

**402.00 INTERNAL INVESTIGATIONS**

402.01 Policy:

The internal investigations authority shall have primary supervisory responsibility for the review and investigation of all complaints against employees, whether initiated by a citizen or the department. While investigating a complaint of misconduct, the internal investigations authority is delegated the authority of the Chief of Police for the purposes of directing the investigation.

The goal of Internal Affairs as a function of the Professional Standards Unit is to ensure that the integrity of the agency is maintained through an internal system whereby objectivity, fairness and justice are ensured by an impartial investigation and review.

402.02 Jurisdiction:

Professional Standards Unit will have jurisdiction to conduct administrative investigations in the following matters:

- All employees suspected of violations involving the laws of the United States and the State of Colorado, the Charter of the City of Greeley, the Code of Ordinances of the City of Greeley, the Civil Service Commission Code of Rules and Regulations, the City of Greeley Personnel Rules and Regulations, the General Orders and departmental Standard Operations Procedures, rules and regulations.

402.03 Duties: The Professional Standards Unit will:

- Receive complaints against members or against the Department as provided in 403.00 of this General Order.
- Have responsibility of ensuring all complaints against members of the Department or the Department as a whole are investigated.
- Record, register and control the investigation of complaints against officers.
- Have the responsibility to monitor and assist as needed, internal investigations conducted by other departmental supervisors.
- Maintain a record of all complaints alleged against all departmental members or the Department's interest including investigation results.
- Maintain the confidentiality of the internal affairs investigations and a secure and confidential file of all internal investigations and disciplinary actions.
- Notify the Chief of Police when the investigation has been completed and forward to the investigation to the appropriate Division Commander for the review for findings and disciplinary recommendations.

- Conduct a regular audit of complaints to ascertain the need for increased training or policy revision.
- Produce an annual summary that shall be made available to the public of the complaints received and investigated by the department, and their final disposition.