Citizen Complaint Procedure

Every citizen has the right to lodge a complaint against the Office of the District Attorney, or any individual member employed by the District Attorney. Initial complaints can be made by telephone or in writing using our Citizen Complaint Form. Complaint forms are available at the public counters of all District Attorney buildings or online at www.sacda.org. Completed forms may either be delivered, or mailed to:

Bureau of Investigation
Office of the District Attorney
901 G Street
Sacramento, CA 95814
(916) 874-6218

When the Bureau of Investigation receives a complaint, a thorough investigation will be conducted. It may be necessary for the complainant to be available for a personal interview. Upon the completion of the investigation, all findings are directed to appropriate personnel of the District Attorney's executive management team for a final decision.

In all cases, the citizen making the complaint is informed of the final disposition to the extent allowed by the law. Every effort will be made to determine the facts of each situation. In those instances where the citizen feels a proper investigation has not been conducted, further recourse may be sought by contacting:

California Department of Justice
4949 Broadway
Sacramento, CA 95820
(916) 227-3244

This complaint form is for complaints against Sacramento County District Attorney employees only. We do not process complaints against any other county, city, state, or federal law enforcement agencies.

Citizen Complaint Form

Complainant Information

First name

Last name

Middle Initial

Date of Birth

Address:

Street

City State Zip Code

Home phone

Cell phone

Bus Phone

Email

☐ I wish to remain anonymous

Best way to contact you:

☐ Mail

☐ Phone

☐ Email

Details

Date of occurrence

Time of occurrence

Location of occurrence

DA employee involved (if name unknown provide a description of the employee)\

Case or Docket Number associated with the incident.

Witness(es)

Name

Address

Telephone

Details of complaint (It is important to include as many factual details as possible so that the incident may be fully investigated.)

I certify these statements to be true and accurate.

Complainant Signature Date

Signature of person receiving complaint

Name

Badge No.

Date

Time