1. Police incident occurs 2. Initial review determines if formal investigation is necessary (SRPD Policy 1011) Investigator determines if policy(ies) were violated by following the 4 The initial investigation determines the officer's actions did not violate policy. Complaint is closed *That instance can still allow for retraining steps below: to gain better outcomes in the future The time period of conducting 7. Submit report 5. Conduct interviews 4. Review all potential 6. Analyze interview interviews ranges greatly (with legal &/or union evidence materials, data to determine if including if there depending on the complexity representation) of including audio/video more interviews and/or of the incident, availablity of witnesses, officers, research are needed policy(ies) attorneys and union complainants representatives who attend along with interviewees. The 8. Completed investigation report with findings is submitted to the time lapse for steps #5 and #6 **Division Commander** ranges between approximately 3-9 months. 9. Did the investigation find that policies were violated by the officer 10a. If Yes, **Division Commander** 10b. If No, recommends level of investigation complete discipline to the Police & complaint is closed* Chief Ý 11. Officer(s) recieve The officer(s) have a right to an appeal process, which incudes a formal hearing notice of imposed called a Skelly hearing; this appeal discipline & appeal process can take anywhere from process and hearing approximately 3-6 months to complete. (Skelly) held *At the conclusion of the process, the City will release all information permitted by law regarding the results of the investigation.

San Rafael Police Department Police Incident Investigation Process