

Tim Birdwell
Fire Marshal



FORMAL EMPLOYEE COMPLAINT FORM

Full Name: (Print): _____ Phone: _____

Address: _____

Nature of Complaint _____

Location of Incident: _____ Date: _____ Time: _____

Officer(s) Name: _____

When writing your statement, please make sure that you are as detailed as possible. Please include all conduct, actions, and /or statements used by the officer or employee. It is imperative that your statement be as accurate as possible.

Summary of Incident

Tim Birdwell
Fire Marshal



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The filing of a formal complaint against an employee of the Ellis County Fire Marshal by you institutes an administrative investigation, which could possibly result in disciplinary action being taken against the employee.

Therefore:

A person who makes a false statement under oath concerning a complaint filed against a law enforcement officer as required by Chapter 614 Subchapter B Government Code, with intent to deceive and knowledge of the statement's meaning, is guilty of aggravated perjury under section 37.03 of the Texas Penal Code if he/she has knowledge of the content of the complaint, the purpose of the filing, and the official character of the investigation conducted in connection therewith, and if the statement is material. I acknowledge that I have read the above prior to/or at the conclusion of providing this written statement and that all information contained within this statement that I have provided is true and correct.

Signature

Date