

## HOW TO FILE AN INTERNAL AFFAIRS COMPLAINT

It is the policy of this agency to accept and fully and impartially investigate all complaints of alleged officer misconduct or wrongdoing from any person, including outside agencies, juveniles, persons under arrest or in custody, and anonymous sources. All complaints will be investigated, as long as the complaint contains sufficient factual information to warrant an investigation. Following a thorough and impartial examination of the available factual information, the officer shall be either exonerated or held responsible for the alleged misconduct. Discipline shall be administered according to agency policy and procedures.

It is the policy of the Raritan Borough Police Department to accept and investigate all allegations of officer misconduct or wrongdoing from any person. It is the policy of this agency that all internal affairs functions and complaints will be conducted in compliance with [New Jersey Attorney General's Internal Affairs Policy](#) and the Somerset County Prosecutor's Office.

In order to fulfil that policy, located here are the necessary forms and information to answer any questions that a person may have regarding the process.

A member of the public has the right to make his/her complaint anonymously. He/she does not need to be an American citizen to do so and cannot be required to produce identification or be accompanied by a citizen before a complaint will be accepted. The police or Prosecutor's Office cannot report a person to federal immigration officials in retaliation for the filing of an internal-affairs complaint. A juvenile has the right to file an internal-affairs complaint, with or without the presence of a parent or guardian.

A citizen may make a report of officer misconduct or wrongdoing by following the instructions listed below:

1. Citizens are encouraged to respond to police headquarters and speak with a supervisor about filing their complaint.
2. The complaint will be accepted regardless of the hour or day of the week.
3. Citizens will be asked to complete an Internal Affairs Complaint Form, which will include as much descriptive information about the complaint that the citizen can provide. It is not mandatory that the report be completed, but it will assist in a complete and thorough investigation by the Internal Affairs Office. Click [HERE](#) for the form.
4. If the citizen cannot make the complaint in person, a representative from the police department will be assigned to visit the individual at his/her home, place of business or

another location to complete the report (this may not always be the case in very minor offense complaints).

5. While it is discouraged, citizens may make the report anonymously. When this occurs, it makes it very difficult for the Internal Affairs Investigator to ask follow up questions or obtain further information. This may result in your complaint not being thoroughly investigated.
6. After a complaint is received by the department, it will be forwarded to the Internal Affairs Division for investigation.
7. If the citizen is uncomfortable reporting the complaint to the Raritan Borough Police Department, they may report their complaint to the Somerset County Prosecutor's Office; Internal Affairs Unit. The Prosecutor's Office can be reached at 908-231-7100 or After Hours at 908-526-2500.
8. While every member of the Raritan Borough Police Department is trained in the proper reception and handling of citizen complaints, the citizen may contact Captain Thomas Fisher at 908-725-6700 ext. 16 [fishert@raritanpd.org](mailto:fishert@raritanpd.org) or Lieutenant James Raniere at 908-725-6700 ext. 11 [ranierej@raritanpd.org](mailto:ranierej@raritanpd.org) if they feel it is necessary or if they have any additional questions.

#### FALSE POLICE REPORTS TO A LAW ENFORCEMENT AGENCY

Anyone who makes a fictitious report to a law enforcement agency of an offense or incident, knowing that it did not occur, is a Disorderly Person Offense and can be charged under 2C:28-4b1 of the New Jersey Criminal Justice Code.

#### FALSE SWEARING

It is unlawful to provide a false statement under oath (N.J.S.A. 2C:28-2a). A person who makes a false statement under oath or equivalent affirmation, or swears or affirms the truth of such a statement previously made, when he does not believe the statement to be true, is guilty of a crime of the fourth degree.