

# GARDEN RIDGE POLICE DEPARTMENT

---

9400 MUNICIPAL PARKWAY · GARDEN RIDGE, TX 78266

OFFICE: (210) 651-6441 · FAX: (210) 651-1639

## **Policy Prohibiting Racial Profiling**

**Donna O'Conner**

**Chief of Police**

### **Racial Profiling Prohibited**

The Garden Ridge Police Department has established a policy, General Order 507, prohibiting racial profiling as set out by State and Federal laws. All racial profiling is strictly prohibited. The Department will investigate all allegations of discrimination and take appropriate action.

### **What is Racial Profiling?**

Racial Profiling is any law enforcement initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or information identifying the individual as having engaged in criminal activity.

Examples of racial profiling include, but not limited to the following:

1. Initiating a traffic stop on a vehicle because the race, ethnicity or national origin of the driver of the vehicle.
2. Stopping or detaining the driver of a vehicle based on the determination that a person of that race, ethnicity or national origin is unlikely to own or possess that specific make or model of vehicle.
3. Stopping or detaining the driver of a vehicle based on the determination that a person of that race, ethnicity or national origin does not belong in a specific part of town or specific place.

### **Data Reporting**

The Chief of Police will compile and place into a report format all incidents concerning racial profiling. This data will be disseminated as required by law.

# GARDEN RIDGE POLICE DEPARTMENT

---

9400 MUNICIPAL PARKWAY · GARDEN RIDGE, TX 78266

OFFICE: (210) 651-6441 · FAX: (210) 651-1639

## **Complaint Process**

The Department shall accept complaints from any person who believes he or she has been stopped, searched, or inappropriately ticketed or arrested based on racial, ethnic, or national origin profiling. No person shall be discouraged, intimidated, or coerced from filing such a complaint, or discriminated against because he or she filed such a complaint. All Department employees shall report any racial profiling practice they observe.

## **How do I Make a Complaint?**

A complaint against members of the Garden Ridge Police Department may be made by letter, in person or under certain circumstances by phone. Regardless of how the complaint is made, it is the responsibility of the Chief of Police to assure that the complaint is investigated.

State law requires that formal complaints involving Police Officer be sworn to under oath and notarized. Complaints can be filed at the Police Department at 9400 Municipal Parkway, Garden Ridge, Texas. or by calling (210)651-6441.

## **What Happens to my complaint after it is received?**

All Complaints received are processed through the shift supervisor. The complaint is investigated by the supervisor or referred for investigation.

The Professional Standards Division investigates the most serious types of complaints, including but not limited to excessive force, discharge of firearms, criminal activity by an officer or inappropriate activity referred by a reviewing supervisor.

The person making the complaint may be contacted during the investigation for additional information. The complainant will be notified by mail of the final disposition.

# GARDEN RIDGE POLICE DEPARTMENT

---

9400 MUNICIPAL PARKWAY · GARDEN RIDGE, TX 78266

OFFICE: (210) 651-6441 · FAX: (210) 651-1639

## **What is the Professional Standards Division?**

The Professional Standards Division was previous called Internal Affairs. This division is a fact-finding entity, and its purpose is four-fold.

### **1. Protection of the Public**

The public has the right to receive, fair, efficient and impartial law enforcement. Any misconduct by Police Department personnel must be detected, investigated and properly adjudicated to assure the maintenance of this right.

### **2. Protection of the Department**

The Department is evaluated and judged by the conduct of individual employees. It is imperative that the whole organization not be criticized because of misconduct of a few. An informed public must have confidence that its Police Department honestly and fairly investigates and adjudicates all allegations of misconduct against its employees.

### **3. Protection of Employee**

Employees must be protected against false or misinformed allegations of misconduct. This can only be accomplished through a consistently thorough investigative process.

### **4. Training**

The Department must insure that Officers received all training required by Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) and LEMIT.

Additional training may be mandated for any violation of any Departmental Policy.

# GARDEN RIDGE POLICE DEPARTMENT

---

9400 MUNICIPAL PARKWAY · GARDEN RIDGE, TX 78266

OFFICE: (210) 651-6441 · FAX: (210) 651-1639

## IMPORTANT PHONE NUMBERS

**911-Police, Fire, Medical Emergencies**

## NON-EMERGENCY POLICE SERVICES

8AM – 5PM, Monday - Friday

**(210) 651-6441**

To have an Officer Dispatched:  
Comal County Sheriff's Dispatch

**(830) 609-3921**

Or

**(830) 620-3400**

## PROFESSIONAL STANDARDS DIVISION

**(210)651-6441**

**Chief of Police**

**Donna O'Conner**

**(210) 383-4011 (cell)**

**Deputy Chief of Police**

**Gary Johnson**

**(210) 347-8935 (cell)**