Annual Major Discipline Reporting Form

Internal Affairs Policy & Procedures | Appendix L

Pursuant to IAPP Section 9.11.2, every state, county, and local law enforcement agency in New Jersey is required to submit to the Attorney General and the County Prosecutor, and publish on the agency's public website, a brief synopsis of all complaints where a termination, reducation in rank or grade, and/or suspension of more than five days was assessed to an agency member. For the purposes of this report, please include all major disciplines in which a plea agreement was reached or final sanction was imposed during the time period listed below. Instructions for completing this form can be found on the "Instructions" tab of the Excel version of this document.

Time period
Agency
County

January 1, 2021 to December 31, 2021 North Plainfieldl Police Department Somerset

<-- Type agency name here

<-- Select county from dropdown menu here

	Disciplined Officer			Sanction				Synopsis		
No.	Rank	First Name	Last Name	Terminated?	Demoted?	Suspended?	# Days Susp.	Sustained Charge	Description	
1	Patrolman	Francis	Steinhauser	Yes	No	No		Statutory Misconduct	Multiple violations of insubordination, failure to obey	
								·	orders of the Chief of Police, Absent without leave.	
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Instructions Annual Major Discipline Reporting Form | IAPP Appendix L

	COLUMNS						
Instructions	Provide information about all substantiated major disciplinary actions in which a plea agreement was reached or a final sanction was imposed during the time period listed. Major discipline is defined as complaints resulting in the officer's termination, demotion, or suspension for more than five days.						
Column B	Type the disciplined officer's rank (Officer, Lieutenant, Detective, Trooper I)						
Column C	Type the officer's first name						
Column D	Type the officer's last name						
Column E	Select yes or no: Was the officer terminated?						
Column F	Select yes or no: Was the officer demoted?						
Column G	Select yes or no: Was the officer suspended for more than five days?						
Column H	If the officer was suspended for more than five days, enter the numbers of days. Only include numerical digits (10, 30, etc.).						
Column I	Type the name of the sustained charge						
Column J	Type a brief summary of the officer's transgressions. Examples appear in the sample form below. Please note the following:						
	${}^*\ The summary may not contain the identities of the complainant (s) or any victim (s). \ (IAPP~9.11.2)$						
	* Agencies may not enter into an agreement with the officer concerning the content of the summary included in this form. (IAPP 9.11.3)						
	* Additional requirements apply when the discipline relates to domestic violence incidents. Most importantly, the summary may *not* disclose the relationship between the disciplined officer and the victim(s). In addition, whenever practicable, the agency must provide notice to the victim(s) in advance of the agency's disclosure. In rare circumstances, the agency may need to apply additional redactions to the summary to protect the identity of						

SAMPLE FORM

Time period Agency County June 15, 2021 to December 31, 2021 Example Police Department Mercer

the victim before the summary is published as part of this form. (IAPP 9.11.2)

<-- Type agency name here

<-- Select county from dropdown menu here

		Disciplined Officer			Sanction				Synopsis	
N	o. Rank	Fir	rst Name	Last Name	Terminated?	Demoted?	Suspended?	# Days Susp.	Sustained Charge	Description
	Office	er Pa	aul	Jones	No	No	Yes	8	Insubordination	Officer Jones was suspended for 8 days for refusing a direct order to complete a report.
- 2	Office	er Je	ennifer	Smith	Yes	No	No		Falsifying a Report	Officer Smith was terminated for falsifying an incident report.
3	Serge	eant Ar	nthony	Bilco	No	Yes	No		Failing to take police action	Sergeant Bilco was demoted for failing to arrest an individual who had an active warrant.
4	Lieute	enant Dv	wanye	Pride	No	No	Yes	7	Conduct Unbecoming	Lt. Pride was suspended for 7 days for attempting to collect a private debt while in uniform.
!	Detec	ctive Da	aniel	Regan	No	No	Yes	15	Neglect of Duty	Detective Daniel Regan was suspended for 15 days for neglect of duty. He was found on three occasions to be absent from his post.