



# FROSTBURG CITY POLICE DEPARTMENT

37 BROADWAY, FROSTBURG, MD 21532 • 301-689-3000 (P) 301-687-0642 (F)

**Kevin G. Grove**  
*Commissioner of Public Safety*

**Nicholas J. Costello**  
*Chief of Police*

## Investigations of Misconduct

### **I. Purpose:**

The purpose of this policy is to establish guidelines for receiving and investigating complaints and allegations of misconduct by police officers.

### **II. Policy:**

- A. Reception.** It is the policy of the Frostburg City Police Department to receive all complaints of misconduct courteously, record all complaints in a manner suitable for transmission to the Office of the Chief of Police, and to investigate each complaint thoroughly and professionally.
- B. Methods and Recipients.** Complaints may be made in person, by phone, in writing, by e-mail, or any other means. Anonymous complaints are accepted. If the Chief of Police is on-duty and available, the complainant should be referred to the Office of the Chief of Police; otherwise, the highest ranking available police officer should receive the complaint, which includes any police officer and PCO on-duty. A person who wishes to receive notification of the status of a complaint must provide contact information.
- B. Investigation.** All complaints and investigations of misconduct will be investigated in accordance with Maryland law and the laws pertaining to the Allegany County Civilian Review Board. At the time of this writing, the Board is still being created and those policies will be forthcoming.
- C. Disputes or Clarifications.** A dispute over a criminal charge or traffic citation is not a complaint or an allegation of misconduct but a matter for a court of competent jurisdiction to hear at trial.
- D. Misunderstandings, Frivolous, False, and Baseless Complaints.** After reviewing or considering the facts alleged by the complainant, an administrative officer may rule as unfounded a complaint that, after suitable investigation (which may include no assertion of actual misconduct on the face of the complaint), is found to be malicious, false, frivolous, or baseless.
- E. Written Verification of Complaint.** Except for anonymous complaints, the police department will provide written verification to complainants that the complaint has been received for processing within 72 hours.
- F. Officer Reporting.** It is the policy of the Frostburg City Police Department that a member of the department who has witnessed a serious violation of departmental



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policies/procedures or law shall report this violation immediately to their immediate supervisor. Additionally, members are required to report as soon as possible to their immediate supervisor all criminal and hazardous traffic violations for which they are themselves charged in any jurisdiction.

**G. Conclusion.** Upon the conclusion of an investigation, the complainant should be notified of the status of the case within 72 hours.

**Note:** Most language in this document is taken directly from the Annotated Code of Maryland, Criminal Procedure, Article 2, Section 209.