Doña Ana County Sheriff’s Office

PERSONNEL COMMENDATION/COMPLAINT FORM

Commendation & Complaints are accepted by telephone, letter, email, or in person. Complaints can be filed 24 hours a day with the on-duty supervisor or during regular business hours with the Office of Professional Standards/ Internal Affairs Unit. All complaints, including anonymous complaints, will be accepted. Please complete this form and return it to the

Doña Ana County Sheriff’s Office.

**Your Information:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Your Name:** Click or tap here to enter text. | | | |
| **Street Address**:Click or tap here to enter text. | **City:** Click or tap here to enter text. | **State:** Click or tap here to enter text. | **Zip**: Click or tap here to enter text. |
| **Home Telephone** (with area code) Click or tap here to enter text. | **Mobile Phone** (with area code) Click or tap here to enter text. | | |

**Incident Information:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Employee(s) Name/Badge number:** Click or tap here to enter text. | | **Report Number (if known):** Click or tap here to enter text. | |
| **Location of Incident:** Click or tap here to enter text. | **Date of Incident:** Click or tap to enter a date. | | **Time of Incident:** Click or tap here to enter text. |

**COMMENDATION/COMPLAINT:**

Please provide the details. If needed, you may use the back of the form or additional pages as needed.

Click or tap here to enter text.

**COMPLETED FORMS MAY BE RETURNED TO THE DOÑA ANA COUNTY SHERIFF’S OFFICE OR MAILED TO:**

**DOÑA ANA COUNTY SHERIFF’S OFFICE**

**PROFESSIONAL STANDARDS UNIT 845 N. MOTEL BLVD.**

**LAS CRUCES, NM 88007 (575)525-1911**