by a body camera. If a person depicted in the recording is deceased, the term also means the personal representative of the estate of the deceased person; the deceased person's surviving spouse, parent, or adult child; the deceased person's attorney or agent; or the parent or guardian of a surviving minor child of the deceased. An agent must possess written authorization of the recorded person to act on his or her behalf.

2. A body camera recording, or a portion thereof, is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if the recording:

- a. Is taken within the interior of a private residence;
 - b. Is taken within the interior of a facility that offers health care, mental health care, or social services; or
 - c. Is taken in a place that a reasonable person would expect to be private.
3. Notwithstanding subparagraph 2., a body camera recording, or a portion thereof, may be disclosed by a law enforcement agency:
- a. In furtherance of its official duties and responsibilities; or
 - b. To another governmental agency in the furtherance of its official duties and responsibilities.
4. Notwithstanding subparagraph 2., a body camera recording, or a portion thereof, shall be disclosed by a law enforcement agency:

- a. To a person recorded by a body camera; however, a law enforcement agency may disclose only those portions that are relevant to the person's presence in the recording;
- b. To the personal representative of a person recorded by a body camera; however, a law enforcement agency may disclose only those portions that are relevant to the represented person's presence in the recording;
- c. To a person not depicted in a body camera recording if the recording depicts a place in which the person lawfully resided, dwelled, or lodged at the time of the recording; however, a law enforcement agency may disclose only those portions that record the interior of such a place.
- d. Pursuant to a court order.
 - (I) In addition to any other grounds the court may consider in determining whether to order that a body camera recording be disclosed, the court shall consider whether:
 - (A) Disclosure is necessary to advance a compelling interest;
 - (B) The recording contains information that is otherwise exempt or confidential and exempt under the law;
 - (C) The person requesting disclosure is seeking to obtain evidence to determine legal issues in a case in which the person is a party;
 - (D) Disclosure would reveal information regarding a person that is of a highly sensitive personal nature;
 - (E) Disclosure may harm the reputation or jeopardize the safety of a person depicted in the recording;
 - (F) Confidentiality is necessary to prevent a serious and imminent threat to the fair, impartial, and orderly administration of justice;
 - (G) The recording could be redacted to protect privacy interests; and
 - (H) There is good cause to disclose all or portions of a recording.
 - (II) In any proceeding regarding the disclosure of a body camera recording, the law enforcement agency that made the recording shall be given reasonable notice of hearings and shall be given an opportunity to participate.
5. A law enforcement agency must retain a body camera recording for at least 90 days.
6. The exemption provided in subparagraph 2. applies retroactively.
7. This exemption does not supersede any other public records exemption that existed before or is created after the effective date of this exemption. Those portions of a recording which are protected from disclosure by another public records exemption shall continue to be exempt or confidential and exempt.
 - (m) Criminal intelligence information or criminal investigative information that reveals the personal identifying information of a witness to a murder, as described in s. [782.04](#), is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution for 2 years after the date on which the murder is observed by the witness. A criminal justice agency may disclose such information:
 1. In the furtherance of its official duties and responsibilities.
 2. To assist in locating or identifying the witness if the agency believes the witness to be missing or endangered.
 3. To another governmental agency for use in the performance of its official duties and responsibilities.
 4. To the parties in a pending criminal prosecution as required by law.
 - (n) Personal identifying information of the alleged victim in an allegation of sexual harassment or the victim of sexual harassment is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if such information identifies that person as an alleged victim or as a victim of sexual harassment. Confidentiality may be waived in writing by the alleged victim or the victim. Such information may be disclosed to another governmental entity in the furtherance of its official duties and responsibilities. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal through reenactment by the Legislature.
 - (o) The address of a victim of an incident of mass violence is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. For purposes of this paragraph, the term "incident of mass violence" means an incident in which four or more people, not including the perpetrator, are severely injured or killed by an intentional and indiscriminate act of violence of another. For purposes of this paragraph, the term "victim" means a person killed or injured during an incident of mass violence, not including the perpetrator. This paragraph is subject to the Open Government Sunset Review Act in accordance with s.

[119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(p)1. As used in this paragraph, the term:

a. "Killing of a law enforcement officer who was acting in accordance with his or her official duties" means all acts or events that cause or otherwise relate to the death of a law enforcement officer who was acting in accordance with his or her official duties, including any related acts or events immediately preceding or subsequent to the acts or events that were the proximate cause of death.

b. "Killing of a victim of mass violence" means events that depict either a victim being killed or the body of a victim killed in an incident in which three or more persons, not including the perpetrator, are killed by the perpetrator of an intentional act of violence.

2. A photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution, except that a surviving spouse of the decedent may view and copy any such photograph or video recording or listen to or copy any such audio recording. If there is no surviving spouse, the surviving parents shall have access to such records. If there is no surviving spouse or parent, the adult children shall have access to such records. Nothing in this paragraph precludes a surviving spouse, parent, or adult child of the victim from sharing or publicly releasing such photograph or video or audio recording.

3.a. The deceased's surviving relative, with whom authority rests to obtain such records, may designate in writing an agent to obtain such records.

b. A local governmental entity, or a state or federal agency, in furtherance of its official duties, pursuant to a written request, may view or copy a photograph or video recording or may listen to or copy an audio recording of the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, and, unless otherwise required in the performance of its duties, the identity of the deceased shall remain confidential and exempt.

c. The custodian of the record, or his or her designee, may not permit any other person to view or copy such photograph or video recording or listen to or copy such audio recording without a court order.

4.a. The court, upon a showing of good cause, may issue an order authorizing any person to view or copy a photograph or video recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, or to listen to or copy an audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, and may prescribe any restrictions or stipulations that the court deems appropriate.

b. In determining good cause, the court shall consider:

(I) Whether such disclosure is necessary for the public evaluation of governmental performance;

(II) The seriousness of the intrusion into the family's right to privacy and whether such disclosure is the least intrusive means available; and

(III) The availability of similar information in other public records, regardless of form.

c. In all cases, the viewing, copying, listening to, or other handling of a photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence must be under the direct supervision of the custodian of the record or his or her designee.

5. A surviving spouse shall be given reasonable notice of a petition filed with the court to view or copy a photograph or video recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, or to listen to or copy any such audio recording, a copy of such petition, and reasonable notice of the opportunity to be present and heard at any hearing on the matter. If there is no surviving spouse, such notice must be given to the parents of the deceased and, if the deceased has no surviving parent, to the adult children of the deceased.

6.a. Any custodian of a photograph or video or audio recording that depicts or records the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence who willfully and knowingly violates this

paragraph commits a felony of the third degree, punishable as provided in s. [775.082](#), s. [775.083](#), or s. [775.084](#).

b. Any person who willfully and knowingly violates a court order issued pursuant to this paragraph commits a felony of the third degree, punishable as provided in s. [775.082](#), s. [775.083](#), or s. [775.084](#).

c. A criminal or administrative proceeding is exempt from this paragraph but, unless otherwise exempted, is subject to all other provisions of chapter 119; however, this paragraph does not prohibit a court in a criminal or administrative proceeding upon good cause shown from restricting or otherwise controlling the disclosure of a killing, crime scene, or similar photograph or video or audio recording in the manner prescribed in this paragraph.

7. The exemption in this paragraph shall be given retroactive application and shall apply to all photographs or video or audio recordings that depict or record the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence, regardless of whether the killing of the person occurred before, on, or after May 23, 2019. However, nothing in this paragraph is intended to, nor may be construed to, overturn or abrogate or alter any existing orders duly entered into by any court of this state, as of the effective date of this act, which restrict or limit access to any photographs or video or audio recordings that depict or record the killing of a law enforcement officer who was acting in accordance with his or her official duties or the killing of a victim of mass violence.

8. This paragraph applies only to such photographs and video and audio recordings held by an agency.

9. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2024, unless reviewed and saved from repeal through reenactment by the Legislature.

(q)1. As used in this paragraph, the term:

a. "Conviction integrity unit" means a unit within a state attorney's office established for the purpose of reviewing plausible claims of actual innocence.

b. "Conviction integrity unit reinvestigation information" means information or materials generated during a new investigation by a conviction integrity unit following the unit's formal written acceptance of an applicant's case. The term does not include:

(I) Information, materials, or records generated by a state attorney's office during an investigation done for the purpose of responding to motions made pursuant to Rule 3.800, Rule 3.850, or Rule 3.853, Florida Rules of Criminal Procedure, or any other collateral proceeding.

(II) Petitions by applicants to the conviction integrity unit.

(III) Criminal investigative information generated before the commencement of a conviction integrity unit investigation which is not otherwise exempt from this section.

2. Conviction integrity unit reinvestigation information is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution for a reasonable period of time during an active, ongoing, and good faith investigation of a claim of actual innocence in a case that previously resulted in the conviction of the accused person and until the claim is no longer capable of further investigation. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2026, unless reviewed and saved from repeal through reenactment by the Legislature.

(3) SECURITY AND FIRESAFETY.—

(a)1. As used in this paragraph, the term "security or firesafety system plan" includes all:

a. Records, information, photographs, audio and visual presentations, schematic diagrams, surveys, recommendations, or consultations or portions thereof relating directly to the physical security or firesafety of the facility or revealing security or firesafety systems;

b. Threat assessments conducted by any agency or any private entity;

c. Threat response plans;

d. Emergency evacuation plans;

e. Sheltering arrangements; or

f. Manuals for security or firesafety personnel, emergency equipment, or security or firesafety training.

2. A security or firesafety system plan or portion thereof for:

a. Any property owned by or leased to the state or any of its political subdivisions; or

b. Any privately owned or leased property

held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption is remedial in nature, and it is the intent of the Legislature that this exemption apply to security or firesafety system plans held by an agency before, on, or after the effective date of this paragraph. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

3. Information made confidential and exempt by this paragraph may be disclosed:

- a. To the property owner or leaseholder;
- b. In furtherance of the official duties and responsibilities of the agency holding the information;
- c. To another local, state, or federal agency in furtherance of that agency's official duties and responsibilities; or
- d. Upon a showing of good cause before a court of competent jurisdiction.

(b)1. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout and structural elements of a building, arena, stadium, water treatment facility, or other structure owned or operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout and structural elements of a building, arena, stadium, water treatment facility, or other structure owned or operated by an agency before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed:

- a. To another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities;
- b. To a licensed architect, engineer, or contractor who is performing work on or related to the building, arena, stadium, water treatment facility, or other structure owned or operated by an agency; or
- c. Upon a showing of good cause before a court of competent jurisdiction.

4. The entities or persons receiving such information shall maintain the exempt status of the information.

(c)1. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout or structural elements of an attractions and recreation facility, entertainment or resort complex, industrial complex, retail and service development, office development, health care facility, or hotel or motel development, which records are held by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to any such records held by an agency before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed to another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities; to the owner or owners of the structure in question or the owner's legal representative; or upon a showing of good cause before a court of competent jurisdiction.

4. This paragraph does not apply to comprehensive plans or site plans, or amendments thereto, which are submitted for approval or which have been approved under local land development regulations, local zoning regulations, or development-of-regional-impact review.

5. As used in this paragraph, the term:

a. "Attractions and recreation facility" means any sports, entertainment, amusement, or recreation facility, including, but not limited to, a sports arena, stadium, racetrack, tourist attraction, amusement park, or pari-mutuel facility that:

(I) For single-performance facilities:

- (A) Provides single-performance facilities; or
- (B) Provides more than 10,000 permanent seats for spectators.

(II) For serial-performance facilities:

- (A) Provides parking spaces for more than 1,000 motor vehicles; or
- (B) Provides more than 4,000 permanent seats for spectators.

b. "Entertainment or resort complex" means a theme park comprised of at least 25 acres of land with permanent exhibitions and a variety of recreational activities, which has at least 1 million visitors annually who pay admission fees thereto, together with any lodging,

dining, and recreational facilities located adjacent to, contiguous to, or in close proximity to the theme park, as long as the owners or operators of the theme park, or a parent or related company or subsidiary thereof, has an equity interest in the lodging, dining, or recreational facilities or is in privity therewith. Close proximity includes an area within a 5-mile radius of the theme park complex.

c. "Industrial complex" means any industrial, manufacturing, processing, distribution, warehousing, or wholesale facility or plant, as well as accessory uses and structures, under common ownership that:

(I) Provides onsite parking for more than 250 motor vehicles;

(II) Encompasses 500,000 square feet or more of gross floor area; or

(III) Occupies a site of 100 acres or more, but excluding wholesale facilities or plants that primarily serve or deal onsite with the general public.

d. "Retail and service development" means any retail, service, or wholesale business establishment or group of establishments which deals primarily with the general public onsite and is operated under one common property ownership, development plan, or management that:

(I) Encompasses more than 400,000 square feet of gross floor area; or

(II) Provides parking spaces for more than 2,500 motor vehicles.

e. "Office development" means any office building or park operated under common ownership, development plan, or management that encompasses 300,000 or more square feet of gross floor area.

f. "Health care facility" means a hospital, ambulatory surgical center, nursing home, hospice, or intermediate care facility for the developmentally disabled.

g. "Hotel or motel development" means any hotel or motel development that accommodates 350 or more units.

6. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(d)1. Information relating to the Nationwide Public Safety Broadband Network established pursuant to 47 U.S.C. ss. 1401 et seq., held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if release of such information would reveal:

a. The design, development, construction, deployment, and operation of network facilities;

b. Network coverage, including geographical maps indicating actual or proposed locations of network infrastructure or facilities;

c. The features, functions, and capabilities of network infrastructure and facilities;

d. The features, functions, and capabilities of network services provided to first responders, as defined in s. [112.1815](#), and other network users;

e. The design, features, functions, and capabilities of network devices provided to first responders and other network users; or

f. Security, including cybersecurity, of the design, construction, and operation of the network and associated services and products.

2. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.

(e)1.a. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the structural elements of 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio communication services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

b. Geographical maps indicating the actual or proposed locations of 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency are exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. This exemption applies to building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the structural elements of 911, E911, or public safety radio communication system infrastructure or other 911, E911, or public safety radio communication structures or facilities owned and

operated by an agency, and geographical maps indicating actual or proposed locations of 911, E911, or public safety radio communication system infrastructure or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency, before, on, or after the effective date of this act.

3. Information made exempt by this paragraph may be disclosed:

- a. To another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities;
- b. To a licensed architect, engineer, or contractor who is performing work on or related to the 911, E911, or public safety radio communication system infrastructure, including towers, antennae, equipment or facilities used to provide 911, E911, or public safety radio communication services, or other 911, E911, or public safety radio communication structures or facilities owned and operated by an agency; or
- c. Upon a showing of good cause before a court of competent jurisdiction.

4. The entities or persons receiving such information must maintain the exempt status of the information.

5. For purposes of this paragraph, the term "public safety radio" is defined as the means of communication between and among 911 public safety answering points, dispatchers, and first responder agencies using those portions of the radio frequency spectrum designated by the Federal Communications Commission under 47 C.F.R. part 90 for public safety purposes.

6. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2025, unless reviewed and saved from repeal through reenactment by the Legislature.

(4) AGENCY PERSONNEL INFORMATION.—

(a)1. The social security numbers of all current and former agency employees which are held by the employing agency are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

2. The social security numbers of current and former agency employees may be disclosed by the employing agency:

- a. If disclosure of the social security number is expressly required by federal or state law or a court order.
- b. To another agency or governmental entity if disclosure of the social security number is necessary for the receiving agency or entity to perform its duties and responsibilities.
- c. If the current or former agency employee expressly consents in writing to the disclosure of his or her social security number.

(b)1. Medical information pertaining to a prospective, current, or former officer or employee of an agency which, if disclosed, would identify that officer or employee is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. However, such information may be disclosed if the person to whom the information pertains or the person's legal representative provides written permission or pursuant to court order.

2.a. Personal identifying information of a dependent child of a current or former officer or employee of an agency, which dependent child is insured by an agency group insurance plan, is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. For purposes of this exemption, "dependent child" has the same meaning as in s. [409.2554](#).

b. This exemption is remedial in nature and applies to such personal identifying information held by an agency before, on, or after the effective date of this exemption.

(c) Any information revealing undercover personnel of any criminal justice agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.

(d)1. For purposes of this paragraph, the term:

a. "Home addresses" means the dwelling location at which an individual resides and includes the physical address, mailing address, street address, parcel identification number, plot identification number, legal property description, neighborhood name and lot number, GPS coordinates, and any other descriptive property information that may reveal the home address.

b. "Telephone numbers" includes home telephone numbers, personal cellular telephone numbers, personal pager telephone numbers, and telephone numbers associated with personal communications devices.

2.a. The home addresses, telephone numbers, dates of birth, and photographs of active or former sworn law enforcement personnel or of active or former civilian personnel employed by a law enforcement agency, including correctional and correctional probation officers, personnel of the Department of Children and Families whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities,

- personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect, and personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- b. The home addresses, telephone numbers, dates of birth, and photographs of current or former nonsworn investigative personnel of the Department of Financial Services whose duties include the investigation of fraud, theft, workers' compensation coverage requirements and compliance, other related criminal activities, or state regulatory requirement violations; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- c. The home addresses, telephone numbers, dates of birth, and photographs of current or former nonsworn investigative personnel of the Office of Financial Regulation's Bureau of Financial Investigations whose duties include the investigation of fraud, theft, other related criminal activities, or state regulatory requirement violations; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- d. The home addresses, telephone numbers, dates of birth, and photographs of current or former firefighters certified in compliance with s. [633.408](#); the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such firefighters; and the names and locations of schools and day care facilities attended by the children of such firefighters are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- e. The home addresses, dates of birth, and telephone numbers of current or former justices of the Supreme Court, district court of appeal judges, circuit court judges, and county court judges; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former justices and judges; and the names and locations of schools and day care facilities attended by the children of current or former justices and judges are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- f. The home addresses, telephone numbers, dates of birth, and photographs of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; and the names and locations of schools and day care facilities attended by the children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- g. The home addresses, dates of birth, and telephone numbers of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; and the names and locations of schools and day care facilities attended by the children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- h. The home addresses, telephone numbers, dates of birth, and photographs of current or former human resource, labor relations, or employee relations directors, assistant directors, managers, or assistant managers of any local government agency or water management district whose duties include hiring and firing employees, labor contract negotiation, administration, or other personnel-related duties; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses

and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

i. The home addresses, telephone numbers, dates of birth, and photographs of current or former code enforcement officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

j. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former guardians ad litem, as defined in s. [39.820](#); the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such persons; and the names and locations of schools and day care facilities attended by the children of such persons are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

k. The home addresses, telephone numbers, dates of birth, and photographs of current or former juvenile probation officers, juvenile probation supervisors, detention superintendents, assistant detention superintendents, juvenile justice detention officers I and II, juvenile justice detention officer supervisors, juvenile justice residential officers, juvenile justice residential officer supervisors I and II, juvenile justice counselors, juvenile justice counselor supervisors, human services counselor administrators, senior human services counselor administrators, rehabilitation therapists, and social services counselors of the Department of Juvenile Justice; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

l. The home addresses, telephone numbers, dates of birth, and photographs of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; and the names and locations of schools and day care facilities attended by the children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

m. The home addresses, telephone numbers, dates of birth, and photographs of current or former investigators or inspectors of the Department of Business and Professional Regulation; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such current or former investigators and inspectors; and the names and locations of schools and day care facilities attended by the children of such current or former investigators and inspectors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

n. The home addresses, telephone numbers, and dates of birth of county tax collectors; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such tax collectors; and the names and locations of schools and day care facilities attended by the children of such tax collectors are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

o. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel of the Department of Health whose duties include, or result in, the determination or adjudication of eligibility for social security disability benefits, the investigation or prosecution of complaints filed against health care practitioners, or the inspection of health care practitioners or health care facilities licensed by the Department of Health; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.

p. The home addresses, telephone numbers, dates of birth, and photographs of current or former impaired practitioner consultants who are retained by an agency or current or former employees of an impaired practitioner consultant whose duties result in a determination of a person's skill and safety to practice a licensed profession; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such consultants or their employees; and the names and locations

- of schools and day care facilities attended by the children of such consultants or employees are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- q. The home addresses, telephone numbers, dates of birth, and photographs of current or former emergency medical technicians or paramedics certified under chapter 401; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such emergency medical technicians or paramedics; and the names and locations of schools and day care facilities attended by the children of such emergency medical technicians or paramedics are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- r. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel employed in an agency's office of inspector general or internal audit department whose duties include auditing or investigating waste, fraud, abuse, theft, exploitation, or other activities that could lead to criminal prosecution or administrative discipline; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- s. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, nurses, and clinical employees of an addiction treatment facility; the home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. For purposes of this sub-subparagraph, the term "addiction treatment facility" means a county government, or agency thereof, that is licensed pursuant to s. [397.401](#) and provides substance abuse prevention, intervention, or clinical treatment, including any licensed service component described in s. [397.311\(26\)](#).
- t. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, and clinical employees of a child advocacy center that meets the standards of s. [39.3035\(2\)](#) and fulfills the screening requirement of s. [39.3035\(3\)](#), and the members of a Child Protection Team as described in s. [39.303](#) whose duties include supporting the investigation of child abuse or sexual abuse, child abandonment, child neglect, and child exploitation or to provide services as part of a multidisciplinary case review team; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel and members; and the names and locations of schools and day care facilities attended by the children of such personnel and members are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
- u. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former staff and domestic violence advocates, as defined in s. [90.5036\(1\)\(b\)](#), of domestic violence centers certified by the Department of Children and Families under chapter 39; the names, home addresses, telephone numbers, places of employment, dates of birth, and photographs of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
3. An agency that is the custodian of the information specified in subparagraph 2. and that is not the employer of the officer, employee, justice, judge, or other person specified in subparagraph 2. must maintain the exempt status of that information only if the officer, employee, justice, judge, other person, or employing agency of the designated employee submits a written and notarized request for maintenance of the exemption to the custodial agency. The request must state under oath the statutory basis for the individual's exemption request and confirm the individual's status as a party eligible for exempt status.
- 4.a. A county property appraiser, as defined in s. [192.001\(3\)](#), or a county tax collector, as defined in s. [192.001\(4\)](#), who receives a written and notarized request for maintenance of the exemption pursuant to subparagraph 3. must comply by removing the name of the individual with exempt status and the instrument number or Official Records book and page number identifying the property with the exempt status from all publicly available records maintained by the property appraiser or tax collector. For written requests received on or before July 1, 2021, a county property appraiser or county tax collector must comply with this sub-subparagraph by October 1, 2021. A county property appraiser or county tax collector may not remove the street address, legal description, or other information

identifying real property within the agency's records so long as a name or personal information otherwise exempt from inspection and copying pursuant to this section are not associated with the property or otherwise displayed in the public records of the agency.

b. Any information restricted from public display, inspection, or copying under sub-subparagraph a. must be provided to the individual whose information was removed.

5. An officer, an employee, a justice, a judge, or other person specified in subparagraph 2. may submit a written request for the release of his or her exempt information to the custodial agency. The written request must be notarized and must specify the information to be released and the party authorized to receive the information. Upon receipt of the written request, the custodial agency must release the specified information to the party authorized to receive such information.

6. The exemptions in this paragraph apply to information held by an agency before, on, or after the effective date of the exemption.

7. Information made exempt under this paragraph may be disclosed pursuant to s. [28.2221](#) to a title insurer authorized pursuant to s. [624.401](#) and its affiliates as defined in s. [624.10](#); a title insurance agent or title insurance agency as defined in s. [626.841](#)(1) or (2), respectively; or an attorney duly admitted to practice law in this state and in good standing with The Florida Bar.

8. The exempt status of a home address contained in the Official Records is maintained only during the period when a protected party resides at the dwelling location. Upon conveyance of real property after October 1, 2021, and when such real property no longer constitutes a protected party's home address as defined in sub-subparagraph 1.a., the protected party must submit a written request to release the removed information to the county recorder. The written request to release the removed information must be notarized, must confirm that a protected party's request for release is pursuant to a conveyance of his or her dwelling location, and must specify the Official Records book and page, instrument number, or clerk's file number for each document containing the information to be released.

9. Upon the death of a protected party as verified by a certified copy of a death certificate or court order, any party can request the county recorder to release a protected decedent's removed information unless there is a related request on file with the county recorder for continued removal of the decedent's information or unless such removal is otherwise prohibited by statute or by court order. The written request to release the removed information upon the death of a protected party must attach the certified copy of a death certificate or court order and must be notarized, must confirm the request for release is due to the death of a protected party, and must specify the Official Records book and page number, instrument number, or clerk's file number for each document containing the information to be released. A fee may not be charged for the release of any document pursuant to such request.

10. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2024, unless reviewed and saved from repeal through reenactment by the Legislature.

(e)1. As used in this paragraph, the term "law enforcement geolocation information" means information collected using a global positioning system or another mapping, locational, or directional information system that allows tracking of the location or movement of a law enforcement officer or a law enforcement vehicle.

2. Law enforcement geolocation information held by a law enforcement agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to such information held by an agency before, on, or after the effective date of the exemption. This exemption does not apply to uniform traffic citations, crash reports, homicide reports, arrest reports, incident reports, or any other official reports issued by an agency which contain law enforcement geolocation information.

3. A law enforcement agency shall disclose law enforcement geolocation information in the following instances:

a. Upon a request from a state or federal law enforcement agency;

b. When a person files a petition with the circuit court in the jurisdiction where the agency having custody of the requested law enforcement geolocation information is located specifying the reasons for requesting such information and the court, upon a showing of good cause, issues an order authorizing the release of the law enforcement geolocation information. In all cases in which the court releases law enforcement geolocation information under this sub-subparagraph, such information must be viewed or

copied under the direct supervision of the custodian of the record or his or her designee; or

c. When law enforcement geolocation information is requested for use in a criminal, civil, or administrative proceeding. This sub-subparagraph does not prohibit a court in such a criminal, civil, or administrative proceeding, upon a showing of good cause, from restricting or otherwise controlling the disclosure of such information.

4. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal through reenactment by the Legislature.

(5) OTHER PERSONAL INFORMATION.—

(a)1.a. The Legislature acknowledges that the social security number was never intended to be used for business purposes but was intended to be used solely for the administration of the federal Social Security System. The Legislature is further aware that over time this unique numeric identifier has been used extensively for identity verification purposes and other legitimate consensual purposes.

b. The Legislature recognizes that the social security number can be used as a tool to perpetuate fraud against an individual and to acquire sensitive personal, financial, medical, and familial information, the release of which could cause great financial or personal harm to an individual.

c. The Legislature intends to monitor the use of social security numbers held by agencies in order to maintain a balanced public policy.

2.a. An agency may not collect an individual's social security number unless the agency has stated in writing the purpose for its collection and unless it is:

(I) Specifically authorized by law to do so; or

(II) Imperative for the performance of that agency's duties and responsibilities as prescribed by law.

b. An agency shall identify in writing the specific federal or state law governing the collection, use, or release of social security numbers for each purpose for which the agency collects the social security number, including any authorized exceptions that apply to such collection, use, or release. Each agency shall ensure that the collection, use, or release of social security numbers complies with the specific applicable federal or state law.

c. Social security numbers collected by an agency may not be used by that agency for any purpose other than the purpose provided in the written statement.

3. An agency collecting an individual's social security number shall provide that individual with a copy of the written statement required in subparagraph 2. The written statement also shall state whether collection of the individual's social security number is authorized or mandatory under federal or state law.

4. Each agency shall review whether its collection of social security numbers is in compliance with subparagraph 2. If the agency determines that collection of a social security number is not in compliance with subparagraph 2., the agency shall immediately discontinue the collection of social security numbers for that purpose.

5. Social security numbers held by an agency are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to social security numbers held by an agency before, on, or after the effective date of this exemption. This exemption does not supersede any federal law prohibiting the release of social security numbers or any other applicable public records exemption for social security numbers existing prior to May 13, 2002, or created thereafter.

6. Social security numbers held by an agency may be disclosed if any of the following apply:

a. The disclosure of the social security number is expressly required by federal or state law or a court order.

b. The disclosure of the social security number is necessary for the receiving agency or governmental entity to perform its duties and responsibilities.

c. The individual expressly consents in writing to the disclosure of his or her social security number.

d. The disclosure of the social security number is made to comply with the USA Patriot Act of 2001, Pub. L. No. 107-56, or Presidential Executive Order 13224.

e. The disclosure of the social security number is made to a commercial entity for the permissible uses set forth in the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq.; the Fair Credit Reporting Act, 15 U.S.C. ss. 1681 et seq.; or the Financial Services Modernization Act of 1999, 15 U.S.C. ss. 6801 et seq., provided that the authorized commercial entity complies with the requirements of this paragraph.

- f. The disclosure of the social security number is for the purpose of the administration of health benefits for an agency employee or his or her dependents.
- g. The disclosure of the social security number is for the purpose of the administration of a pension fund administered for the agency employee's retirement fund, deferred compensation plan, or defined contribution plan.
- h. The disclosure of the social security number is for the purpose of the administration of the Uniform Commercial Code by the office of the Secretary of State.
- 7.a. For purposes of this subsection, the term:
- (I) "Commercial activity" means the permissible uses set forth in the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq.; the Fair Credit Reporting Act, 15 U.S.C. ss. 1681 et seq.; or the Financial Services Modernization Act of 1999, 15 U.S.C. ss. 6801 et seq., or verification of the accuracy of personal information received by a commercial entity in the normal course of its business, including identification or prevention of fraud or matching, verifying, or retrieving information. It does not include the display or bulk sale of social security numbers to the public or the distribution of such numbers to any customer that is not identifiable by the commercial entity.
- (II) "Commercial entity" means any corporation, partnership, limited partnership, proprietorship, sole proprietorship, firm, enterprise, franchise, or association that performs a commercial activity in this state.
- b. An agency may not deny a commercial entity engaged in the performance of a commercial activity access to social security numbers, provided the social security numbers will be used only in the performance of a commercial activity and provided the commercial entity makes a written request for the social security numbers. The written request must:
- (I) Be verified as provided in s. [92.525](#);
- (II) Be legibly signed by an authorized officer, employee, or agent of the commercial entity;
- (III) Contain the commercial entity's name, business mailing and location addresses, and business telephone number; and
- (IV) Contain a statement of the specific purposes for which it needs the social security numbers and how the social security numbers will be used in the performance of a commercial activity, including the identification of any specific federal or state law that permits such use.
- c. An agency may request any other information reasonably necessary to verify the identity of a commercial entity requesting the social security numbers and the specific purposes for which the numbers will be used.
- 8.a. Any person who makes a false representation in order to obtain a social security number pursuant to this paragraph, or any person who willfully and knowingly violates this paragraph, commits a felony of the third degree, punishable as provided in s. [775.082](#) or s. [775.083](#).
- b. Any public officer who violates this paragraph commits a noncriminal infraction, punishable by a fine not exceeding \$500 per violation.
9. Any affected person may petition the circuit court for an order directing compliance with this paragraph.
- (b) Bank account numbers and debit, charge, and credit card numbers held by an agency are exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution. This exemption applies to bank account numbers and debit, charge, and credit card numbers held by an agency before, on, or after the effective date of this exemption.
- (c)1. For purposes of this paragraph, the term:
- a. "Child" means any person younger than 18 years of age.
- b. "Government-sponsored recreation program" means a program for which an agency assumes responsibility for a child participating in that program, including, but not limited to, after-school programs, athletic programs, nature programs, summer camps, or other recreational programs.
2. Information that would identify or locate a child who participates in a government-sponsored recreation program is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
3. Information that would identify or locate a parent or guardian of a child who participates in a government-sponsored recreation program is exempt from s. [119.07\(1\)](#) and s. 24(a), Art. I of the State Constitution.
4. This exemption applies to records held before, on, or after the effective date of this exemption.

- (d) All records supplied by a telecommunications company, as defined by s. [364.02](#), to an agency which contain the name, address, and telephone number of subscribers are confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (e) Any information provided to an agency for the purpose of forming ridesharing arrangements, which information reveals the identity of an individual who has provided his or her name for ridesharing, as defined in s. [341.031](#), is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
- (f)1. The following information held by the Department of Economic Opportunity, the Florida Housing Finance Corporation, a county, a municipality, or a local housing finance agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution:
- a. Medical history records and information related to health or property insurance provided by an applicant for or a participant in a federal, state, or local housing assistance program.
 - b. Property photographs and personal identifying information of an applicant for or a participant in a federal, state, or local housing assistance program for the purpose of disaster recovery assistance for a presidentially declared disaster.
2. Governmental entities or their agents shall have access to such confidential and exempt records and information for the purpose of auditing federal, state, or local housing programs or housing assistance programs.
3. Such confidential and exempt records and information may be used in any administrative or judicial proceeding, provided such records are kept confidential and exempt unless otherwise ordered by a court.
4. Sub-subparagraph 1.b. is subject to the Open Government Sunset Review Act in accordance with s. [119.15](#) and shall stand repealed on October 2, 2025, unless reviewed and saved from repeal through reenactment by the Legislature.
- (g) Biometric identification information held by an agency before, on, or after the effective date of this exemption is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. As used in this paragraph, the term "biometric identification information" means:
1. Any record of friction ridge detail;
 2. Fingerprints;
 3. Palm prints; and
 4. Footprints.
- (h)1. Personal identifying information of an applicant for or a recipient of paratransit services which is held by an agency is confidential and exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution.
2. This exemption applies to personal identifying information of an applicant for or a recipient of paratransit services which is held by an agency before, on, or after the effective date of this exemption.
3. Confidential and exempt personal identifying information shall be disclosed:
- a. With the express written consent of the applicant or recipient or the legally authorized representative of such applicant or recipient;
 - b. In a medical emergency, but only to the extent that is necessary to protect the health or life of the applicant or recipient;
 - c. By court order upon a showing of good cause; or
 - d. To another agency in the performance of its duties and responsibilities.
- (i)1. For purposes of this paragraph, "identification and location information" means the:
- a. Home address, telephone number, and photograph of a current or former United States attorney, assistant United States attorney, judge of the United States Courts of Appeal, United States district judge, or United States magistrate;
 - b. Home address, telephone number, photograph, and place of employment of the spouse or child of such attorney, judge, or magistrate; and
 - c. Name and location of the school or day care facility attended by the child of such attorney, judge, or magistrate.
2. Identification and location information held by an agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution if such attorney, judge, or magistrate submits to an agency that has custody of the identification and location information:
- a. A written request to exempt such information from public disclosure; and
 - b. A written statement that he or she has made reasonable efforts to protect the identification and location information from being accessible through other means available to the public.

(j) Any information furnished by a person to an agency for the purpose of being provided with emergency notification by the agency is exempt from s. [119.07](#)(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to information held by an agency before, on, or after the effective date of this exemption.

History.—s. 4, ch. 75-225; ss. 2, 3, 4, 6, ch. 79-187; s. 1, ch. 82-95; s. 1, ch. 83-286; s. 5, ch. 84-298; s. 1, ch. 85-18; s. 1, ch. 85-45; s. 1, ch. 85-86; s. 4, ch. 85-301; s. 2, ch. 86-11; s. 1, ch. 86-21; s. 1, ch. 86-109; s. 2, ch. 88-188; s. 1, ch. 88-384; s. 1, ch. 89-80; s. 63, ch. 90-136; s. 4, ch. 90-211; s. 78, ch. 91-45; s. 1, ch. 91-96; s. 1, ch. 91-149; s. 90, ch. 92-152; s. 1, ch. 93-87; s. 2, ch. 93-232; s. 3, ch. 93-404; s. 4, ch. 93-405; s. 1, ch. 94-128; s. 3, ch. 94-130; s. 1, ch. 94-176; s. 1419, ch. 95-147; ss. 1, 3, ch. 95-170; s. 4, ch. 95-207; s. 1, ch. 95-320; ss. 3, 5, 6, 7, 8, 9, 11, 12, 14, 15, 16, 18, 20, 25, 29, 31, 32, 33, 34, ch. 95-398; s. 3, ch. 96-178; s. 41, ch. 96-406; s. 18, ch. 96-410; s. 1, ch. 98-9; s. 7, ch. 98-137; s. 1, ch. 98-259; s. 2, ch. 99-201; s. 27, ch. 2000-164; s. 1, ch. 2001-249; s. 29, ch. 2001-261; s. 1, ch. 2001-361; s. 1, ch. 2001-364; s. 1, ch. 2002-67; ss. 1, 3, ch. 2002-256; s. 1, ch. 2002-257; ss. 2, 3, ch. 2002-391; s. 11, ch. 2003-1; s. 1, ch. 2003-16; s. 1, ch. 2003-100; s. 1, ch. 2003-137; ss. 1, 2, ch. 2003-157; ss. 1, 2, ch. 2004-9; ss. 1, 2, ch. 2004-32; ss. 1, 3, ch. 2004-95; s. 7, ch. 2004-335; s. 4, ch. 2005-213; s. 41, ch. 2005-236; ss. 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, ch. 2005-251; s. 14, ch. 2006-1; s. 1, ch. 2006-158; s. 1, ch. 2006-180; s. 1, ch. 2006-181; s. 1, ch. 2006-211; s. 1, ch. 2006-212; s. 13, ch. 2006-224; s. 1, ch. 2006-284; s. 1, ch. 2006-285; s. 1, ch. 2007-93; s. 1, ch. 2007-95; s. 1, ch. 2007-250; s. 1, ch. 2007-251; s. 1, ch. 2008-41; s. 2, ch. 2008-57; s. 1, ch. 2008-145; ss. 1, 3, ch. 2008-234; s. 1, ch. 2009-104; ss. 1, 2, ch. 2009-150; s. 1, ch. 2009-169; ss. 1, 2, ch. 2009-235; s. 1, ch. 2009-237; s. 1, ch. 2010-71; s. 1, ch. 2010-171; s. 1, ch. 2011-83; s. 1, ch. 2011-85; s. 1, ch. 2011-115; s. 1, ch. 2011-140; s. 48, ch. 2011-142; s. 1, ch. 2011-201; s. 1, ch. 2011-202; s. 1, ch. 2012-149; s. 1, ch. 2012-214; s. 1, ch. 2012-216; s. 1, ch. 2013-69; s. 119, ch. 2013-183; s. 1, ch. 2013-220; s. 1, ch. 2013-243; s. 1, ch. 2013-248; s. 1, ch. 2014-72; s. 1, ch. 2014-94; s. 1, ch. 2014-105; s. 1, ch. 2014-172; s. 1, ch. 2015-37; s. 1, ch. 2015-41; s. 1, ch. 2015-86; s. 1, ch. 2015-146; s. 1, ch. 2016-6; s. 1, ch. 2016-27; s. 1, ch. 2016-49; s. 1, ch. 2016-159; s. 1, ch. 2016-164; s. 1, ch. 2016-178; s. 1, ch. 2016-214; s. 2, ch. 2017-11; s. 1, ch. 2017-53; s. 1, ch. 2017-66; s. 1, ch. 2017-96; s. 1, ch. 2017-103; s. 1, ch. 2018-2; s. 1, ch. 2018-53; s. 1, ch. 2018-60; s. 1, ch. 2018-64; s. 1, ch. 2018-77; s. 8, ch. 2018-110; s. 1, ch. 2018-117; s. 1, ch. 2018-146; s. 1, ch. 2018-147; s. 26, ch. 2019-3; s. 1, ch. 2019-12; s. 1, ch. 2019-28; ss. 1, 3, ch. 2019-46; s. 1, ch. 2020-13; s. 1, ch. 2020-34; s. 1, ch. 2020-170; s. 1, ch. 2020-183; s. 1, ch. 2021-48; s. 1, ch. 2021-52; s. 1, ch. 2021-105; s. 30, ch. 2021-170; s. 1, ch. 2021-182; s. 3, ch. 2021-215; s. 1, ch. 2022-88; s. 1, ch. 2022-107; s. 1, ch. 2022-172.

Note.—

A. Additional exemptions from the application of this section appear in the General Index to the Florida Statutes under the heading "Public Records."

B. Portions former ss. 119.07(6), 119.072, and 119.0721; subparagraph (2)(g)1. former s. 119.0711(1); paragraph (2)(p) former s. 406.136.

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PINECREST POLICE DEPARTMENT

Police Department:	Pinecrest Police Department
Please provide a copy of the complaint form.	<i>Attached</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Pinecrest Police Department
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	Yes
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Pincrest Police Department
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Written findings and conclusions are rendered</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Complaint / Commendation Form

Date of Incident: Required

Location of Incident: Required

Name: Required

Date of Birth:

Address: Required

Telephone Number: Required

Email: Required

Arrested

- Yes
- No

Exact Nature of Complaint / Commendation: Required

Name of Officer Involved 1: Required

Rank / ID# of Officer Involved 1:

Name of Officer Involved 2:

Rank / ID# of Officer Involved 2:

Witness 1 Name & Contact Information:

Witness 2 Name & Contact Information:

From: Jason Cohen (PD)
Sent: Thursday, August 24, 2023 11:22 AM
To: Rozen, David A. (ICP)
Subject: RE: Miami-Dade County Independent Civilian Panel + South Florida Complaint Intake Process Project + Questionnaire Response Needed

EMAIL RECEIVED FROM EXTERNAL SOURCE

Mr. Rozen,

I am in receipt of your request regarding your survey. I don't plan to participate in the survey since it is directly related to County operations and not that of municipal agencies such as mine.

Feel free to contact me if you wish.

Thank you.



Jason Cohen

Chief of Police
Village of Pinecrest
Police Department
12645 Pinecrest Parkway
Pinecrest, Florida 33156
305.234.2121
www.pinecrest-fl.gov



From: Rozen, David A. (ICP) <David.Rozen@miamidade.gov>
Sent: Tuesday, August 22, 2023 11:47 AM
To: Jason Cohen (PD) <cohen@pinecrest-fl.gov>
Subject: Re: Miami-Dade County Independent Civilian Panel + South Florida Complaint Intake Process Project + Questionnaire Response Needed

CAUTION: Don't be quick to click! We're counting on you! This email is from an external sender! Don't click on links or open attachments from unknown sources. If you know this is spam delete the message. If you need further assistance with an unknown message please contact gwilson@pinecrest-fl.gov

To Pinecrest Police Department:

Good afternoon. It has now been sixteen (16) business days since I sent an introductory e-mail seeking your completion of the attached questionnaire, and I have not received any response. Do have any questions and/or concerns? When can I expect your response?

I hope to get your response by 5 PM on Friday, August 25, 2023.

Please address any issues with me directly.

Best,

David A. Rozen, Esq.*

Director of Policy

Miami-Dade County Independent Civilian Panel

73 W Flagler Street

Suite 1902

Miami, FL 33130

Office: (305) 349-7525

Mobile: (786) 351-7749

<https://www.miamidade.gov/global/government/independent-civilian-panel/home.page>

<https://www.facebook.com/MiamiDadeICP>

**Licensed Attorney in New York State*

From: Rozen, David A. (ICP) <David.Rozen@miamidade.gov>

Sent: Monday, July 31, 2023 11:43 AM

To: jcohen@pinecrest-fl.gov <jcohen@pinecrest-fl.gov>

Subject: Miami-Dade County Independent Civilian Panel + South Florida Complaint Intake Process Project + Questionnaire Response Needed

To: Jason Cohen, Chief, Village of Pinecrest Police Department

I hope this e-mail finds you well. Let me introduce myself, I am [David A. Rozen](#) and I serve as the Director of Policy for the [Miami-Dade County Independent Civilian Panel \(“ICP”\)](#). Prior, I served 3.5 years as Deputy General Counsel to the [New York City Commission on Human Rights](#).

I am steadfast in my commitment to promoting and enhancing an environment that seeks to make law enforcement agencies more transparent, accountable, and responsive to the communities they serve. This is illustrated by my: (i.) tenure as Assistant Counsel to the [New York City Office of the Inspector General for the New York City Police Department \(“NYPD”\)](#) where I evaluated policies, practices, programs, and procedures of NYPD and related agencies, actively identified deficiencies and negotiated/implemented resolutions; and (ii.) my election as Vice-Chair and role of Acting-Chair of the [City of Albany’s Citizens’ Police Review Board](#).

After consulting with [Executive Director Price](#) and reviewing the Panel’s past actions (meetings, requests, etc.), I am initiating a South Florida Complaint Intake Process Project. The outcome being an accessible and easily digestible public information guide on how to file complaints against all law enforcement agencies in Miami-Dade and Broward Counties.

I am requesting your assistance. Please complete the attached questionnaire and return it at your earliest opportunity. Any questions and/or concerns can be addressed to me directly. My contact information is provided below.

Thank you for your help and cooperation.

Best,

David A. Rozen, Esq.*

Director of Policy

Miami-Dade County Independent Civilian Panel

73 W Flagler Street

Suite 1902

Miami, FL 33130

Office: (305) 349-7525

<https://www.miamidade.gov/global/government/independent-civilian-panel/home.page>

<https://www.facebook.com/MiamiDadeICP>

**Licensed Attorney in New York State*

SOUTH MIAMI POLICE DEPARTMENT

Police Department:	South Miami Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online.</i>
Is identification required to receive a complaint form?	<i>No.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Online.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Yes.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Google translate is available online.</i>
Are translation services available to assist members of the public file a complaint?	<i>Google translate is available online.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	South Miami Police Department
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	South Miami Police Department
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Comment and/or Complaint

First Name*	<input type="text"/>
Last Name*	<input type="text"/>
Address Line 1	<input type="text"/>
Address Line 2	<input type="text"/>
City	<input type="text"/>
State	<input type="text"/>
Zip Code	<input type="text"/>
Address of Incident/Occurrence	<input type="text"/>
Officer's Name/Rank	<input type="text"/>
Comments*	<input type="text"/>
Your Contact Information (Optional)	<input type="text"/>

* indicates required fields.

Submit

Submit and Print

Reset

Cancel

SUNNY ISLES BEACH POLICE DEPARTMENT

Police Department:	Sunny Isles Beach Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online and in person.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>In person.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Yes.</i>
Can all employees of the Department accept complaints?	<i>Only supervisors.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Sunny Isles Beach Police Department
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Complaints may be filed in a number of ways. Usually, an on-duty supervisor is requested to the station and immediately determines the severity and the time sensitivity of the complaint. Based upon his/her assessment, the complaint can be directed to the appropriate entity or person for investigation. Complainants who wish to speak directly to the Professional Compliance Unit or who wish to simply complete the attached complaint form and submit it to any police supervisor may do so. Complaint forms are also available through the Police Department Communications Center. Complaints may be filed in person at the following location: Sunny Isles Beach Government Center / Office of Professional Compliance 18070 Collins Avenue Sunny Isles Beach, Florida 33160 or by telephone (305) 792-1864. Office hours are Monday Friday, 9:00 a.m. to 5:00 p.m. During non-business hours, complaints may be directed to the Communications Center for any on-duty Sunny Isles Beach Police Department supervisor. Persons who knowingly make a false complaint may be subject to criminal prosecution and/or civil action.</i></p>
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Sunny Isles Beach Police Department
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Yes, all complaints against employees are investigated provided the complaint contains sufficient factual data to warrant an investigation.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>When a complaint is received, it is classified and assigned either to the affected employee's supervisor or to the Office of Professional Compliance.</i>
What evidence does the Department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-Worn Video footage? Recordings from the incident location?	<i>Statements are taken from the complainant, witnesses and the subject employee(s).</i>
What happens when an investigation is initiated?	<i>When a complaint is received, it is classified and assigned either to the affected employee's supervisor or to the Office of Professional Compliance. Statements are taken from the complainant, witnesses and the subject employee(s)</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Sunny Isles Beach Police Department
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Complaints may be sustained, not sustained, unfounded or exonerated.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the person(s) is found to have acted improperly?</p>	<p><i>Serious infractions are normally referred to Sunny Isles Beach's Police Command Staff Committee for recommendations. All other investigations are heard and settled at the supervisory level. The State Attorney's Office reviews any complaint where an employee may be involved in violation of state law(s). Violations of federal law(s) are referred to the appropriate federal agency.</i></p> <p><i>When a complaint against an employee is sustained, the chief of police recommends corrective action which can range from remedial training to termination. There are five types of personnel action which can be recommended for a sustained complaint: Verbal Counseling - Administered by any supervisor in the chain-of-command of the employee and supported by subsequent documentation on the counseling form.</i></p>

Police Department:	Sunny Isles Beach Police Department
	<p><i>Written Warning -Documentation of an employee's violation of a rule or policy and discussed with the employee in order to improve performance.</i></p> <p><i>Letter of Reprimand – Formal disciplinary action by the chief of police which becomes a permanent part of the employee's personnel file.</i></p> <p><i>The fourth and fifth types of discipline are more severe, those being: Suspension and/or Dismissal.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Typically, a complaint is resolved within 60 days, although some investigations are more complex and may take longer.</i></p>

Q. What is the function of Internal Affairs and Professional Compliance?

A. The Office of Professional Compliance receives, processes, supervises and controls investigations regarding Sunny Isles Beach Police employees. The office is also tasked with ensuring that misconduct allegations made against employees are thoroughly investigated while maintaining objectivity by gathering all pertinent information in a professional manner and not making recommendations regarding dispositions of investigations conducted.

Q. How will the complaint be investigated?

A. When a complaint is received, it is classified and assigned either to the affected employee's supervisor or to the Office of Professional Compliance. Statements are taken from the complainant, witnesses and the subject employee(s). All complaints are investigated.

Q. How are the investigations resolved?

A. Serious infractions are normally referred to Sunny Isles Beach's Police Command Staff Committee for recommendations. All other investigations are heard and settled at the supervisory level. The State Attorney's Office reviews any complaint where an employee may be involved in violation of state law(s). Violations of federal law(s) are referred to the appropriate federal agency.

Q. Are all complaints investigated?

A. Yes all complaints against employees are investigated provided the complaint contains sufficient factual data to warrant an investigation.

Q. How long will it take to resolve my complaint?

A. Typically, a complaint is resolved within 60 days, although some investigations are more complex and may take longer. Complaints may be sustained, not sustained, unfounded or exonerated as defined below.

SUSTAINED – The investigation disclosed sufficient evidence to clearly prove the allegation made in the complaint.

NOT SUSTAINED – The investigation failed to disclose sufficient evidence to clearly prove the allegation made in the complaint.

UNFOUNDED:

Not Involved – The investigation disclosed that the named employee was not involved in the alleged incident.

False – The allegation is false. The alleged incident never took place.

EXONERATED – The acts that provided the basis for the complaint or allegations did occur. However, the investigation revealed that they were justified, lawful and proper.

When a complaint against an employee is sustained, the Chief of Police recommends corrective action which can range from remedial training to termination.

There are five types of personnel action which can be recommended for a sustained complaint:

Verbal Counseling - Administered by any supervisor in the chain-of-command of the employee, and supported by subsequent documentation on the counseling form.

Written Warning - Documentation of an employee's violation of a rule or policy and discussed with the employee in order to improve performance.

Letter of Reprimand – Formal disciplinary action by the Chief of Police which becomes a permanent part of the employee's personnel file.

The fourth and fifth types of discipline are more severe, those being: **Suspension and/or Dismissal**.

Q. Does the Sunny Isles Beach Police Department attempt to identify employees who may be prone to committing an act of misconduct before it occurs?

A. Yes. The Sunny Isles Beach Police Department has developed an early warning system designed to identify employees who may be on the verge of committing an act of misconduct. The computerized system outputs names of employees who display a pattern of pre-determined behavioral indicators. These employees may be referred to an Employee Assistance Program.

Filing a Complaint

Q. How do I file a complaint against an employee of the Sunny Isles Beach Police Department?

A. Complaints may be filed in a number of ways. Usually, an on duty supervisor is requested to the station and immediately determines the severity and the time sensitivity of the complaint. Based upon his/her assessment, the complaint can be directed to the appropriate entity or person for investigation.

Complainants who wish to speak directly to the Professional Compliance Unit or who wish to simply complete the attached complaint form and submit it to any police supervisor may do so. Complaint forms are also available through the Police Department Communications Center.

Complaints may be filed in person at the Sunny Isles Beach Government Center / Office of Professional Compliance, 18070 Collins Avenue, Sunny Isles Beach, Florida 33160 or by telephone (305) 792-1864. Office hours are Monday - Friday, 9:00 a.m. to 5:00 p.m. During non-business hours, complaints may be directed to the Communications Center for any on-duty Sunny Isles Beach Police Department supervisor. Persons who knowingly make a false complaint may be subject to criminal prosecution and/or civil action.

Q. What rights do employees have if a complaint is made against them?

A. Employees have the right to review all complaints and witness statements prior to final resolution. Employee investigations remain confidential until finalized. No participant including complainants, investigated employees, investigators or witnesses will disclose any information regarding the investigation until the investigation's conclusion. Employees have the right to representation while giving a formal statement. Employees will not be discharged, disciplined, demoted, denied promotion, transferred, re-assigned or otherwise discriminated against concerning their employment or threatened with any such treatment by reason of their exercise of rights.

Employees must be protected against false allegations of misconduct by consistently conducting thorough, fair and objective investigations.

Use the Complaint Form on the back to complete a brief description of the incident.

SURFSIDE POLICE DEPARTMENT

Police Department:	Surfside Police Department
Please provide a copy of the complaint form.	<i>Attached</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>In person</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Complaints will be accepted in person, by letter, or telephone call. It is preferred that the complaint be made in person by the individual who is directly involved in the allegation against the Surfside Police Department employee.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Any supervisor of the department may accept a complaint.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Surfside Police Department
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Webpage can be read aloud.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>No, however, if a person deliberately makes a false complaint and statement against a member, that person may be criminally prosecuted or held civilly liable.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Surfside Police Department
<p>Who reviews and/or investigates complaints?</p>	<p><i>Upon receiving the complaint, the complaint will be forwarded to the chief of police. The chief of police will assign the complaint to an internal affairs investigator or a supervisor for a thorough investigation.</i></p> <p><i>If the complaint is of a serious nature or the complaint alleges that the member has committed a crime, an internal affairs investigator will conduct the investigation.</i></p> <p><i>If the complaint alleges minor violations of departmental policies or procedures or the complaint alleges acts of discourtesy, the complaint will be assigned to the member's immediate supervisor for a shift level investigation.</i></p> <p><i>The State Attorney's Office conducts a review of any complaint that alleges that a crime was committed. Further, if a violation of Federal law is alleged, a referral may be made to the appropriate Federal Agency.</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Surfside Police Department
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>The complainant will be advised of the results of the investigation.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>In accordance with the Florida Public Records Statute, the case is available for public inspection.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Choose from the following

Commend an Employee

File a Complaint

Name *

Email *

Address *

City

State

ZIP

Phone

Alternate Phone

Fax

Organization

Name of the Officer
or Employee of the
Police Department *

Please tell us why you
feel this officer or
employee's actions
were exceptional.

Name of the Officer
or Employee of the
Police Department *

Please tell us why you
feel this officer or
employee's actions
were a disappointment
to you.



New code

Please type the code
above *

READ THE CODE

SWEETWATER POLICE DEPARTMENT

Police Department:	Sweetwater Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>The complaint may be made by phone, mail, or in person.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Sweetwater Police Department
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>No person shall be discouraged, discriminated against, intimidated, or coerced from filing such complaint.</i>
Are all complaints investigated?	<i>All complaints are thoroughly investigated.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Sweetwater Police Department
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>The person filing the complaint will be notified of the outcome of the investigation.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Sweetwater Police Department
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>



"A Professionally Accredited Police Department"


Dear Mr. Rozen,

First, let me congratulate you on your appointment as the Director of Policy for the Miami-Dade County Independent Civilian Panel ("ICP"). We are certain you will do an outstanding job "promoting and enhancing an environment that seeks to make law enforcement agencies more transparent, accountable, and responsive to the communities they serve."

With regard to your request to participate in the South Florida Complaint Intake Process Project and to complete the questionnaire that you provided, the City of Sweetwater respectfully declines participation. As a twice-accredited police department operating at the highest levels of professionalism for an agency of our size, we prefer to handle these matters through our own intake processes.

We thank you for your offer and wish you the best of luck with the ICP.

Sincerely,



Sergio Diez
Chief of Police
Sweetwater Police Department

UNIVERSITY OF MIAMI POLICE DEPARTMENT

Police Department:	University of Miami Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	University of Miami Police Department
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	University of Miami Police Department
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	University of Miami Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

WEST MIAMI POLICE DEPARTMENT

Police Department:	West Miami Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

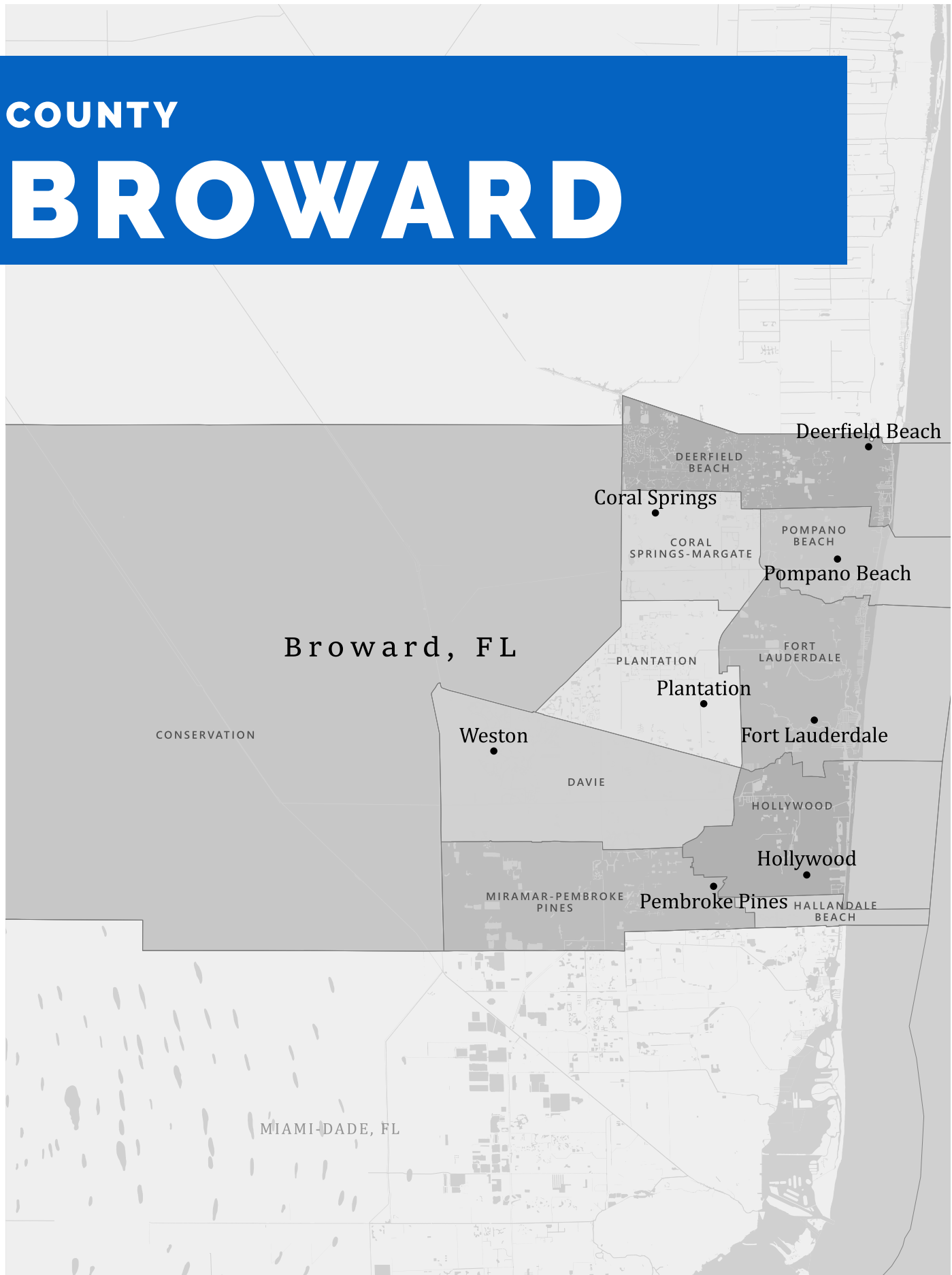
Police Department:	West Miami Police Department
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	West Miami Police Department
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	West Miami Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

COUNTY

BROWARD



Deerfield Beach

DEERFIELD BEACH

Coral Springs

CORAL SPRINGS-MARGATE

POMPAÑO BEACH

Pompano Beach

Broward, FL

PLANTATION

FORT LAUDERDALE

Plantation

Fort Lauderdale

CONSERVATION

Weston

DAVIE

HOLLYWOOD

Hollywood

MIRAMAR-PEMBROKE PINES

Pembroke Pines

HALLANDALE BEACH

MIAMI-DADE, FL

BROWARD COUNTY POLICE DEPARTMENT (BSO)

Police Department:	Broward County Police Department (BSO)
Please provide a copy of the complaint form.	<i>Attached</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<p><i>Online, at the station, Internal Affairs office, and the Internal Affairs brochure which is available in all public access areas of BSO facilities</i></p> <p><i>Division of Internal Affairs:</i></p> <p><i>Ron Cochran Public Safety Building 2601 West Broward Blvd., 1st Floor Fort Lauderdale, FL 33312</i></p> <p><i>Office Hours: Monday - Friday, 8:00 a.m. to 5:00 p.m. (954) 321-1100</i></p> <p><i>During non-business hours, complaints may be directed to BSO's Communications Center at (954) 764-HELP (4357) or any BSO supervisor</i></p>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Complaints may be received verbally or in writing and in person, by telephone, by mail or by electronic means.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question</i>
Can all employees of the Department accept complaints?	<i>Only BSO supervisor</i>
Are complaint forms available in multiple languages?	<i>English and Spanish</i>

Police Department:	Broward County Police Department (BSO)
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question</i>
Do complaint forms comply with ADA standards & best practices?	<i>Based on the publicly available website, information is not available to answer this question</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Click Commend/Complaint link to submit a complaint regarding a BSO employee. Complaints may also be accepted by any BSO supervisor, or you may contact the Division of Internal Affairs directly. Complaints may be received verbally or in writing and in person, by telephone, by mail or by electronic means. One option is the Public Complaint Form attached to the Division of Internal Affairs brochure which is available in all public access areas of BSO facilities</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question</i>
Is there a risk in making a complaint against a Department employee?	<i>Based on the publicly available website, information is not available to answer this question</i>
Are all complaints investigated?	<i>All complaints against employees are investigated provided the complaint contains sufficient factual data to warrant an investigation.</i>
What kind of evidence would be helpful to the Police Department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question</i>

Police Department:	Broward County Police Department (BSO)
Who reviews and/or investigates complaints?	<i>Employee's Supervisor or Internal Affairs</i>
What evidence does the Department use in completing their investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-Worn Video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question</i>
What happens when an investigation is initiated?	<i>When a complaint is received, it is assigned either to the affected employee's command or to the Division of Internal Affairs. Statements will be taken from the complainant, witnesses and the subject employee.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question</i>
What happens to a Department employee if they are found to have acted improperly?	<i>Serious infractions are normally referred to BSO's Professional Standards Committee (PSC) for recommendations. All other investigations are heard and settled at the command level.</i>

Police Department:	Broward County Police Department (BSO)
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question</i></p>

This is a Compliment or a Complaint?

Please provide as much information as possible about the incident(s).

Suministre la mayor cantidad de informacion posible acerca del (de los) incidente(s).

A. REPORTING CITIZEN'S INFORMATION (Optional)

DATOS DEL REPORTANTE (Opcional)

First Name/ Primer nombre	Last Name/Apellido	Date of Birth/Fecha de Nacimiento:
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<input type="text"/>	<input type="text"/>	<input type="text"/> 
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Address/Dirección:

City/Ciudad: State/Estado Zip/Código Postal:

:

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Home Phone/Teléfono de la Casa: Cellular/Celular

<input type="text"/>	<input type="text"/>
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Business Phone/Teléfono del Email/Correo Electronico:
Trabajo:

<input type="text"/>	<input type="text"/>
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B. INFORMATION ABOUT THE EMPLOYEE(S) INVOLVED IN THE INCIDENT

DATOS DEL (DE LOS) EMPLEADO(S) INVOLUCRADO(S) EN EL INCIDENTE

First Name/ Primer nombre	Last Name/Apellido	Vehicle/Tag Number/Patrullero No.:
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<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Please provide a physical description of employee/Describe la apariencia fisica del empleado:

First Name/ Primer nombre	Last Name/Apellido	Vehicle/Tag Number/Patrullero No.:
------------------------------	--------------------	------------------------------------

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Please provide a physical description of employee/Describe la apariencia fisica del empleado:

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C. VICTIM / WITNESS INFORMATION

DATOS DE LA VICTIMA / TESTIGO

Victim/Witness #1 Is this person a : Victim/Victima: Witness/Testigo:

First Name/ Last Name/APELLIDO Address/Dirección:

Primer nombre

--	--	--

City/Ciudad: State/Estado: Zip/Código Postal:

--	--	--

Home Phone/Teléfono de la Casa: Cellular/Celular

--	--

Victim/Witness #2 Is this person a : Victim/Victima: Witness/Testigo:

First Name/ Last Name/APELLIDO Address/Dirección:

Primer nombre

--	--	--

City/Ciudad: State/Estado: Zip/Código Postal:

--	--	--

Home Phone/Teléfono de la Casa: Cellular/Celular

--	--

D. INFORMATION ABOUT THE INCIDENT

INFORMACIÓN ACERCA DEL INCIDENTE

Please provide as much of the following information as you can about the person(s) on whose behalf this form is being filed and any witness(es) the incident./Suministre la mayor cantidad de información posible que se solicita a continuación, sobre la (las) persona(s) en nombre de la(s) cual(es) presenta el formulario, y sobre el (los) testigo(s) del incidente.

Date and Time	Case Number if	Location
Fecha/Hora	Applicable	Lugar
	No. de Caso, si	
	corresponde	



Information/Informacion

Limit of 255 Characters

Text box limited to 255 Characters

When you hit submit, a new form will open

□

COCONUT CREEK POLICE DEPARTMENT

Police Department:	Coconut Creek Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question</i> co
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Complaints can be filed with an agency supervisor in person at the Police Department, by calling the Police Department main number (954) 973-6700 and requesting a supervisor, or by mailing comments directly to the Chief of Police at 4800 West Copans Road, Coconut Creek, Florida 33063.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question</i>

Police Department:	Coconut Creek Police Department
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question</i>
Is there a risk in making a complaint against a department employee?	<i>"No person shall be discouraged, intimidated, or coerced from filing such a complaint or discriminated against because they have filed such a complaint"</i>
Are all complaints investigated?	<i>All such complaints are reviewed</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question</i>

Police Department:	Coconut Creek Police Department
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-Worn Video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question</i>
What happens when an investigation is initiated?	<i>The complaint is acknowledged to the complainant in writing</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>The complainant is informed of the results</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question</i>

Police Department:	Coconut Creek Police Department
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>The department's review within a reasonable period of time</i></p>

CORAL SPRINGS POLICE DEPARTMENT

Police Department:	Coral Springs Police Department
Police Department:	<i>Coral Springs Police Department</i>
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>A Complaint Control Form can be obtained by contacting a supervisor at 954-346-1273 or the Office of Professional Standards at 954-346-1788.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<p><i>Complaints can be received in person, by mail, by telephone, or by e-mail and documented on a Complaint Control Form. Once completed, the completed Complaint Control Form may be hand-delivered to an on-duty supervisor. You can also mail, fax, or email the completed Complaint Control Form to:</i></p> <p><i>Coral Springs Police Department Attn: Office of Professional Standards 2801 Coral Springs Drive Coral Springs, FL 33065 professionalstandard@coralsprings.gov Fax: 954-346-1264</i></p>

Police Department:	Coral Springs Police Department
Are anonymous complaints accepted? If so, what is the process?	<i>Anonymous complaints are also accepted.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Coral Springs Police Department
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>All complaints will be reviewed by the chief of police and, if accepted, the complaint will be assigned to the appropriate supervisor or the Office of Professional Standards.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Upon completion of the investigation, a final disposition will be made.</i>

Police Department:	Coral Springs Police Department
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Upon final disposition and review by the chief of police, all complainants will be notified in writing of the results of the investigation.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>



File number _____

Hover form fields for instructions.

Coral Springs Police Department Complaint Control Form

Prior to completing the complaint form, it is required that all complainants receive and acknowledge the receipt of the [Officers' Bill of Rights](#).

I have read the Officers' Bill of Rights statutes

Complainant Information

Name

Home phone

Cell phone

Work phone

Home address Street _____

City _____

State _____

ZIP Code _____

Gender

Date of birth

Incident Information

Date of incident

Time of incident

Incident location

Case number

Person against whom you are making the complaint _____

*If you do not know the person's name, describe him or her in the field below.

Description of incident

Incident Information (cont'd)

File number _____

Description of incident

The information I have provided in this form is true and correct to the best of my knowledge.

Department Use Only

Complaint received

In person Telephone Mail Email

Supervisor taking complaint

Date

Copy of Law Enforcement Officer Rights furnished to complainant

Complainant signature/date

[Print Form](#)

DAVIE

POLICE DEPARTMENT

Police Department:	Davie Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<p><i>In person at the Internal Affairs Division (IAD) office. If the IAD offices are closed, you may leave a voice message and/or the corresponding email to Internal Affairs Unit for review the following business day.</i></p> <p><i>Email: PoliceIA@davie-fl.gov</i></p> <p><i>Call: (954) 693-8325.</i></p> <p><i>In person: If you prefer to file a complaint after hours and in-person please call Davie Police Department at (954) 693-8200 and a supervisor will respond.</i></p>
Are anonymous complaints accepted? If so, what is the process?	<i>The Town of Davie Police Department takes ALL complaints seriously.</i>

Police Department:	Davie Police Department
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	Yes
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>All complaints will be thoroughly examined.</i>

Police Department:	Davie Police Department
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>When a citizen lodges a complaint against a member of the Davie Police Department, it is assigned to the Internal Affairs Division for review.</i></p> <p><i>Once received, the complaint will be investigated by IAD or the employee's supervisor.</i></p> <p><i>All decisions involving disciplinary action will be made in conjunction with the Town's Labor Relations Office and the Town Manager's Office.</i></p> <p><i>Complaints that involve a possible criminal violation are sent to the Broward County State Attorney's Office for review.</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Davie Police Department
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<p><i>There are four possible dispositions. They are as follows:</i></p> <p><i>Not Sustained - There is insufficient evidence to confirm or refute the complaint.</i></p> <p><i>Sustained - The allegation is true. The action of our employee was inconsistent with the agency's policy. Exonerated - The allegation is true; however, the action of our employee was justified and/or consistent with the agency's policy.</i></p> <p><i>Unfounded - The allegation is either false or there is no credible evidence to support it.</i></p>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Davie Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

FORT LAUDERDALE POLICE DEPARTMENT

Police Department:	Fort Lauderdale Police Department
Please provide a copy of the complaint form.	<i>Attached</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<p><i>Complaints can be made online, via telephone by calling 954-828-6956, or in person at the Fort Lauderdale Police Department. They can also be made directly to the Office of Internal Affairs or any department employee.</i></p> <p><i>Fort Lauderdale Police Department</i></p> <p><i>The Internal Affairs Office</i> <i>255 NE 3 Avenue</i> <i>Fort Lauderdale, FL 33301</i></p>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Fort Lauderdale Police Department
Are complaint forms available in multiple languages?	<i>English, Spanish, and Creole</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	Yes
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>No. You will not be subjected to intimidating or any other improper behavior. However, if you intentionally make a false complaint against an officer or employee, you may be prosecuted criminally and/or held civilly liable.</i>
Are all complaints investigated?	<i>All complaints will be thoroughly examined.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Fort Lauderdale Police Department
<p>Who reviews and/or investigates complaints?</p>	<p><i>Complaints concerning discourtesy or inadequate service will generally be forwarded to the employee's command for investigation. They will then be thoroughly reviewed by the Office of Internal Affairs once they are completed. Complaints concerning unnecessary or excessive force, false arrest and complaints that are criminal in nature will be retained in the Office of Internal Affairs for investigation.</i></p> <p><i>All decisions involving disciplinary action will be made in conjunction with the City's Labor Relations Office and the City Manager's Office.</i></p> <p><i>Complaints that involve a possible criminal violation are sent to the Broward County State Attorney's Office for review. Once these processes are complete, select cases are sent to the Citizens' Police Review Board for their review and recommendation.</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>In most situations, a sworn, taped statement will be requested. Remember, simply relate the facts and do not attempt to embellish or add to your complaint. Be prepared to provide the investigator with witness information. You will be treated professionally and courteously.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints given a case number?</p>	<p>Yes</p>

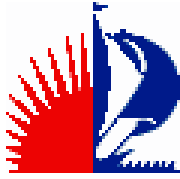
Police Department:	Fort Lauderdale Police Department
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>There are five possible dispositions. They are as follows:</i></p> <p><i>Not Sustained - There is insufficient evidence to confirm or refute the complaint.</i></p> <p><i>Sustained - The allegation is true. The action of our employee was inconsistent with the agency's policy.</i></p> <p><i>Exonerated - The allegation is true; however, the action of our employee was justified and/or consistent with the agency's policy.</i></p> <p><i>Unfounded - The allegation is either false or there is no credible evidence to support it.</i></p> <p><i>Policy Failure - A finding or conclusion that current policies, procedures, rules or regulations covering the situation were non-existent or inadequate; or the employee followed policy, but the investigation reveals policy changes are recommended.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Fort Lauderdale Police Department
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Save

Print - Imprimir

Email - Correo



Fort Lauderdale Police Department
Office of the Chief
1300 W. Broward Blvd.
Fort Lauderdale, FL 33312
(954) 828-5700



**Police Employee
Recognition/Complaint Form**

Formulario De Reconocimiento/Queja de Empleado Oficial

Please provide as much information as possible about the incident(s). Use additional pages if necessary.
Suministre la mayor cantidad de informacion posible acerca del (de los) incidente(s). Utilice paginas adicionales si es necesario.

A. REPORTING CITIZEN'S INFORMATION

DATOS DEL REPORTANTE

Name: _____ Date of Birth: _____
Nombre: _____ Fecha de Nacimiento: _____

Address: _____ City: _____ State: _____
Dirección: _____ Ciudad: _____ Estado: _____

Zip Code: _____ Home Phone: () _____ Cellular: () _____
Código Postal: _____ Teléfono Particular: _____ Celular: _____

Business Phone: () _____ E-mail: _____
Teléfono Del Trabajo: _____

Best Time to Contact: _____
La más mejor posible hora de alcanzar _____

B. INFORMATION ABOUT THE EMPLOYEE(S) INVOLVED IN THE INCIDENT

DATOS DEL (DE LOS) EMPLEADO(S) INVOLUCRADO(S) EN EL INCIDENTE

Name: _____ Badge #: _____ Vehicle #: _____
Nombre: _____ Placa No.: _____ Patrullero No.: _____

Please provide a physical description of the employee:
Describe la apariencia física del empleado: _____

Name: _____ Badge #: _____ Vehicle #: _____
Nombre: _____ Placa No.: _____ Patrullero No.: _____

Please provide a physical description of the employee:
Describe la apariencia física del empleado: _____

Name: _____ Badge #: _____ Vehicle #: _____
Nombre: _____ Placa No.: _____ Patrullero No.: _____

Please provide a physical description of the employee:
Describe la apariencia física del empleado: _____

C. VICTIM/WITNESS INFORMATION

DATOS DE LA VICTIMA / TESTIGO

Did you witness this incident?

Fue usted testigo del incidente?

Yes
Sí

No
No

If you are filing this form on behalf of someone else, what is your relationship, if any to the person(s):

Si usted está presentando este formulario en nombre de otra(s) persona(s), indique cuál es su relación, si la hay, con esa(s) persona(s):

Parent

Spouse

Relative

Guardian

Child

Friend

Other

Padre/Madre

Conyuge

Familiar

Tutor

Hijo/a

Amigo/a

Otra

Please provide as much of the following information as you can about the person(s) on whose behalf this form is being filed and any witness(es) to the incident:

Suministre la mayor cantidad posible de la información que se solicita a continuación, sobre la (las) persona(s) en nombre de la(s) cual(es) presenta el formulario, y sobre el (los) testigo(s) del incidente:

Victim/Witness #1

Victima/Testigo No. 1

Is this person a: victim

witness

Esta persona es: víctima

testigo

Name:

Nombre:

Address:

Dirección:

City:

Ciudad:

State:

Estado:

Zip Code:

Código Postal:

Telephone:

Teléfono:

()

Victim/Witness #2

Victima/Testigo No. 2

Is this person a: victim

witness

Esta persona es: víctima

testigo

Name:

Nombre:

Address:

Dirección:

City:

Ciudad:

State:

Estado:

Zip Code:

Código Postal:

Telephone:

Teléfono:

()

Victim/Witness #3

Victima/Testigo No. 3

Is this person a: victim

witness

Esta persona es: víctima

testigo

Name:

Nombre:

Address:

Dirección:

City:

Ciudad:

State:

Estado:

Zip Code:

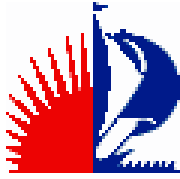
Código Postal:

Telephone:

Teléfono:

()

*If you have more victims/witnesses, please use additional page(s)
Si tiene más víctimas/testigos, por favor utilice páginas adicionales.*



Fort Lauderdale Police Department
Office of The Chief
 1300 W. Broward Blvd.
 Fort Lauderdale, FL 33312
 (954) 828-5700



Police Employee
Recognition/Complaint Form
 Fòm Pou Pote Plent

Please provide as much information as possible about the incident(s). Use additional pages if necessary.
 Tanpri bay plis enfòmasyon ou kapab sou aksyon ki pase a (yo). (Sèvi ak lòt fèy papye an plis, si w bezwen).

A. REPORTING CITIZEN'S INFORMATION

ENFÒMASYON SOU MOUN KI POTE PLENT LAN

Name: _____ Date of Birth: _____
 Non: _____ Dat nesans: _____

Address: _____ City: _____ State: _____
 Adrès: _____ Vil: _____ Eta: _____

Zip Code: _____ Home Phone: () _____ Cellular: () _____
 Kòd postal Telefòn lakay: _____ Selilè: _____

Business Phone: () _____ E-mail: _____
 Telefòn Biznis: _____ imèl : _____

Best Time to Contact: _____
 Pi bontanpouKontakte _____

B. INFORMATION ABOUT THE EMPLOYEE(S) INVOLVED IN THE INCIDENT

ENFÒMASYON SOU AJAN LAPOLIS KI FÈ AKSYON AN (YO)

Name: _____ Badge #: _____ Vehicle #: _____
 Non: _____ Nimewo badj: _____ Nimewo oto: _____

Please provide a physical description of the employee:
 Deskripsyon fizik ajan lapolis la: _____

Name: _____ Badge #: _____ Vehicle #: _____
 Non: _____ Nimewo badj: _____ Nimewo oto: _____

Please provide a physical description of the employee:
 Deskripsyon fizik ajan lapolis la: _____

Name: _____ Badge #: _____ Vehicle #: _____
 Non: _____ Nimewo badj: _____ Nimewo oto: _____

Please provide a physical description of the employee:
 Deskripsyon fizik ajan lapolis la: _____

C. VICTIM/WITNESS INFORMATION

ENFOMASYON SOU VIKTIM / TEMWEN

Did you witness this incident?

Èske out e wè lè aksyon yo pote plent pou li a rive?

Yes

Wi

No

Non

If you are filing a complaint on behalf of someone else, what is your relationship, if any to the person(s):

Si se sou non yon lòt moun ou vle pote yon plent, kisa ou ye pou moun lan (yo):

Parent

Papa oswa
Manman

Spouse

Mari oswa
Madanm

Relative

Fanmi

Guardian

Responsab

Child

Pitit

Friend

Zanmi

Other

Lòt
relasyon

Please provide as much of the following information as you can about the person(s) on whose behalf the complaint is filed and any witness(es) to the incident:

Bay plis enfòmasyon ou kapab sou moun ou vle pote plent sou non li a, ak sou nenpòt temwen kit e wè lè aksyon an rive::

Victim/Witness #1

Viktim/Temwen nimewo 1

Is this person a:

victim

witness

Moun sa a se yon:

viktim

temwen

Name:

Non:

Address:

Adrès:

City:

Vil:

State:

Eta:

Zip Code:

Kòd postal:

Telephone:

Telefòn:

()

Victim/Witness #2

Viktim/Temwen nimewo 2

Is this person a:

victim

witness

Moun sa a se yon:

viktim

temwen

Name:

Non:

Address:

Adrès:

City:

Vil:

State:

Eta:

Zip Code:

Kòd postal:

Telephone:

Telefòn:

()

Victim/Witness #3

Viktim/Temwen nimewo 3

Is this person a:

victim

witness

Moun sa a se yon:

viktim

temwen

Name:

Non:

Address:

Adrès:

City:

Vil:

State:

Eta:

Zip Code:

Kòd postal:

Telephone:

Telefòn:

()

*If you have more victims/witnesses, please use additional page(s)
Si gen lòt viktim / temwen ankò, sèvi ak (yon) lòt fèy papyè an plis.*

HILLSBORO

POLICE DEPARTMENT

Police Department:	Hillsboro Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>In person.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>The department would prefer you to speak with a supervisor when you file a complaint. If you do not want to speak with a supervisor, you are able to file a complaint against an employee by fully and accurately completing the attached complaint form.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Hillsboro Police Department
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Complainant submits written complaint.</i></p>
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p>Yes.</p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints investigated?</p>	<p><i>It is the policy of the Hillsboro Beach Police Department to investigate all complaints made against the department or its personnel, thoroughly, completely and impartially.</i></p>
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>You will be sent a letter from the investigator assigned to the case requesting you immediately schedule an interview for the taking of your sworn statement.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Hillsboro Police Department
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	Yes.
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	Yes.
What happens to a department employee if the employee(s) are found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Hillsboro Police Department
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>



HILLSBORO BEACH POLICE DEPARTMENT



1210 Hillsboro Mile Suite B, Hillsboro Beach, FL 33062

Website: www.townofhillsborobeach.com

Phone: (954) 427-6600

Fax: (954) 427-7428

Thomas Nagy
Chief of Police

IMPORTANT INFORMATION CONCERNING CITIZEN COMPLAINT FILING

It is the policy of the Hillsboro Beach Police Department to investigate all complaints made against the department or its personnel, thoroughly, completely and impartially. A proper relation between the department and the citizens we serve, fostered by trust and confidence, is essential to effective law enforcement efforts.

The Hillsboro Beach Police Department complaint process has been developed to ensure this proper relationship provides people with a fair and effective method to address legitimate complaints against Police Department personnel and to protect officers and employees from false charges of misconduct or wrongdoing.

The department would prefer you speak with a supervisor when you file a complaint. We do this to ensure that we obtain all the necessary information that we will need to fully and impartially investigate your complaint, as well as expedite the resolution of any complaints.

If you do not want to speak with a supervisor, you are able to file a complaint against an employee by fully and accurately completing the attached complaint form. We ask that you print neatly or type the form, if possible.

To ensure that such investigations are conducted in a manner conducive to good order and discipline, meanwhile observing and protecting the individual rights of each member of the Department, the following rules are hereby established relative to investigation of a Department member:

If you wish to pursue this complaint, you will be required to give sworn statements as to the nature of your complaint.

You will be sent a letter from the investigator assigned to the case requesting you immediately schedule an interview for the taking of your sworn statement. Failure to schedule an interview appointment as requested greatly limits the ability of this agency to conduct both a proper and thorough investigation and may result in no further action on your complaint being taken.

This statement will be covered by the perjury statutes of the State of Florida, in particular, §837.06, Florida Statute, which makes it a second-degree misdemeanor to knowingly make a false statement in writing with the intent to mislead a public servant in the performance of his duty and §92.525, Florida Statute, which makes it a third degree felony to knowingly make a false written declaration.



HILLSBORO BEACH POLICE DEPARTMENT CITIZEN SERVICE REPORT



- Commendation of Employee Service
- Suggestion for Agency Consideration
- Complaint of Agency Action
- Complaint of Employee Performance/Action

Date & Time of Incident	Location of Occurrence

Employees Involved

Complainant	Address	Phone

Witness(es)	Address	Phone

Best Way To Contact / Find Witness:

Summary of Service Information



HILLSBORO BEACH POLICE DEPARTMENT CITIZEN SERVICE REPORT



Summary Continued



HILLSBORO BEACH POLICE DEPARTMENT CITIZEN SERVICE REPORT



Item #	Specific Service Issued / Identified

Additional Comments

I, the undersigned, do hereby swear, under penalty of perjury, that the information in all of the pages contained herein is correct and true to the best of my knowledge, information and belief. I have not knowingly or willfully deprived (or allowed another person to deprive) the subject of this investigation of any of the rights contained in Florida State Statute §112.532 and §112.533.

Sworn to and Subscribed before me this _____ day of _____, 20____.

Affiant

Notary Public or Law Enforcement Officer



HILLSBORO BEACH POLICE DEPARTMENT



1210 Hillsboro Mile Suite B, Hillsboro Beach, FL 33062

Website: www.townofhillsborobeach.com

Phone: (954) 427-6600

Fax: (954) 427-7428

Thomas Nagy
Chief of Police

CITIZEN SERVICE REPORT RECEIPT

_____ filed a complaint with the Hillsboro Beach
Police Department concerning the conduct of _____
This was in reference to an incident which occurred on _____ and was
documented in report/citation number: _____. This form acknowledges receipt of
the complaint. You should be aware of the following:

- The Hillsboro Beach Police Department investigates all complaints in an impartial manner.
- The Department will investigate this allegation as an administrative matter (violation of Department Policy) unless there is evidence that a crime was committed.
- In Internal Investigations the burden of proof is "preponderance of the evidence."
- Sworn statements may have to be taken from me or other persons who might be witnesses.
- I will be notified of the status of my complaint during the course of the investigation and at the conclusion.
- The accused officer or employee has rights the Department cannot violate during the investigation.
- I have received a copy of the completed initial Citizen Service Report.
- If I have any further questions, I can call and speak with the supervisor listed herein.

Signature of person filing complaint (when feasible)

Date

SUPERVISOR RECEIVING COMPLAINT

Printed name: _____

CCN: _____

Signature: _____

Date _____

We will provide you of a copy of this form and your complaint.

HOLLYWOOD

POLICE DEPARTMENT

Police Department:	Hollywood Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online and in person.</i>
Is identification required to receive a complaint form?	<i>No.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>In person, mail, fax, online, e-mail.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Yes.</i>
Can all employees of the department accept complaints?	<i>Only supervisors.</i>
Are complaint forms available in multiple languages?	<i>Yes. All available Google translate languages for online version and English, Spanish, French, and Creole for paper copy.</i>
Are translation services available to assist members of the public file a complaint?	<i>Yes.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Yes.</i>

Police Department:	Hollywood Police Department
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>You may contact the Hollywood Police Internal Affairs Unit at 954-967-4398, by email to IA@hollywoodfl.org, or via the Public Information Desk at 954-967-4636.</i></p> <p><i>Step 2: Compliments/Complaints can be documented on a Compliment/Complaint Intake Form. Forms are located in the lobby of police headquarters.</i></p> <p><i>Step 3: Completed Compliment/Complaint Intake Forms may be hand-delivered to any on-duty supervisor, hand-delivered to the Public Information Desk in the lobby of Police Headquarters, mailed or faxed to the number included on the Compliment/Complaint Intake Form, or emailed to IA@hollywoodfl.org.</i></p>
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>No, unless you deliberately make a false complaint against any police department member, then you may be prosecuted criminally and/or be held civilly liable.</i></p>
<p>Are all complaints investigated?</p>	<p>Yes.</p>

Police Department:	Hollywood Police Department
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>The Office of the Chief of Police will review all complaints and a determination will be made to assign the complaint to the appropriate division major or the Internal Affairs Unit for investigation.</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Hollywood Police Department
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>The results of all complaints are called findings and there are seven classifications:</i></p> <p><i>Sustained: The allegation is supported by sufficient evidence to conclude the member committed one or more of the alleged violations.</i></p> <p><i>Not Sustained: There is insufficient evidence to either prove or disprove the complaint.</i></p> <p><i>Unfounded: Proof exists that the accused member was not involved in the incident, or the incident did not actually occur.</i></p> <p><i>Exonerated: The incident occurred; however, the member's actions were justified, lawful, or in accordance with standard operating procedure.</i></p> <p><i>Administrative Closure: Internal Affairs may utilize this disposition for, but not limited to, misunderstanding of law, non-complaints, or allegation made was not a Hollywood Police Officer.</i></p> <p><i>Withdrawn: The complainant freely and voluntarily withdraws the complaint. This will be documented on the Withdrawal Form with the complainant's signature, if available. If the complainant is unable to confirm with a signature, this will be documented on the Withdrawal Form.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>The complainant will be contacted at the completion of the investigation and will have an opportunity to discuss the disposition of the complaint.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Hollywood Police Department
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Correction Action/Discipline for violation of Departmental Policies can result in the following outcomes:</i> <i>Verbal Counseling</i> <i>Remedial Training</i> <i>Unsatisfactory Observed Behavior Report (Sworn Members)</i> <i>Written Reprimand (civilian members)</i> <i>Suspension from duty without pay</i> <i>Demotion (for ranking members)</i> <i>Termination from the Department</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>All complaints are kept confidential and are not subject to public disclosure prior to the completion of the investigation. Once completed, you can obtain a copy by submitting a Public Records request via the Hollywood Police Department Records Section. Per Florida State Statute Chapter 119, there may be a charge for copying these documents.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>30 days to six months</i></p>



Citizen's Compliment/Complaint Intake Form

The Hollywood Police Department is dedicated to providing the highest quality of police services and enhancing the quality of life for every individual in the City of Hollywood. We welcome positive and negative comments from all members of the public.

Hollywood Police Department
c/o Internal Affairs Unit
2741 Stirling Road
Hollywood, Florida 33312
954-967-4398

Date Received Stamp: (Official Use Only)

Received In Person Mail Fax
 Email Other _____

Instructions: This form may be hand-delivered to any On-duty Supervisor of the Hollywood Police Department, hand-delivered to the Public Information Desk located in the lobby of Police Headquarters, 3250 Hollywood Boulevard, mailed to the address listed above, faxed to 954-967-4313, or submitted via e-mail to IA@hollywoodfl.org.

Citizen Information:

Your Name: _____

Home Phone: _____

Cell Phone: _____

Home Address: _____

Email Address: _____

Member Information: In order to identify the member(s) of the Hollywood Police Department, it is important that you be as specific as possible in your description of the member. The information you provide will assist the Internal Affairs Unit in addressing the issue of your concerns.

Member Name & Badge Number _____

Was the Member in Uniform at the time of the incident? _____ Was the Member in a marked or unmarked car? Car #: _____

Any other description: _____

Please provide a brief description of the event(s) that caused you to bring this matter to our attention:

Please use additional pages if necessary

Supervisor Accepting Complaint (Print and Signature, Badge number and Date)



Formulario Para Someter Elogios / Quejas

El Departamento de Policía de Hollywood se dedica a proporcionar la más alta calidad de servicio de policía y mejorar la calidad de vida de cada individuo en la Ciudad de Hollywood. Agradecemos los comentarios positivos y negativos de todos los miembros del público.

Departamento de Policía de Hollywood
Unidad de Asuntos Internos
2741 Stirling Road
Hollywood, Florida 33312
954-967-4398

Date Received Stamp: (Sólo para uso oficial)

Received In Person Mail Fax
 Email Other _____

Instrucciones: Este formulario puede ser entregado en persona a cualquier Supervisor del Departamento de Policía de Hollywood o en la Oficina de Información Pública ubicada en el vestíbulo de la Jefatura de Policía en 3250 Hollywood Boulevard. También puede ser enviado por correo a la Unidad de Asuntos Internos en 2741 Stirling Road, por fax a 954-967-4313, o por correo electrónico a IA@hollywoodfl.org.

Información del Ciudadano:

Su Nombre: _____ Teléfono Residencial: _____ Teléfono Móvil: _____
Dirección: _____
Dirección de Correo Electrónico: _____

Información Sobre el Miembro: Con el fin de identificar al miembro o miembros del Departamento de Policía de Hollywood, es importante que usted sea lo más específico posible en su descripción. La información que proporciona ayudará a la Unidad de Asuntos Internos a investigar este tema.

Nombre del Miembro: _____ Número de Insignia: _____
Estaba el Miembro en uniforme durante el incidente? _____ Estaba el miembro en un automóvil marcado? Número #: _____

Describe brevemente el evento o eventos que le cause a presentar este asunto a nuestra atención:

Por favor, use páginas adicionales si es necesario

Supervisor Accepting Complaint (Print and Signature, Badge number and Date) (Sólo para uso oficial)



Konpliman ak plent de sitwayen Fòm

Depatman Lapolis Hollywood la se dedye pou bay pi gwo kalite sèvis de lapolis ak pou amelyore bon jan kalite a nan lavi pou tout moun nan vil la nan Hollywood. Nou akeyi kòmantè pozitif ak negatif soti nan tout manm nan piblik la.

Hollywood Police Department
c/o Internal Affairs Unit
2741 Stirling Road
Hollywood, Florida 33312
954-967-4398

Date Received Stamp: (Ofisyèl sèlman ki dwe itilize)
Received In Person Mail Fax
 Email Other _____

Enstriksyon: Fòm sa a pouvwa gen potè nan nenpòt ki Sipèvizè sipèvizè sou an sèvis nan Hollywood Depatman Lapolis la, mennen l' bay nan Biwo Enfòmasyon Piblik sitiye nan Polis Katye Jeneral, 3250 Hollywood Boulevard, poste lan adrès ki endike anwo a, fakse 954- 967-4313, oswa soumèt via imel IA@hollywoodfl.org.

Enfòmasyon Sitwayen:

Non ou: _____ Telefòn lakay: _____ Telefòn Selilè: _____
Adrès kay: _____
Adrès Imel: _____

Enfòmasyon Manm: Pou yo kapab idantifye manm lan nan Depatman Lapolis Hollywood la, li enpòtan ke ou gen trè espesifik nan deskripsyon ou nan manm nan. Enfòmasyon ou bay pral ede Inite Zafè Entèn nan adrese pwoblèm ou.

Non Manm: _____ Nimewo Badj: _____
Te Manm lan nan Inifòm la nan moman ensidan an? _____ Te Manm la nan yon machin ki make oswa na? Machin #: _____
Nenpòt lòt deskripsyon: _____

Tanpri bay von deskripsyon tou kout nan evènman an ki te lakòz ou pote zafè sa a nan atansyon nou an:

Tanpri itilize yon lòt paj si sa nesèsè

Supervisor Accepting Complaint (Print and Signature, Badge number and Date) (Ofisyèl sèlman ki dwe itilize)



Formulaire d'Admission Compliment / Plainte de Citoyen

Le Département de la Police de Hollywood se dédie à donner la plus haute qualité des services de police et amélioré la qualité de vie de chaque individu de la ville de Hollywood. Nous accueillons les commentaires positifs et négatifs de toute la population.

Département de la Police de Hollywood
c/o Unité des Affaires Internes
2741 Stirling Road
Hollywood, Florida 33312
954-967-4398

Date Received Stamp: (Usage officiel)

Received In Person Mail Fax
 Email Other _____

Instructions: Le formulaire peut être délivré en main propre au superviseur en charge du Département de la Police de Hollywood, délivré en main propre au Bureau d'Information Public situé dans le lobby du siège de la police, 3250 Hollywood Boulevard, posté à l'adresse ci-dessus, faxé au (954) 967-4313 ou soumettre via e-mail à: IA@hollywoodfl.org.

Information du Citoyen:

Votre Nom: _____

Tel.: _____

Mobile: _____

Adresse: _____

Adresse e-mail: _____

Information de l'agent de police: Pour identifier le(s) agent(s) du Département de la Police de Hollywood, il est important que vous soyez très précis dans votre description de l'agent. L'information que vous fournirez aidera l'Unité des Affaires Intérieures en leur adressant les questions dont vous êtes concernés.

Nom de l'agent: _____ Numéro de badge: _____

Est ce que l'agent était en uniform au moment de l'incident ? _____ Est ce l'agent était dans une voiture numérotée ou non numérotée? Numéro de la voiture #: _____ Autre description: _____

S'il vous plait, donnez une brève description du fait (des faits) qui vous ont amené à nous apporter cette affaire.

Se il vous plaît utiliser des pages supplémentaires si nécessaire

Supervisor Accepting Complaint (Print and Signature, Badge number and Date) (Usage officiel)

LAUDERHILL POLICE DEPARTMENT

Police Department:	Lauderhill Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Any individual may make a complaint either by telephone, in writing, or in person.</i>
Are anonymous complaints accepted? If so, what is the process?	Yes.
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Lauderhill Police Department
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Any individual may make a complaint either by telephone, in writing, or in person.</i></p>
<p>Do complaint forms require a signature under the penalty of perjury?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are complainants and witnesses required to be Mirandized before submitting a formal complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints investigated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>The complaint, depending on its nature, is forwarded to either the Watch Commander or the Professional Standards Unit, and a written report is made.</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Lauderhill Police Department
What happens when an investigation is initiated?	<i>A thorough investigation of the events surrounding the incident in question is then conducted.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Once the investigation is completed, the complainant is notified by letter from the Professional Standards Unit supervisor as to the disposition of the complaint.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Once the investigation is completed, the complainant is notified by letter from the Professional Standards Unit supervisor as to the disposition of the complaint.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>These complaints will be thoroughly investigated, regardless of a formal complaint being filed, and if founded, shall result in a recommendation for corrective action including, but not limited to counseling, training, punitive actions, and/or policy review and revision.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Lauderhill Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

LIGHTHOUSE POINT POLICE DEPARTMENT

Police Department:	Lighthouse Point Police Department
Please provide a copy of the complaint form.	<i>See attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Our complaint forms are available in our 24-hour lobby. No form is needed to file a complaint.</i>
Is identification required to receive a complaint form?	No
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Any method of delivery is acceptable.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Anonymous complaints are investigated the same as any other method of complaint.</i>
Can all employees of the department accept complaints?	Yes
Are complaint forms available in multiple languages?	<i>English and Spanish</i>
Are translation services available to assist members of the public file a complaint?	<i>If there is not a dispatcher or officer available to translate, alternate accommodations can be made through B.S.O. Language Line.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Forms are black and white and constructed in a logical fashion.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Complaints can be submitted in any form, written, verbal, anonymous, etc. All complaints initiate an investigation.</i>

Police Department:	Lighthouse Point Police Department
Do complaint forms require a signature under the penalty of perjury?	Yes
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	No
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<p><i>There are no rules preventing witnesses, advocates, or translators from accompanying a complainant. Generally, only one person at a time would be allowed to participate in an interview, but exceptions are made when the need arises. Examples: Translator needed, or complainant is disabled and needs assistance with speaking or understanding questions.</i></p>
Is there a risk in making a complaint against a department employee?	<p><i>There are only those legal risks associated with perjury per Florida State Statutes.</i></p>
Are all complaints investigated?	Yes
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<p><i>Any form of evidence is helpful (audio, video, electronic, written, photographs, etc.) We would accept evidence in any form. Any method of collection is acceptable. We have a citizen evidence portal through Evidence.com that allows the upload of evidence to the agency.</i></p>
Who reviews and/or investigates complaints?	<p><i>Per policy, any supervisor may be assigned by the chief as an investigator. Generally, shift supervisors can handle investigations that are within their ability to resolve. Investigations that are beyond the ability of the shift supervisor to properly investigate are elevated. Regardless of who conducts the investigation, the operations commander and chief of police are notified of all complaints.</i></p>

Police Department:	Lighthouse Point Police Department
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>All available evidence is important and considered during an investigation. Anyone associated with the complaint will be interviewed. We do utilize BWC in complaint investigations, and we do collect any CCTV available.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>See attached policy.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Complaints are given a separate internal tracking number.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Complainant will be contacted throughout the process, but there is a provision to contact the complainant if the investigation is to exceed 45 days. Most of our investigations are completed within 30 days.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>See attached policy.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>See attached policy.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>See attached policy.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Retraining and discipline per department policy. Also, see attached policy.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>See attached policy.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>The complainant can request a meeting with the chief of police.</i></p>

Police Department:	Lighthouse Point Police Department
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Once the investigation is complete, all of our documents would be public record. There would likely be no outright exemptions, but redactions may occur in compliance with any exemption outlined in Chapter 119.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>For an uncomplicated investigation, the average timeframe would be approximately 30 days.</i></p>



PROFESSIONAL STANDARDS INVESTIGATIONS
Number 84.5
LIGHTHOUSE POINT POLICE DEPARTMENT
POLICIES AND PROCEDURES

TITLE: PROFESSIONAL STANDARDS INVESTIGATIONS
NUMBER: 84.5
EFFECTIVE: 06/18/19
RESCINDS: 04/13/18

M. AUTHORITY TO RELIEVE FROM DUTY 7

ATTACHMENT: POLICE OFFICERS' BILL OF RIGHTS

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I. PURPOSE

The purpose of this policy is to establish guidelines for conducting the Police Department's internal administrative investigations and to inform all employees of Department procedures for addressing complaints of misconduct.

II. SCOPE

This policy applies to all Department members.

III. POLICY

It is the policy of the Department to investigate all complaints of alleged agency or employee misconduct.

IV. DEFINITIONS

A. ADMINISTRATIVE INVESTIGATION

The systematic, objective, and impartial method of investigating complaints of inappropriate behavior resulting in a violation of Police Department administrative rules, orders, directives, and procedures by a department member.

B. CITIZEN GRIEVANCE

Citizen Complaints are frequently based upon a misunderstanding of law or department procedure and not upon member misconduct. Every effort should be made to understand the complainant's concern and to clarify the complainant's understanding of the law or Department procedure in question. If after reviewing the circumstances the supervisor determines that a complaint is not warranted the supervisor shall document the contact and forward the information to the Professional

PROFESSIONAL STANDARDS INVESTIGATIONS

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Standards Commander with his/her recommendations.

C. COMPLAINT OF MISCONDUCT

A complaint of misconduct is an accusation or charge accusing the agency or a member of violating a policy, procedure, rule, or regulation. This DOES NOT INCLUDE citizen complaints that result from a complainant's misunderstanding of law, or Department policies or procedures.

D. PROFESSIONAL STANDARDS COMMANDER

The Professional Standards Commander has the authority to coordinate and exercise supervision over complaint investigations of misconduct by the agency or an agency member. Administrative investigations are conducted with approval from the Chief of Police.

E. PROFESSIONAL STANDARDS INVESTIGATOR

The Professional Standards Investigator is the designated employee(s) or unit ultimately responsible for conducting investigations into allegations of agency or employee misconduct.

F. LEVELS OF DISCIPLINE

Allegations of officer/employee misconduct may result in discipline up to and including: verbal and written reprimand, suspension, reassignment, demotion, probation or termination.

V. PROCEDURE

A. INITIAL RECEIPT OF COMPLAINT

1. All allegations of agency or employee misconduct shall be documented and investigated by the Department.
2. Complaints may be given in person, over the telephone, or in writing.

In order to gather all the pertinent information to assure the Department is able to conduct a complete and thorough investigation, the preferred method of taking a complaint from a citizen is for the supervisor to interview the complainant, and complete a "Complaint Investigation Report" (LHP Form 401a). However, if the complainant requests a form to complete on their own, they will be provided a "*Personnel Complaint Report*" (LHP Form 406), which they can complete and return to the supervisor, or mail to the Chief of Police.

3. Complaints from those wishing to remain anonymous shall also be accepted.
4. The Department member receiving the complaint shall notify the shift supervisor immediately. The department member receiving the complaint shall not disclose the nature of the complaint, complainant's name or the identity of the subject employee to anyone other than the shift supervisor.
5. If, in the opinion of the supervisor in charge, the incident is of sufficient gravity, he/she shall notify the Chief of Police, regardless of the hour. The shift supervisor shall not notify the subject employee of the existence or question the subject employee regarding the complaint.
6. The Shift Supervisor shall conduct a preliminary review, by interviewing the complainant and witness(s), and gather all relevant evidence and pertinent information. The supervisor shall document the alleged complaint on a Department complaint form.
 - a. The supervisor may attempt to resolve a complaint by an explanation of Department policies and procedures, where

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applicable. Attempts to resolve complaints shall be noted on the complaint report.

- b. At the time the complaint is filed, the supervisor will give the complainant the "Important Information Concerning Complaint Filing" (LHP Form 408) letter, and request that the complainant sign the "Receipt for Complaint" (LHP Form 407). If the complainant refuses to sign the receipt, the supervisor will write, "refused to sign" on the receipt. The supervisor will retain the receipt, make a copy, and provide it to the complainant.
7. Upon completion of the preliminary investigation, the supervisor shall forward the complaint form, relevant evidence, and any other supporting documentation to the Professional Standards Commander and the Chief of Police.
8. The Professional Standards Commander will ensure that all complaints are thoroughly, expeditiously, and impartially investigated to equitably determine whether allegations of misconduct are valid.
9. In any case where this Department initiates or receives a complaint against a law enforcement officer, or corrections officer employed by another agency, the investigator shall immediately notify the Chief of Police. The Chief of Police shall assure that the employing agency is notified within five (5) business days.

B. INVESTIGATIVE PROCESS

1. Administrative investigations will be conducted in conformance with Florida Law (Police Officers Bill of Rights, §112.532, Fla. Stat.) and Department policies and procedures.

2. Upon determining the merits of a complaint, the Chief of Police shall appoint a Professional Standards Investigator, who shall contact the complainant and advise him/her that the matter is under investigation, and that the complainant shall receive written notice of the final disposition of the case. The Professional Standards Investigator shall advise the complainant of Department procedures for the processing and investigation of citizen complaints.
 - a. Any supervisor may be assigned as a Professional Standards Investigator. All investigators are responsible for the administrative investigation of complaints, and have full authority to discharge this responsibility.
 - b. Professional standards investigators will be provided access to all Police Department facilities, equipment, and records as directed by the Chief of Police.
 - c. Members will cooperate with and assist professional standards investigators conducting administrative investigations.
3. Members will be notified if they have become the subject of an administrative investigation. The Professional Standards Commander or Investigator will provide the member a written statement of the allegations, and information concerning the member's rights and responsibilities relative to the investigation. When confidentiality is necessary because of the sensitivity of the investigation, the member will not be notified before the initial interview.
4. Members under investigation are required to answer all questions

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related to the performance of their duties. Failure to answer such questions may result in disciplinary action up to and including dismissal. However, information obtained through compelled statements may not be used in future criminal prosecutions.

5. The Chief of Police or his/her designee may require a member to submit to lineups, photographs, medical tests (pursuant to criminal rules of procedure for such evidence collection), laboratory tests, blood tests, urine tests, breath tests, voice prints (other than deception tests), handwriting exemplars, financial disclosures, and other tests, or examinations when there is reasonable suspicion to believe that the result of the test(s) will provide evidence of an administrative violation.
6. Members may be asked to submit to a device measuring truth responses during questioning.
7. Agency issued or assigned property may be subject to inspection or a warrantless search at any time based on reasonable suspicion. Property includes, but is not limited to, vehicles, desks, files, and storage lockers.
8. The Chief of Police has the discretion of seeking outside assistance for the purpose of conducting internal affairs investigations when the need arises.
9. The Chief of Police may refer any complaints that appear to be criminal in nature, to the State Attorney's Office for review.

C. RESPONSIBILITIES OF THE PROFESSIONAL STANDARDS INVESTIGATOR

1. The assigned Professional Standards Investigator is delegated

the authority of the Chief of Police for the purposes of directing the investigation. He/she shall report directly to the Chief of Police.

2. The Professional Standards Investigator will conduct a thorough investigation. At the conclusion of the investigation, he/she will review the facts and evidence gathered, and will make a recommendation of findings for each violation, along with a discipline recommendation, if applicable.
3. The categories for case findings include the following:
 - a. Sustained: Evidence sufficient to prove allegations.
 - b. Not sustained: Insufficient evidence to either prove or disprove allegations.
 - c. Exonerated: Incident occurred was lawful and proper.
 - d. Unfounded: Allegation is false and not factual.
 - e. Policy failure: Flaw in policy contributed to the incident.
4. Upon completing the investigation, the entire case file, including the summary, recommendations, all related statements, and evidence, shall be forwarded to the Chief of Police for final review.
5. The Professional Standards Investigator's report shall contain the following statement:

"I, the undersigned, do hereby swear, under penalty of perjury, that, to the best of my personal knowledge, information, and belief, I have not knowingly or willfully derived, or allowed another to deprive, the subject of the investigation of any of the rights

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contained in §112.532 and §112.533, Fla. Stat.

D. TIMETABLE FOR COMPLETING ADMINISTRATIVE INVESTIGATIONS

1. Administrative investigations are to be completed within 45 days; however, investigations may be extended when extenuating circumstances exist. The Chief of Police must approve all extensions.
 - a. The complainant will be informed if the investigation is expected to exceed 45 days.

E. POLICE CHIEF'S ACTION

1. The Chief of Police will then review the investigation for completeness. If he/she determines that further investigation is warranted, the Chief will return the case to the investigator for follow-up.

If applicable, the investigator will complete an addendum to the investigation and resubmit the file to the Chief of Police.
2. Prior to the Chief of Police making a final determination on the investigation, the subject employee will be given an opportunity to review the investigation, and add any additional information he/she believes is pertinent to the case.
3. The Chief of Police will then review the completed investigation, and any additional information and comments, submitted by the subject employee.
4. The Chief of Police reserves the right to impose a finding and level of discipline he/she deems appropriate.
5. If all parties are in agreement with the recommended disposition and

discipline (if warranted), the Chief of Police will finalize the recommendations and no further action will be required.

6. If the subject employee disagrees with the disposition or level of discipline, he/she may request a pre-determination hearing with the Chief of Police prior to final disposition.

F. PRE-DETERMINATION HEARING

1. Following a sustained finding, and prior to any discipline being imposed, the Chief of Police or subject employee, may schedule/request a pre-determination hearing to discuss the facts of the case, and/or any mitigating circumstances regarding the employee(s) misconduct.
2. At the conclusion of the pre-determination hearing, the Chief of Police will review all of the pertinent information and render a final determination regarding the case disposition and level of discipline.
3. The disposition will be forwarded to Professional Standards Commander for appropriate logging and documentation.

G. ADJUDICATION HEARING

1. In cases where discipline is imposed, the Chief of Police may choose to schedule the employee for an adjudication hearing regarding:
 - a. The disposition of the case;
 - b. The disciplinary action;
 - c. Any mitigating or aggravating factors in the case;
 - d. The effective date of disciplinary action;

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- e. The appropriate procedures for appeal of the disciplinary action.

H. CONFIDENTIALITY OF INVESTIGATIONS

- 1. Any person who is a participant in an internal investigation and reveals investigation information before it becomes public record, is guilty of a misdemeanor and punishable under § 775.082, Fla. Stat.
- 2. Participants will include the complainant, subject of the investigation, investigator, and any witnesses.

I. APPEALS BOARD/ARBITRATION

- 1. Grievances or complaints involving discharge, suspension, demotion, or other disciplinary action imposed by the Department and/or the City may be appealed to the Personnel Appeals Board or to an independent arbitrator as defined in the Collective Bargaining Agreement in the PBA Contract and the General Employees Contract.

J. DOCUMENTING RECEIPT OF ALL GRIEVANCES

- 1. When a supervisor receives a grievance from a subordinate, the supervisor shall document his/her name, date and time the grievance was received on the grievance. (See PBA and Federation of Public Employees contracts for processing requirements).

K. ADMINISTRATIVE RECORDS AND REPORTING (INTERNAL INVESTIGATIONS AND GRIEVANCES)

- 1. The Professional Standards Commander is responsible for recording, registering, and controlling alleged or suspected misconduct complaints against the agency and its members, and for

maintaining the confidentiality of administrative investigation files.

- 2. The Professional Standards Commander is responsible for the maintenance and control of all grievance records, to include:

- a. Assigning a control number to all grievances.
- b. Enter the grievance into the grievance log.
- c. Monitor all active grievances.

- 3. All internal investigations and grievances shall be maintained in a secure area.

- 4. The complainant and affected member(s) will be notified of the disposition of the complaint in writing, upon conclusion of the investigation. The notification will be documented and maintained in the investigative file.

- a. The notification shall include the conclusion of fact and the disposition concerning the allegation of misconduct.

- 5. In cases where discipline is warranted, the Chief of Police shall provide the effected member with the following information in writing:

- a. The reason for discipline or dismissal (if applicable) and the effective date.
- b. The discipline imposed.
- c. The status of fringe and retirement benefits after dismissal (if applicable).

- d. Availability of employee's right to submit information to their personnel file to refute or explain the reasons for the dismissal (if applicable).

PROFESSIONAL STANDARDS INVESTIGATIONS
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6. Any sustained allegation that is a violation of §943.13 (4) or (7), Fla. Stat. (cases involving moral character) will be reported to the Florida Department of Law Enforcement, Division of Criminal Justice Standard and Training. This will be completed by following the instructions for submission on page two of the CJSTC form 78 (Internal Investigation Report).
7. Complaints of misconduct by the agency or its members will be assigned a complaint control number. The Professional Standards Commander will assign a control number and enter the complaint into the IA Log. The log will be updated to reflect the administrative finding and disposition.
 - a. Every assigned complaint will have a master file. The file will contain the original report, copies of offense reports, photographs, and other pertinent documents.
 - b. Audiotapes of administrative investigations will be maintained in the property room. These tapes will be clearly marked with the master file control number, subject member and persons interviewed.
 - c. No one will release, copy, reproduce, or access these files without permission from the Chief of Police.
8. Members requesting to view their disciplinary records may schedule an appointment through the Professional Standards Commander. Members may obtain one copy of his or her disciplinary file without charge. Additional copies will be charged at a rate established by the City of Lighthouse Point.

9. An annual summary of all complaints received and investigated along with the final disposition, shall be made available to the general public upon request.
10. The destruction of IA records/grievances will be performed in accordance with the regulations outlined by the Florida Department of State, Bureau of Archives and Records Management.
11. The Chief of Police will give prior authorization before any records/files are destroyed.

L. EARLY DETECTION SYSTEM

The Professional Standards Commander will review all complaints of employee misconduct to identify members who have a pattern of repeated complaints. These cases will be reported to the Chief of Police and a determination for corrective action will be made. In addition, the Commander will ascertain when additional training or policy revision may be warranted.

M. AUTHORITY TO RELIEVE FROM DUTY

1. The Chief of Police may relieve any member of duty and place them on administrative leave, with or without pay under the following circumstances:
 - a. Following insubordinate or other improper conduct, which adversely affects the operation of the Police Department; or
 - b. When an allegation of misconduct is raised and it is in the best interest of the agency and/or public; or
 - c. When a member's normal faculties are apparently impaired.

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2. Written notice will be provided to the member, as soon as possible.

3. In the absence of the Chief of Police, and after all efforts to notify the Chief of Police have been exhausted, a supervisor may relieve a member of official duties and place the member on administrative leave with pay under the same circumstances as the Chief of Police, as enumerated in L. 1. a, b, c.

In the event that any department member is relieved from duty, under the enumerated circumstances, the Chief of Police will be notified immediately.



Ross Licata
Chief of Police

Police Officers' Bill of Rights

§112.532, Fla. Stat. Law enforcement officers' and correctional officers' rights.--All law enforcement officers and correctional officers employed by or appointed to a law enforcement agency or a correctional agency shall have the following rights and privileges:

- (1) RIGHTS OF LAW ENFORCEMENT OFFICERS AND CORRECTIONAL OFFICERS WHILE UNDER INVESTIGATION.--Whenever a law enforcement officer or correctional officer is under investigation and subject to interrogation by members of his or her agency for any reason that could lead to disciplinary action, suspension, demotion, or dismissal, the interrogation must be conducted under the following conditions:
 - (a) The interrogation shall be conducted at a reasonable hour, preferably at a time when the law enforcement officer or correctional officer is on duty, unless the seriousness of the investigation is of such a degree that immediate action is required.
 - (b) The interrogation shall take place either at the office of the command of the investigating officer or at the office of the local precinct, police unit, or correctional unit in which the incident allegedly occurred, as designated by the investigating officer or agency.
 - (c) The law enforcement officer or correctional officer under investigation shall be informed of the rank, name, and command of the officer in charge of the investigation, the interrogating officer, and all persons present during the interrogation. All questions directed to the officer under interrogation shall be asked by or through one interrogator during any one investigative interrogation, unless specifically waived by the officer under investigation.
 - (d) The law enforcement officer or correctional officer under investigation must be informed of the nature of the investigation before any interrogation begins, and he or she must be informed of the names of all complainants. All identifiable witnesses shall be interviewed, whenever possible, prior to the beginning of the investigative interview of the accused officer. The complaint, all witness statements, including all other existing subject officer statements, and all other existing evidence, including, but not limited to, incident reports, GPS locator information, and audio or video recordings relating to the incident under investigation, must be provided to each officer who is the subject of the complaint before the beginning of any investigative interview of that officer. An officer, after being informed of the right to review witness statements, may voluntarily waive the provisions of this paragraph and provide a voluntary statement at any time.
 - (e) Interrogating sessions shall be for reasonable periods and shall be timed to allow for such personal necessities and rest periods as are reasonably necessary.
 - (f) The law enforcement officer or correctional officer under interrogation may not be subjected to offensive language or be threatened with transfer, dismissal, or disciplinary action. A promise or reward may not be made as an inducement to answer any questions.
 - (g) The formal interrogation of a law enforcement officer or correctional officer, including all recess periods, must be recorded on audio tape, or otherwise preserved in such a manner as to allow a transcript to be prepared, and there shall be no unrecorded questions or statements. Upon the request of the interrogated officer, a copy of any recording of the interrogation session must be made available to the interrogated officer no later than 72 hours, excluding holidays and weekends, following said interrogation.
 - (h) If the law enforcement officer or correctional officer under interrogation is under arrest, or is likely to be placed under arrest as a result of the interrogation, he or she shall be completely informed of all his or her rights before commencing the interrogation.

- (i) At the request of any law enforcement officer or correctional officer under investigation, he or she has the right to be represented by counsel or any other representative of his or her choice, who shall be present at all times during the interrogation whenever the interrogation relates to the officer's continued fitness for law enforcement or correctional service.
 - (j) Notwithstanding the rights and privileges provided by this part, this part does not limit the right of an agency to discipline or to pursue criminal charges against an officer.
- (2) COMPLAINT REVIEW BOARDS.--A complaint review board shall be composed of three members: One member selected by the chief administrator of the agency or unit; one member selected by the aggrieved officer; and a third member to be selected by the other two members. Agencies or units having more than 100 law enforcement officers or correctional officers shall utilize a five-member board, with two members being selected by the administrator, two members being selected by the aggrieved officer, and the fifth member being selected by the other four members. The board members shall be law enforcement officers or correctional officers selected from any state, county, or municipal agency within the county. There shall be a board for law enforcement officers and a board for correctional officers whose members shall be from the same discipline as the aggrieved officer. The provisions of this subsection shall not apply to sheriffs or deputy sheriffs.
- (3) CIVIL SUITS BROUGHT BY LAW ENFORCEMENT OFFICERS OR CORRECTIONAL OFFICERS.--Every law enforcement officer or correctional officer shall have the right to bring civil suit against any person, group of persons, or organization or corporation, or the head of such organization or corporation, for damages, either pecuniary or otherwise, suffered during the performance of the officer's official duties, for abridgment of the officer's civil rights arising out of the officer's performance of official duties, or for filing a complaint against the officer which the person knew was false when it was filed. This section does not establish a separate civil action against the officer's employing law enforcement agency for the investigation and processing of a complaint filed under this part.
- (4)
- (a) NOTICE OF DISCIPLINARY ACTION.--A dismissal, demotion, transfer, reassignment, or other personnel action that might result in loss of pay or benefits or that might otherwise be considered a punitive measure may not be taken against any law enforcement officer or correctional officer unless the law enforcement officer or correctional officer is notified of the action and the reason or reasons for the action before the effective date of the action.
 - (b) Notwithstanding s. 112.533(2), whenever a law enforcement officer or correctional officer is subject to disciplinary action consisting of suspension with loss of pay, demotion, or dismissal, the officer or the officer's representative shall, upon request, be provided with a complete copy of the investigative file, including the final investigative report and all evidence, and with the opportunity to address the findings in the report with the employing law enforcement agency before imposing disciplinary action consisting of suspension with loss of pay, demotion, or dismissal. The contents of the complaint and investigation shall remain confidential until such time as the employing law enforcement agency makes a final determination whether or not to issue a notice of disciplinary action consisting of suspension with loss of pay, demotion, or dismissal. This paragraph does not provide law enforcement officers with a property interest or expectancy of continued employment, employment, or appointment as a law enforcement officer.
- (5) RETALIATION FOR EXERCISING RIGHTS.--No law enforcement officer or correctional officer shall be discharged; disciplined; demoted; denied promotion, transfer, or reassignment; or otherwise discriminated against in regard to his or her employment or appointment, or be threatened with any such treatment, by reason of his or her exercise of the rights granted by this part.
- (6) LIMITATIONS PERIOD FOR DISCIPLINARY ACTIONS.--
- (a) Except as provided in this subsection, disciplinary action, suspension, demotion, or dismissal may not be undertaken by an agency against a law enforcement officer or correctional officer for any act, omission, or other allegation of misconduct if the investigation of the allegation is not

completed within 180 days after the date the agency receives notice of the allegation by a person authorized by the agency to initiate an investigation of the misconduct. If the agency determines that disciplinary action is appropriate, it shall complete its investigation and give notice in writing to the law enforcement officer or correctional officer of its intent to proceed with disciplinary action, along with a proposal of the specific action sought, including length of suspension, if applicable. Notice to the officer must be provided within 180 days after the date the agency received notice of the alleged misconduct, except as follows:

- 1 The running of the limitations period may be tolled for a period specified in a written waiver of the limitation by the law enforcement officer or correctional officer.
 - 2 The running of the limitations period is tolled during the time that any criminal investigation or prosecution is pending in connection with the act, omission, or other allegation of misconduct.
 - 3 If the investigation involves an officer who is incapacitated or otherwise unavailable, the running of the limitations period is tolled during the period of incapacitation or unavailability.
 - 4 In a multijurisdictional investigation, the limitations period may be extended for a period of time reasonably necessary to facilitate the coordination of the agencies involved.
 - 5 The running of the limitations period may be tolled for emergencies or natural disasters during the time period wherein the Governor has declared a state of emergency within the jurisdictional boundaries of the concerned agency.
 - 6 The running of the limitations period is tolled during the time that the officer's compliance hearing proceeding is continuing beginning with the filing of the notice of violation and a request for a hearing and ending with the written determination of the compliance review panel or upon the violation being remedied by the agency.
- (b) An investigation against a law enforcement officer or correctional officer may be reopened, notwithstanding the limitations period for commencing disciplinary action, demotion, or dismissal, if:
- 1 Significant new evidence has been discovered that is likely to affect the outcome of the investigation.
 - 2 The evidence could not have reasonably been discovered in the normal course of investigation or the evidence resulted from the predisciplinary response of the officer.

Any disciplinary action resulting from an investigation that is reopened pursuant to this paragraph must be completed within 90 days after the date the investigation is reopened.



Ross Licata
Chief of Police

City of Lighthouse Point
POLICE DEPARTMENT

3701 NE 22 Avenue / Lighthouse Point, FL

Website:
www.lighthousepoint.com
Phone (954) 942-8080

RECEIPT FOR COMPLAINANT
IMPORTANT INFORMATION CONCERNING COMPLAINT FILING

I _____ HAVE RECEIVED A COPY OF THE CITY
(PRINT NAME)
OF LIGHTHOUSE POINT POLICE DEPARTMENT'S "IMPORTANT INFORMATION
CONCERNING COMPLAINT FILING" NOTICE WHICH CONTAINS RULES
ESTABLISHED RELATIVE TO THE INVESTIGATION OF A DEPARTMENT MEMBER.

I HAVE ALSO BEEN GIVEN THE OPPORTUNITY TO READ THE CONTENTS
OF THIS NOTICE AND UNDERSTAND IT FULLY.

SIGNED _____

DATE _____ TIME _____

WITNESSING SUPERVISOR _____

POLICE DEPARTMENT CASE # _____



Ross Licata
Chief of Police

City of Lighthouse Point **POLICE DEPARTMENT**

3701 NE 22 Avenue / Lighthouse Point, FL

Website:
www.lighthousepoint.com
Phone (954) 942-8080

IMPORTANT INFORMATION CONCERNING CITIZEN COMPLAINT FILING

It is the policy of the Lighthouse Point Police Department to investigate all complaints made against the department or its personnel, thoroughly, completely and impartially. A proper relationship between the department and the citizens we serve, fostered by trust and confidence is essential to effective law enforcement efforts.

The Lighthouse Point Police Department complaint process has been developed to ensure this proper relationship provides people with a fair and effective method to address legitimate complaints against Police Department personnel and to protect officers and employees from false charges of misconduct or wrongdoing.

The department would prefer you speak with a supervisor when you file a complaint. We do this to ensure that we obtain all the necessary information that we will need to fully and impartially investigate your complaint, as well as expedite the resolution of any complaints.

If you do not want to speak with a supervisor, you are able to file a complaint against an employee by fully and accurately completing the attached complaint form. We ask that you print neatly or type the form, if possible.

To ensure that such investigations are conducted in a manner conducive to good order and discipline, meanwhile observing and protecting the individual rights of each member of the Department, the following rules are hereby established relative to investigation of a Department member:

- **If you wish to pursue this complaint, you will be required to give a sworn statement as to the nature of your complaint.**
- **You will be sent a letter from the investigator assigned to the case requesting you immediately schedule an interview for the taking of your sworn statement. Failure to schedule an interview appointment as requested greatly limits the ability of this agency to conduct both a proper and thorough investigation and may result in no further action on your complaint being taken.**
- **This statement will be covered by the perjury statutes of the State of Florida, in particular, §837.06, Florida Statute, which makes it a second-degree misdemeanor to knowingly make a false statement in writing with the intent to mislead a public servant in the performance of his duty and §92.525, Florida Statute, which makes it a third degree felony to knowingly make a false written declaration.**

MARGATE POLICE DEPARTMENT

Police Department:	Margate Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<p><i>If you do not wish to speak with a supervisor, you may file a complaint against an employee or officer by fully and accurately completing the attached complaint form. We ask that you print neatly or type the form if possible. An electronic version of this form is available online at www.margatefl.com/police if you prefer to utilize that format. View a printable version of this form (PDF) in Adobe format.</i></p> <p><i>Drop it off at the police department front desk sealed in an envelope. Give it to any Margate Police Department officer or employee sealed in an envelope.</i></p> <p><i>Mail it to the Police Department at: Margate Police Department</i></p> <p><i>5790 Margate Blvd. Margate, FL 33063</i></p> <p><i>Fax it to the police department at: 954-935-5476.</i></p> <p><i>Email it to: mpd@margatefl.com.</i></p>

Police Department:	Margate Police Department
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>The department would prefer you to speak with a supervisor when you file a complaint. We do this to ensure that we obtain all the necessary information that we will need to investigate your complaint fully and impartially, as well as expedite the resolution of any complaints.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	Yes.
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Margate Police Department
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>It is the policy of the Margate Police Department to investigate all complaints made against the department or its personnel, thoroughly, completely, and impartially. A proper relationship between the department and the citizens we serve, fostered by trust and confidence, is essential to effective law enforcement efforts.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>The police department will assign your complaint to a supervisor to investigate.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	Yes.
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>The supervisor will contact you and send you a receipt indicating receipt of your complaint. You can contact that supervisor at any time to follow the progress of your complaint.</i>

Police Department:	Margate Police Department
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>The chief of police will send you a letter notifying you of the conclusion of the investigation and any action taken.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>



MARGATE POLICE DEPARTMENT

PERSONNEL COMPLAINT PROCEDURE

It is the policy of the Margate Police Department to investigate complaints made against the department or its personnel, thoroughly, completely and impartially. A proper relationship between the department and the citizens we serve, fostered by trust and confidence, is essential to effective law enforcement efforts.

The Margate Police Department complaint process has been developed to ensure this proper relationship provides people with a fair and effective method to address legitimate complaints against Police Department personnel as well as to protect officers and employees from false charges of misconduct or wrongdoing.

The department would prefer that complainants speak with a supervisor when filing a complaint. We do this to ensure that we obtain all the necessary information that we will need to fully and impartially investigate and resolve complaints.

If you do not wish to speak with a supervisor, you may still file a complaint against an employee or officer by fully and accurately completing the attached personnel complaint report form. We ask that you print neatly or type the form if possible. If you wish, you can complete your complaint narrative as a separate document via word processing and submit it with the personnel complaint form cover sheet.

If you require assistance with the personnel complaint report form, you can call a Professional Standards Investigator at 954-935-5429. The investigator will assist you with any questions you may have. When you have completed the complaint form, you can return it to the Police Department via any of the following methods:

- Drop it off at the Police Department front desk sealed in an envelope;
- Give it to any Margate Police Department officer or employee sealed in an envelope;
- Mail it to the Police Department;
- Fax it to the Police Department at 954-935-5476;
- Email a scanned copy as an attachment to the Police Department at mpd@margatefl.com.

The Police Department will assign your complaint to a supervisor to investigate. The supervisor will contact you and send you a receipt acknowledging your complaint. You can contact that supervisor at any time to follow the progress of your complaint. The Chief of Police will send you a letter notifying you of the conclusion of the investigation and any action taken.

It certainly is unfortunate that you had occasion to be less than satisfied with a member of our department. We certainly hope that all future contacts with members of our department are positive ones.

MIRAMAR

POLICE DEPARTMENT

Police Department:	Miramar Police Department
Please provide a copy of the complaint form.	<i>Attached</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Online and in person</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Contact the Internal Affairs Unit at 954-602-3843 or IA@miramarpd.org. You may also contact any police department supervisor or any communications desk officer by calling 954-602-4000. Complete the Citizen Comment Form. It is preferred that the complainant directly involved in the allegation complete the form.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Miramar Police Department
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>The complainant will be contacted by the investigating supervisor or the Internal Affairs Unit. At this step the complainant may be requested to give sworn statements, produce any evidence of allegations and/or discuss the complaint.</i>
Do complaint forms require a signature under the penalty of perjury?	Yes
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Miramar Police Department
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<p><i>The results, or findings, have five different classifications:</i></p> <p><i>Sustained: The allegation is true, and the action of the officer was not consistent with policy.</i></p> <p><i>Not Sustained: There is insufficient evidence to prove or refute the allegation.</i></p> <p><i>Unfounded: Either the allegation is demonstrably false or there is no credible evidence to support it.</i></p> <p><i>Exonerated: The allegation is true, but the action of the member was consistent with policy.</i></p> <p><i>Incomplete: The investigation could not be thoroughly or properly investigated.</i></p> <p><i>Withdrawn: The complainant withdrew the allegation.</i></p>

Police Department:	Miramar Police Department
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?	<i>All complaints are kept confidential and are not subject to public disclosure prior to the completion of the investigation.</i>
What is the average timeframe of a complaint investigation from filing to conclusion?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Nature of your Comments: _____

Please describe, in your own words, your suggestion or the events that prompted you to complete this form:

(Please feel free to attach an additional sheet of paper to this form should you need additional writing space.)

◆ IMPORTANT NOTE: We value your input. We must remind you that making a false statement could subject you to criminal or civil penalties by applicable Florida Statutes.

YOUR CERTIFICATION: I certify that, to the best of my knowledge, the above and attached information I have provided is true and correct.

Your Signature _____

May a Miramar Police Department supervisor contact you for follow up? YES NO

May we use your comments in our publications or on our website? YES NO

YOU MAY BRING THIS FORM TO ANY MIRAMAR POLICE DEPARTMENT FACILITY (LISTED ON THE INSIDE OF THIS BROCHURE) OR YOU MAY MAIL IT TO:
MIRAMAR POLICE DEPARTMENT
ATTN: OFFICE OF THE CHIEF OF POLICE
11765 CITY HALL PROMENADE
MIRAMAR, FLORIDA 33025

MIRAMAR POLICE DEPARTMENT

CORE VALUES AND BELIEFS

- ◆ We believe that the basis of professionalism is a combination of **HONOR, INTEGRITY, and ACCOUNTABILITY**
- ◆ We are **COMMITTED** to developing and providing **LEADERSHIP as PARTNERS** with the **COMMUNITY**
- ◆ Our understanding of **DIVERSITY** is key to our success
- ◆ We **RESPECT** our fellow employees and the citizens we serve
- ◆ Through **TEAMWORK**, we effectively achieve our goals
- ◆ We foster open and honest **COMMUNICATION**

MIRAMAR POLICE DEPARTMENT

11765 City Hall Promenade
MIRAMAR, FLORIDA 33025
PHONE: 954.602.4000
E MAIL: IA@miramarpd.org
HTTP:// www.miramarpd.org



YOUR SUGGESTIONS AND IMPRESSIONS ARE VALUED

CITIZEN COMMENT BROCHURE



VISIT US AT WWW.MIRAMARPD.ORG



MIRAMAR POLICE DEPARTMENT

How well are we serving our community?

The primary goal of the Miramar Police Department is to continue making the city of Miramar a safer place for our residents. We encourage community partnerships, protect the safety and well-being of our citizens, and take a proactive stance through crime prevention programs. We are committed to maintaining our strong relationships with all of our residents.



The Miramar Police Department's Anniversary Badge celebrating our 50th anniversary in 2005.

The Miramar Police Department is committed to providing excellent police service to the community. Citizen cooperation and input is essential if the department is to succeed in this goal. If you have any questions or recommendations on how the Miramar Police Department can improve police service please let us know by completing the form included in this brochure.

THE DEPARTMENT'S MISSION

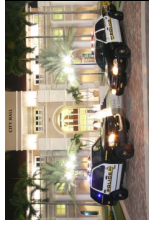
We pledge to provide a safe and secure environment and enhance the quality of life in the city of Miramar by working in partnership with the community, providing progressive police services, impartially enforcing the laws, and preserving the peace and protecting the individual rights of our citizens.

What happens after you submit this form?

Commodations will be reviewed by the Office of the Chief of Police and then forwarded to the employee through the employee's chain of command and it will be added to the employee's personnel file.

Suggestions will be reviewed by the Office of the Chief of Police and will then be forwarded to the Division or Unit it relates to for follow up. They will consider the suggestion and report the result back to their respective Bureau Commander. They may even contact you for clarification or feedback from proposed changes stemming from your suggestion if you check the "May a Miramar Police Department supervisor contact you for follow up?" check box on this brochure.

The Chief of Police will review all complaints and a determination will be made to either assign the complaint to the immediate supervisor or the Internal Affairs Unit to conduct an investigation. Following a thorough and impartial investigation, a disposition will be rendered based on all available factual information. The citizen will be contacted at the completion of the investigation, and at that time will have an opportunity to discuss the disposition of the complaint. The Internal Affairs Unit will accept all complaints whether delivered by letter or telephone, in person or anonymous.



Miramar Police Department vehicles in front of Miramar's Town Center building

Please let us know how we are doing?

Please provide us with the following information:

Today's date: _____

This is a:

Commendation Suggestion Complaint

Your information:

Your name: _____

E-Mail Address: _____

Street Address: _____

City: _____

State: _____ Zip Code: _____

Home telephone: () - _____

Other phone: () - _____ Business Cell

Information about your contact with our employee:

Date of contact: _____

Time: _____

Location: _____

Employee name(s): _____

ID#(s) (if known): _____

Witness Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: () - _____

MISSION STATEMENT

"Serving Our Community"

MIRAMAR POLICE DEPARTMENT

HEADQUARTERS BUILDING:
11765 CITY HALL PROMENADE
MIRAMAR, FLORIDA 33025

WEST DISTRICT STATION:
2811 SOUTHWEST 186TH AVENUE
MIRAMAR, FLORIDA 33029

INTERNAL INVESTIGATIONS UNIT:
2271 CIVIC CENTER PLACE
MIRAMAR, FLORIDA 33025
(954) 602-3843

PEMBROKE PINES POLICE DEPARTMENT

Police Department:	Pembroke Pines Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>A copy of our Complaint Initiation Form can be obtained at our East PD Headquarters or West PD Substation or online.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<p><i>Complaints will be accepted in person, by telephone, or by letter. It is preferred that the complaint be made in person by the individual who is directly involved in the allegation against the Pembroke Pines Police Department employee.</i></p> <p><i>During non-business hours, complaints may be directed to any on-duty supervisor. If the complaint is of a serious nature, Internal Affairs investigators are available on a call out basis 24 hours a day. Should a citizen be unable or unwilling to come to the Internal Affairs Office, an investigator may arrange to meet the complainant at another location. A complaint may also be initiated by a letter.</i></p>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Pembroke Pines Police Department
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>A complainant may be required to give a sworn statement and requested to take a polygraph examination. Florida law requires that the complainant's name be provided to the police officer under investigation.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Pembroke Pines Police Department
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<p><i>The Internal Affairs Unit is responsible for investigating complaints and allegations of improper conduct made against employees of the Pembroke Pines Police Department.</i></p> <p><i>Serious complaints, such as criminal misconduct or brutality, are investigated by Internal Affairs. Less serious complaints, such as discourtesy and unprofessional conduct, will normally be investigated by the employee's supervisor.</i></p>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	Yes.
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Pembroke Pines Police Department
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>If the citizen is not satisfied with the disposition of the investigation, an appeal can be taken to the chief of police or his/her designee, Broward County State Attorney's Office, Florida Department of Law Enforcement, or Federal Bureau of Investigations.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

is investigated by the employee's supervisor. All complaints of a serious nature are assigned to an Internal Affairs Investigator.

3. The complaint is thoroughly investigated. Formalized findings are reviewed by the Chief of Police or his designee.
4. The complainant and employee are informed of the findings.
5. The employee may request a hearing if discipline is imposed.

YOUR RIGHTS AS A COMPLAINANT

Any Citizen who believes a Police Department employee is guilty of misconduct has the right to make a complaint to any on-duty supervisor or directly to Internal Affairs.

Once the complaint has been investigated, the citizen has the right to know the results. If the citizen is not satisfied with the disposition of the investigation, an appeal can be taken to:

- The Chief of Police or his designee
- The Broward County State Attorney's Office
- The Florida Department of Law Enforcement
- The Federal Bureau of Investigations



FALSE COMPLAINTS

False complaints are sometimes made against Police Department employees. Citizens should be aware that making a false statement or written declaration under oath may be a violation of Florida State Statute.

The Pembroke Pines Police Department believes that a fair and impartial complaint review process is necessary to ensure that the community received the highest degree of professional law enforcement service. If it becomes necessary to make a complaint, you can be assured of a fair and thorough investigation.

QUESTIONS OR RECOMMENDATIONS

The Pembroke Pines Police Department is committed to providing the best police service possible. Citizen cooperation and input is essential if the department is to succeed in this goal. If you have any questions or recommendations on how the department can improve your police service, you can:

- Call the Chief of Police
954- 431-2466
- Call the Operations or Administration Bureau Major
954- 436-3200
- Call the Investigations Division Captain
(If the matter concerns investigations)
954- 431-2225

Pembroke Pines Police Department

Employee Commendation or Complaint Brochure



Kipp M. Shimpeno
Chief of Police

9500 Pines Boulevard
Pembroke Pines, Florida 33024
954-431-2200

COMMENDING SUPERIOR PERFORMANCE

If you wish to commend the actions of any Pembroke Pines Police Department officer or employee you may:

- Ask to speak to the employee's supervisor and verbally communicate your praise.
- Write a letter or e-mail to the Chief of

Police explaining your praise.



Correspondence complimenting superior performance by a Pembroke Pines Police Department employee will be brought to the employee's attention. In addition, it will be placed in the employee's personnel file.

Your compliments regarding our employees are greatly appreciated. Comments regarding the professionalism and outstanding service department employees provide are always welcome.

COMPLAINTS

It is understood that a law enforcement agency cannot be successful in the administration of justice without the support of the community it serves.

To establish mutual trust, both citizens and Police Department employees must be assured that a fair and impartial system exists to thoroughly investigate and properly resolve complaints of misconduct.

In a continuing effort to provide the best possible law enforcement service to the citizens of the City of Pembroke Pines, the Pembroke Pines Police Department is providing the community with this information explaining how citizen complaints are made, investigated and resolved.

INTERNAL AFFAIRS UNIT

The Internal Affairs Unit is responsible for investigating complaints and allegations of improper conduct made against employees of the Pembroke Pines Police Department. The Internal Affairs Office is located at:

City of Pembroke Pines Police Department
9500 Pines Boulevard
Pembroke Pines, Florida 33024
Telephone 954-436-3280
Office Hours Monday-Thursday 8:00 am-6:00 pm

During non-business hours, complaints may be directed to any on-duty supervisor. If the complaint is of a serious nature, Internal Affairs investigators are available on a call out basis 24 hours a day.

Should a citizen be unable or unwilling to come to the Internal Affairs Office, an investigator may arrange to meet the complainant at another location. A complaint may also be initiated by a letter.

THE COMPLAINT PROCESS

Serious complaints, such as criminal misconduct or brutality, are investigated by Internal Affairs. Less serious complaints, such as discourtesy and unprofessional conduct, will normally be investigated by the employee's supervisor. A complainant may be required to give a sworn statement and requested to take a polygraph examination. Florida Law requires that the complainant's name be provided to the police officer under investigation.

The following steps are taken in the investigation of your complaint:

1. The complaint is received, generally in the form of a signed affidavit or sworn statement.
2. The complaint is reviewed by the Chief of Police or his designee. If minor in nature, it



Pembroke Pines Police Department



COMPLAINT INITIATION PACKET

Values of the Pembroke Pines Police Department:
Integrity Commitment, Respect, Teamwork and Innovation

COMPLAINANT	Name:		Phone Number:	
	Date of Incident:		Case Number (if known):	
	Address:			
	Location of Incident:			
	Alleged Violation:			
	Race:		Sex:	Date of Birth:
Date Received:		By Whom:		In Person <input type="checkbox"/> Telephone <input type="checkbox"/> Mail <input type="checkbox"/>
PERSONNEL INVOLVED	Name:		Badge/CCN:	
	Name:		Badge/CCN:	
	Name:		Badge/CCN:	
	Name:		Badge/CCN:	
	Name:		Badge/CCN:	
WITNESSES	Name:		Phone Number:	
	Address:			
	Name:		Phone Number:	
	Address:			
	Name:		Phone Number:	
	Address:			

Citizen Complaint Affidavit

I, [REDACTED], do hereby swear and affirm that the information provided by me in this manner is true and correct to the best of my knowledge and belief. I understand that any false statement made by me under oath which I do not believe to be true, may subject me to civil and/or criminal prosecution per FSS 837.012.

FSS 837.012 – Perjury when not in official proceeding, provides that:

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Pembroke Pines Police Department



COMPLAINT INITIATION PACKET

Values of the Pembroke Pines Police Department:

Integrity, Commitment, Respect, Teamwork and Innovation

- (1) Whoever makes a false statement, which he or she does not believe to be true, under oath, not in an official proceedings, in regard to any material matter shall be guilty of a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083.
- (2) Knowledge of the materiality of the statement is not an element of this crime, and the defendant's mistaken belief that his or her statement was not material is not a defense.

FSS 112.532(3) – Officers have the right to bring a civil suit against any individual who files a false or malicious complaint.

Further, I hereby acknowledge that if any action is initiated through a court or administrative hearing as a result of any complaint, my testimony before these hearings may be required. I hereby agree to make myself available to the aforementioned court or administrative hearing when requested.

FSS 817.49 False reports of commission of crimes; penalty.

- (1) Except as provided in subsection (2), whoever willfully imparts, conveys, or causes to be imparted or conveyed to a law enforcement officer or employee of a public safety agency false information or reports concerning the alleged commission of any crime under the laws of this state, knowing such information or report to be false, when no such crime has actually been committed, commits a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083.
- (2) (a) As used in this section, the term “public safety agency” means a law enforcement agency, professional or volunteer fire department, emergency medical service, ambulance service, or other public entity that dispatches or provides first responder services to respond to crimes, to assist victims of crimes, or to apprehend offenders.
 - (b) If the willful making of a false report of a crime as set forth in this section results in a response by a federal, state, district, municipal, or other public safety agency and the response results in:
 1. Great bodily harm, permanent disfigurement, or permanent disability to any person as a proximate result of lawful conduct arising out of a response, the person making such report commits a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.
 2. Death to any person as a proximate result of lawful conduct arising out of a response, the person making such report commits a felony of the second degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.
- (3) A court shall order any person convicted of violating this section to pay restitution, which shall include full payment for any cost incurred by a responding public safety agency.(JURGENS 673)

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COMPLAINT INITIATION PACKET

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Complaint:

Complaint Continued

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Pembroke Pines Police Department



COMPLAINT INITIATION PACKET

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(Signature of Complainant)

State of Florida, County of Broward
Sworn to and subscribed before me this ___ day of _____,
20____, who is personally known to me or who has produced
_____ (ID) as proof of identification.

Notary Public/Police Officer CCN

Notice and Agreement

Complainant: [Redacted]

Florida State Statute 112.533 provides that:

(1) Every law enforcement agency and correctional agency shall establish and put into operation a system for the receipt, investigation, and determination of complaints received by such agency from any person, which shall be the procedure for investigating a complaint against a law enforcement and correctional

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Pembroke Pines Police Department



COMPLAINT INITIATION PACKET

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officer and for determining whether to proceed with disciplinary action or to file disciplinary charges, notwithstanding any other law or ordinance to the contrary. This subsection does not preclude the Criminal Justice Standards and Training Commission from exercising its authority under chapter 943.

(2)(a) A complaint filed against a law enforcement officer or correctional officer with a law enforcement agency or correctional agency and all information obtained pursuant to the investigation by the agency of such complaint shall be confidential and exempt from the provisions of s. 119.07(1) until the investigation ceases to be active, or until the agency head or the agency head's designee provides written notice to the officer who is the subject of the complaint, either personally or by mail, that the agency has either:

1. Concluded the investigation with a finding not to proceed with disciplinary action or to file charges; or
2. Concluded the investigation with a finding to proceed with disciplinary action or to file charges.

Notwithstanding the foregoing provisions, the officer who is the subject of the complaint, along with legal counsel or any other representative of his or her choice, may review the complaint and all statements regardless of form made by the complainant and witnesses immediately prior to the beginning of the investigative interview. If a witness to a complaint is incarcerated in a correctional facility and may be under the supervision of, or have contact with, the officer under investigation, only the names and written statements of the complainant and non-incarcerated witnesses may be reviewed by the officer under investigation immediately prior to the beginning of the investigative interview.

(b) This subsection does not apply to any public record which is exempt from public disclosure pursuant to s. 119.07(3). For the purposes of this subsection, an investigation shall be considered active as long as it is continuing with a reasonable, good faith anticipation that an administrative finding will be made in the foreseeable future. An investigation shall be presumed to be inactive if no finding is made within 45 days after the complaint is filed.

(c) Notwithstanding other provisions of this section, the complaint and information shall be available to law enforcement agencies, correctional agencies, and state attorneys in the conduct of a lawful criminal investigation.

(3) A law enforcement officer or correctional officer has the right to review his or her official personnel file at any reasonable time under the supervision of the designated records custodian. A law enforcement officer or correctional officer may attach to the file a concise statement in response to any items included in the file identified by the officer as derogatory, and copies of such items must be made available to the officer.

(4) Any person who is a participant in an internal investigation, including the complainant, the subject of the investigation and the subject's legal counsel or a representative of his or her choice, the investigator conducting the investigation, and any witnesses in the investigation, who willfully discloses any information obtained pursuant to the agency's investigation, including, but not limited to, the identity of the officer under investigation, the nature of the questions asked, information revealed, or documents furnished in connection with a confidential internal investigation of an agency, before such complaint, document, action, or proceeding becomes a public record as provided in this section commits a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083. However, this subsection does not limit a law enforcement or correctional officer's ability to gain access to information under paragraph (2)(a). Additionally, a sheriff, police chief, or other head of a law enforcement agency, or his or her designee, is not precluded by this section from acknowledging the existence of a complaint and the fact that an investigation is underway.

I HAVE READ AND/OR HAD READ TO ME THE ABOVE LAW AND EXPLANATION. I UNDERSTAND THE REQUIREMENT OF SAID LAW.

(Signature of Complainant)

(Name of Complainant)

State of Florida, County of Broward Sworn to and subscribed before me this ___ day of _____ 20___, who is personally known to me or who has produced _____ (ID) as proof of identification.

Notary Public/Police Officer

CCN

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PLANTATION POLICE DEPARTMENT

Police Department:	Plantation Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<p><i>The Plantation Police Department takes ALL complaints seriously. Complaints can be made in person or online by filling out our online form, calling us via telephone at 954-797-2174, or sending us an email to JDiaz@psd.plantation.org</i></p> <p><i>Complaints can be made directly to the Office of Internal Affairs or any Plantation Police Department supervisor via the Plantation Police Department's website "online commendation/ complaint form".</i></p>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Plantation Police Department
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Internal Affairs</i>

Police Department:	Plantation Police Department
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Your complaint will be thoroughly investigated, either by the Office of Internal Affairs or the employee's direct supervisor. Depending on the nature of the allegations, a sworn, taped statement will be requested. Remember, simply relate the facts, and do not attempt to embellish or add to your complaint. If you intentionally make a false complaint against an officer or employee, you may be prosecuted criminally and/or held civilly liable.</i></p>
<p>Are all complaints given a case number?</p>	<p>Yes.</p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Complainant will be provided a written letter indicating the final findings at the conclusion of the investigation.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Plantation Police Department
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>The length of an investigation is largely dependent on the circumstances surrounding the allegation. An administrative investigation can take up to six months depending on the scope and complexity of the investigation.</i></p>



PLANTATION POLICE DEPARTMENT



GENERAL COMPLAINT FORM

Administrative Inquiry # _____ Date _____

Complainant's Name _____

Complainant's Address _____

Phone Numbers (home) _____ (other) _____

Nature of Complaint _____

Date of Occurrence _____ Time _____ Location _____

COMPLAINT

(Signature of Complainant)

Sworn to and subscribed before me,

(Printed Name of Supervisor's Name and PL#),

this _____ day of _____, 20____.
(date) (month) (year)

(Signature of Supervisor Taking Complaint)



PLANTATION POLICE DEPARTMENT



GENERAL COMPLAINT FORM

Supervisor's Remarks / Narrative Continuation

Supervisor's Investigation Complaint (continued)

(Signature of Complainant)

(Signature of Investigating Supervisor)

SCHOOL BOARD OF BROWARD COUNTY POLICE DEPARTMENT

Police Department:	School Board of Broward County Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	School Board of Broward County Police Department
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	School Board of Broward County Police Department
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	School Board of Broward County Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

SEMINOLE POLICE DEPARTMENT

Police Department:	Seminole Police Department
Please provide a copy of the complaint form.	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<p><i>The department would prefer you to speak with a supervisor when you file a complaint. We do this to ensure that we obtain all the necessary information that we will need to investigate your complaint fully and impartially, as well as expedite the resolution of any complaints.</i></p> <p><i>If you do not want to speak with a supervisor, you are able to file a complaint against an employee or officer by fully and accurately completing the attached complaint form. We ask that you print neatly or type the form if possible.</i></p> <p><i>If you need help with the complaint form, which is attached, you can call a Professional Standards Investigator at 954-967-8900. The investigator will assist you with any questions you may have.</i></p>

Police Department:	Seminole Police Department
	<p><i>When you have completed the complaint form, you can return it to the police department in any of the following ways:</i></p> <ul style="list-style-type: none"> • <i>Drop it off at any of the Seminole Police Department front desks sealed in an envelope.</i> • <i>Give it to any Seminole Police Department officer or employee sealed in an envelope.</i> • <i>Mail it to the police department.</i> • <i>Fax it to the police department at 954-983-3341.</i>
<p>Are anonymous complaints accepted? If so, what is the process?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Can all employees of the department accept complaints?</p>	<p>Yes.</p>
<p>Are complaint forms available in multiple languages?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are translation services available to assist members of the public file a complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Do complaint forms comply with ADA standards and best practices?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Seminole Police Department
Do complaint forms require a signature under the penalty of perjury?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Is there a risk in making a complaint against a department employee?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints investigated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Who reviews and/or investigates complaints?	<i>The Police Department will assign your complaint to a supervisor to investigate.</i>
What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Seminole Police Department
What happens when an investigation is initiated?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are all complaints given a case number?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>The supervisor will contact you. You can contact that supervisor at any time to follow the progress of your complaint.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens when an investigation is concluded?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>Based on the publicly available website, information is not available to answer this question.</i>
What happens if the complaint cannot be proven or is not true?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Seminole Police Department
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>



SEMINOLE POLICE DEPARTMENT

COMPLAINT AGAINST EMPLOYEE FORM

Professional Standards Number _____

Last Name: _____ First: _____ Middle: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Race: ____ Sex: ____ Home Phone: _____ Work Phone: _____ Cell Phone: _____

I wish to make a formal complaint against:

I, _____ have been made aware that under Florida Statute #112.533, when making a complaint against a sworn police officer that “Any person who is a participant in an internal investigation, including the complainant, the subject of the investigation and the subject’s legal counsel or a representative of his or her choice, the investigator conducting the investigation, and any witnesses in the investigation, who willfully discloses any information obtained pursuant to the agency’s investigation, including, but not limited to, the identity of the officer under investigation, the nature of the questions asked, information revealed, or documents furnished in connection with a confidential internal investigation of an agency, before such complaint, document, action, or proceeding becomes a public record as provided in this section commits a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083.”

Further, “I, the undersigned, do hereby swear, under penalty of perjury, that, to the best of my personal knowledge, information, and belief, I have not knowingly or willfully deprived, or allowed another to deprive, the subject of the investigation of any of the rights contained in ss. 112.532 and 112.533, Florida Statutes.”

BASIS FOR COMPLAINT:

This document is the confidential property of the Seminole Tribe of Florida and the Seminole Police Department. This document may not be reproduced by any means, disseminated, or removed from the Seminole Police Department except for authorized purposes at the direction of the Chief of Police. Failure to comply with this Policy may result in disciplinary action which may include termination of employment, and/or the filing of any other action available to the Seminole Tribe of Florida and the Seminole Police Department.

SUNRISE POLICE DEPARTMENT

Police Department:	Sunrise Police Department
Please provide a copy of the complaint form.	<i>Attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<p><i>Please include a valid telephone number and e-mail address when completing this form for the chief of police. This form is for questions and answers only. We cannot take reports or dispatch officers via the Internet or this form. This form is not monitored 24 hours a day 7 days a week.</i></p> <p><i>Internal Affairs Division - Office of Chief</i></p> <p><i>10440 W. Oakland Park Blvd</i></p> <p><i>Sunrise, FL 33351</i></p> <p><i>Phone us at: (954) 746-3583</i></p> <p><i>Contact us at: https://www.sunrisefl.gov/Home/Components/FormBuilder/FormBuilder/10ee484f9ef749528c65c8ffb32dcdfc/482</i></p>
Is identification required to receive a complaint form?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Sunrise Police Department
Are anonymous complaints accepted? If so, what is the process?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Can all employees of the department accept complaints?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are complaint forms available in multiple languages?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Are translation services available to assist members of the public file a complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>
Do complaint forms comply with ADA standards and best practices?	<i>Based on the publicly available website, information is not available to answer this question.</i>
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<i>The process begins with the Internal Affairs Division (IAD). If IAD offices are closed, you may lodge a complaint with any supervisory officer of the department. Once received, the complaint will be investigated by IAD or the employee's supervisor.</i>
Do complaint forms require a signature under the penalty of perjury?	<i>Florida law requires that all complaints against police officers must be in writing and signed by the person making the complaint. Just as citizens who are arrested must be notified of the charges against them, police officers must be given a copy of the complaint before any disciplinary action may be taken.</i>
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	<i>Based on the publicly available website, information is not available to answer this question.</i>

Police Department:	Sunrise Police Department
<p>Are there any rules/practices/protocols about bringing witnesses, advocates, translators?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Is there a risk in making a complaint against a department employee?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints investigated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Who reviews and/or investigates complaints?</p>	<p><i>When a citizen lodges a complaint against a member of the Sunrise Police Department, it is assigned to the Internal Affairs Division for review. This office is open Monday through Friday, 8:00 a.m. to 4:00 p.m.</i></p>
<p>What evidence does the department use in completing its investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-worn video footage? Recordings from the incident location?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is initiated?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Are all complaints given a case number?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What notifications will the complainant receive throughout the process? 30-day status reports?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

Police Department:	Sunrise Police Department
<p>What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens when an investigation is concluded?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens to a department employee if the employee(s) is found to have acted improperly?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What happens if the complaint cannot be proven or is not true?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What options exist if the complainant is not satisfied with the outcome of the complaint?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Based on the publicly available website, information is not available to answer this question.</i></p>

**City of Sunrise
Title VI and ADA Complaint of Discrimination Form**

Complainant Name:

Address:

Phone Number:

E-mail Address:

Please list the names, addresses and phone numbers of any witnesses:

Location of Incident:

Date of Incident:

Discrimination
Because of:

- Race Color Nation Origin Sex Age Disability
 Family Status Religion Other

Please explain **how, why, when** and **where** you believe you were discriminated against. Include as much background information as possible about the alleged acts of discrimination. Additional pages may be attached if needed.

Complainant Signature:

Date of Signature:

Note: Alternate means of filing complaint, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

WILTON MANORS POLICE DEPARTMENT

Police Department:	Wilton Manors Police Department
Please provide a copy of the complaint form.	<i>See attached.</i>
Are complaint forms readily accessible? Oversight Agency? Police Station(s)? Online? Mail?	<i>Yes, to all indicated.</i>
Is identification required to receive a complaint form?	<i>No.</i>
How are complaint forms received? In-Person? Mail? Fax? Online? E-Mail?	<p><i>Complaints, regardless of category, may be lodged with any member of the Department.</i></p> <p><i>Complaints shall be accepted in writing, in person, electronically or by telephone. Any supervisor or member receiving a complaint on a department member shall immediately forward it to the chief of police or designee.</i></p>
Are anonymous complaints accepted? If so, what is the process?	<p><i>Yes, it is the policy of the Wilton Manors Police Department (WMPD) to investigate all complaints of alleged misconduct by department employees and to do so in accordance with federal, state, and local laws; the existing labor agreement; and applicable city and department policies and procedures. Members of the department shall assist and cooperate in the expeditious and impartial processing of complaints consistent with established procedures.</i></p>

Police Department:	Wilton Manors Police Department
Can all employees of the department accept complaints?	<p><i>SCOPE AND APPLICABILITY (Personnel Complaints Policy 115)</i></p> <p><i>This policy applies to all employees, volunteers, and interns of the Wilton Manors Police Department.</i></p>
Are complaint forms available in multiple languages?	Yes.
Are translation services available to assist members of the public file a complaint?	Yes.
Do complaint forms comply with ADA standards and best practices?	Yes.
How does the complaint process begin? Complainant submitting a written complaint? Are verbal complaints accepted?	<p><i>All complaints, whether received in writing, via a citizen or completed by a WMPD employee, shall be forwarded to the chief of police or designee immediately upon receipt.</i></p>
Do complaint forms require a signature under the penalty of perjury?	No.
Are complainants and witnesses required to be Mirandized before submitting a formal complaint?	No.
Are there any rules/practices/protocols about bringing witnesses, advocates, translators?	No.
Is there a risk in making a complaint against a department employee?	No.
Are all complaints investigated?	Yes.

Police Department:	Wilton Manors Police Department
What kind of evidence would be helpful to the police department? What is the means of collection (online, email, in-person, mail, etc.)?	<i>Video or witness testimony is helpful. All means of collection listed are available.</i>
Who reviews and/or investigates complaints?	<i>Chief of police, assistant chief of police or sergeants.</i>
What evidence does the department use in completing their investigation? Interviews of officers? Interviews of witnesses? Interviews of complaint? Body-Worn Video footage? Recordings from the incident location?	<i>Interview of all employees, witnesses, review of body-worn camera video footage and recordings found from other sources.</i>
What happens when an investigation is initiated?	<i>It is logged for policy compliance with time and scope.</i>
Are all complaints given a case number?	<i>No.</i>
What notifications will the complainant receive throughout the process? 30-day status reports?	<i>Complainant should receive an initial call and a periodic status update.</i>
What are the potential outcomes of a complaint? Hearing? Discipline? Mediation?	
What happens when an investigation is concluded?	<i>The complainant is contacted, and the disposition is discussed/explained.</i>
Will a final report be issued in response to the complaint? Format? Will the complainant receive a copy?	<i>Yes.</i>
What happens to a department employee if the employee(s) is found to have acted improperly?	<i>The employee could receive discipline.</i>
What happens if the complaint cannot be proven or is not true?	<i>The complaint disposition is listed as unfounded or not sustained.</i>
What options exist if the complainant is not satisfied with the outcome of the complaint?	<i>The complainant can appeal to the city manager.</i>

Police Department:	Wilton Manors Police Department
<p>What documents are considered public records in compliance with the Florida Public Records Law? Do complainants have access to all produced records? What will be redacted/exempted from disclosure?</p>	<p><i>All documents (redacted per Florida Statute) are considered public records. Complainants only have access to the documents consistent with public records law disclosure. Anything exempt per Florida Statute will be redacted.</i></p>
<p>What is the average timeframe of a complaint investigation from filing to conclusion?</p>	<p><i>Unknown.</i></p>



WILTON MANORS POLICE DEPARTMENT

Gary Blocker
Chief of Police



Life's Just Better Here

2020 WILTON DRIVE WILTON MANORS • NON-EMERGENCY DISPATCH 954-764-4357 (HELP) • INFORMATION 954-390-2150

COMMENDATION OR COMPLAINT INTAKE

Commendation

Complaint

Office Use Only
Chief of Police Review: Date & Initials

Assigned to: _____

Date Completed: _____

Unfounded Not Sustained Sustained
Exonerated Policy Failure

Chief's Final Review: _____

Your Information:

Last: _____ First: _____ Middle Initial: _____

Phone #: (____) _____ Work: (____) _____ Cell: (____) _____

Email: _____

Street Address: _____ Apt: _____

City: _____ State: _____ Zip _____

You may remain anonymous if you wish too.

Incident Information:

Date: ____/____/____ Time: _____ AM PM Case #: _____

Address/Location: _____

Officer or Employee's Name: _____ Badge # _____

Were there any witnesses to this incident? If so, please provide the following:

Name: _____ Phone (____) _____

Address: _____

Name: _____ Phone (____) _____

Address: _____

Brief Summary of the incident: *(Attach additional pages or back of this form if needed)*

STATEMENT: Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of their official duty shall be guilty of a misdemeanor of the second degree as provided in Florida State Statutes 837.06, 775.082-083-084.

COMPLAINANT SIGNATURE: _____ DATE: _____

NOTARY/LEO SIGNATURE: _____ TIME: _____

NOTARY/LEO NAME: _____ CCN: _____

Sworn before me this ____ day of _____, 20____ Personally known Produced identification

Identification/Number from ID Source: _____



FILE A COMPLAINT WITH ICP

Miami-Dade County residents can also file a complaint with the Miami-Dade County Independent Civilian Panel (ICP). The ICP can complete concurrent and supplemental investigations involving sworn officers within the jurisdiction of the Miami-Dade Police Department. However, the ICP does not have jurisdiction over other law enforcement entities, without the creation of a memorandum of understanding (MOU) agreement with individual municipalities throughout Miami-Dade County. Upon an MOU request, the ICP will assist members of the public in their submission(s) of complete complaint forms and status requests. If someone seeks assistance with a complaint from the ICP, the ICP is required by law to send the complaint directly to the police department or local policing body involved within five days. The intent of the law is to give the police department the ability to investigate a complaint and have the opportunity to explain, apologize or make corrections.

Ways to File:

There are three simple ways to file a complaint.

- 1) Submit a complaint online at www.miamidade.gov/ICP.
- 2) Email a complaint to ICP@miamidade.gov.
- 3) Visit an ICP location and speak with an ICP staff member.

Regardless of how you file a complaint, provide a current phone number, email address, or mailing address for ICP to schedule an in-person interview to provide a formal statement about what occurred. INDEPENDENT CIVILIAN PANEL 5400 NW 22 Avenue, Building C, Suite 100 • Miami, FL 33175 305-349-7525 • ICP@miamidade.gov miamidade.gov/icp



Connect with the ICP
on Facebook, Instagram
and X @miamidadeicp.
Scan the QR Code.



SOUTH FLORIDA COMPLAINT FORM GUIDE

INDEPENDENT CIVILIAN PANEL

5400 NW 22 Avenue, Building C, Suite 100 • Miami, FL 33175
305-349-7525 • ICP@miamidade.gov

miamidade.gov/icp

