



# NEW YORK STATE UNIVERSITY POLICE

BINGHAMTON UNIVERSITY, P.O. BOX 6000, BINGHAMTON, NY 13902-6000  
607-777-2054 (OFFICE) 607-777-3376 (FAX)

## HOW TO REPORT AND RESOLVE A PROBLEM WITH A UNIVERSITY POLICE OFFICER

Most interactions between University Police Officers and members of the campus community are amicable, and much of our work involves educational initiatives. Our commitment to law enforcement is based on respect for individual rights. At times the work of any police agency is inherently dangerous and often confrontational. An officer's intervention often involves extremely difficult circumstances in which confrontations and miscommunications between members of the campus community and the police may arise.

The University Police urge resolution of complaints through informal means whenever appropriate; however, if you believe you were treated unfairly or unprofessionally by any University Police personnel and want to lodge a formal complaint, you are encouraged to seek assistance through the process outlined below:

1. Complete the attached Formal Complaint Form. Be sure to sign and date the form.
2. Send or bring one copy of the attached forms to:

Chief of University Police  
Couper Administration Building  
Room G24D  
Phone 777-2275

3. You may, but are not required to, send or bring one copy of the completed forms to:

University Ombudsman  
Library South  
Room G526  
Phone 777-2388

New York State Law and applicable collective bargaining agreements forbid disclosure of personnel related information regarding sworn police officers; therefore, the University may neither confirm, nor deny, whether any personnel action has been taken related to your complaint.



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# Compliment, Complaint and Suggestion Form

The New York State University Police at Binghamton University is dedicated to providing the highest quality police services to the community in which we serve. Your compliments, complaints and/or suggestions are important to us and we appreciate your taking the time to communicate with us.

(1) Identify the type of report being made by checking the appropriate boxes below:

## COMPLIMENT

If you wish to compliment a specific officer/member of the New York State University Police at Binghamton University, please identify in (2) below the officer's name and /or badge number if you can. Please include the date, time, location and any other information that is applicable.

## □ SUGGESTION

The New York State University Police at Binghamton University welcomes all suggestions made by the community. Many of these will be used in helping formulate the activity of the University Police Department. Please complete (2) below.

□ COMPLAINT

It is the policy of the New York State University Police at Binghamton University to investigate all allegations of misconduct by our employees. You can remain anonymous, or report misconduct on behalf of a third party. This may limit our ability to investigate the incident, but will still initiate an investigation.

If you wish to report misconduct by an officer/employee of the New York State University Police at Binghamton University, please complete (2) below. Be as specific and detailed as possible. Please include the date, time, and location of the incident as well as the name(s) and telephone numbers of any witness(es). Please identify the officer's name and/or badge number, if possible. If you cannot, a description of the officer may suffice.

(2) Please be as specific as possible (Please print, write legibly or attach a separate sheet instead):

You may write on the back of this form if necessary

Your name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Please print. (optional, but we would like to contact you to follow up on your report)

We also encourage you to ask to speak with one of our supervisors to discuss this matter.