

Kern County District Attorney

Bureau of Investigation

CITIZEN COMPLAINT PROCEDURE

Every citizen has the right to make a complaint against any employee of the Kern County District Attorney's Office Bureau of Investigation. The complaint may be made to any Bureau member. A complaint may be made in person, by telephone, by mail, by email, or by a person not directly involved in the incident. Complaints may also be made anonymously. The Bureau will release to the complaining party a copy of his or her own signed statement when the complaint is filed in person. All others will be mailed.

Once a complaint is received, the following procedure is followed:

1. The complaint is forwarded to the Chief Investigator who will take appropriate action and/or determine who will have responsibility for the investigation.
2. The person filing the complaint will be informed of the investigator's name and complaint number within three days after assignment.
3. Upon completion of the investigation, the case will be forwarded to the Chief Investigator and/or Assistant District Attorney for final disposition and appropriate action.
4. After the Bureau completes its review of the case, the complainant will be sent a letter advising that the investigation has been completed.