

Informal Resolution Agreement

1. PLEASE COMPLETE THE ENTIRE FORM

Complaint Number

Name of Complainant

Police Service/Detachment

Respondent Officer #1 Name / Badge Number

Respondent Officer #2 Name / Badge Number

Respondent Officer #3 Name / Badge Number

Respondent Officer #4 Name / Badge Number

2. INFORMAL RESOLUTION DETAILS

Please provide details of the resolution including training courses and dates (if applicable), and all relevant dates related to apologies, discussions etc.

3. INFORMAL RESOLUTION ACKNOWLEDGEMENT

I have agreed to the informal resolution recorded on page 1. I understand that I may revoke my agreement to this resolution no later than 12 days after the date noted by my signature below. Notice of revocation must be in writing to the Chief. Where a revocation notice is not received, the matter will be deemed resolved.

_____	_____	_____	_____
Signature of complainant	Date	Signature of complainant	Date
_____	_____	_____	_____
Signature of respondent officer #1	Date	Signature of respondent officer #2	Date
_____	_____	_____	_____
Signature of respondent officer #3	Date	Signature of respondent officer #4	Date

Please note that during an investigation the Complaints Director must approve the informal resolution. This form must be forwarded to allow approval within 12 days of the date noted by the signatures above.

4. OFFICER IN CHARGE AS DESIGNATED BY THE CHIEF

_____	_____	_____	_____
Name and rank of officer in charge	Badge number	Signature of officer in charge	Date

Informal Resolution occurred:

During the investigation*

After the investigation was completed

*Complaints Director's approval required:

_____	_____
Signature of Director or Designate	Date

5. FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

The personal information that you have provided on this complaint form is collected by the LECA under the Community Safety and Policing Services Act. The information will be used to investigate your complaint. As an agency of the government, the LECA must adhere to the Freedom of Information and Protection of Privacy Act (FIPPA). If you have any questions about privacy protection, please contact the Freedom of Information and Privacy Office at the Ministry of the Attorney General at 416-326-4300.