



**RUTHERFORD COUNTY FIRE RESCUE  
DEPARTMENT  
CITIZEN COMPLAINT INFORMATION**



**Procedure for citizens to follow when making complaint concerning an employee of the Rutherford County Fire Rescue Department or any aspect of the Rutherford County Fire Rescue Department.**

How to file a complaint?

1. Call the Rutherford County Fire Rescue Department at 615-867-4626; or
2. Email the Office of Professional Standards - OPS@rutherfordcountyttn.gov ; or
3. File the attached Citizen Complaint Form.

How to submit a Citizen Complaint Form?

1. Drop the Citizen Complaint Form off at the Rutherford County Fire Rescue Administrative Office located at 2785 Barfield Road, Murfreesboro, TN 37128; or
2. Mail the Citizen Complaint Form to: Attention: Office of Professional Standards, 2785 Barfield Road, Murfreesboro, TN 37128; or
3. E-mail the form to OPS@rutherfordcountyttn.gov.

Other Information

1. A Rutherford County Fire Rescue Department Supervisor will assist you in submitting a complaint should assistance be needed. You will be asked to identify yourself and then give details about your complaint. If you choose to remain anonymous, your complaint will still be investigated to the fullest possible extent.
2. While your complaint is being investigated, you may be contacted and asked additional questions about your complaint. At no time during this investigation will said employee, of whom said complaint was made, be authorized to make any contact with you.
3. When said complaint has been investigated, the Office of Professional Standards or a Supervisor will respond to you explaining what has been discovered about the matter.

RUTHERFORD COUNTY FIRE RESCUE  
DEPARTMENT

CITIZEN COMPLAINT INFORMATION

Date and Time of Incident - \_\_\_\_\_

Employee Involved - \_\_\_\_\_

Complainant (Person Making Complaint) - \_\_\_\_\_

Complainant's Address - \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Complainant's Date of Birth - \_\_\_\_\_

Complainant's Driver's License Number - \_\_\_\_\_

Complainant's Phone Number - \_\_\_\_\_

Complainant's Email Address - \_\_\_\_\_

**Important:** Please read and understand the statement below before signing this document.

“I swear or affirm that the statements contained in this Complaint are true and correct to the best of my knowledge. I understand that in filing a false Complaint in whole or in part could be punishable by law. That such false report is a violation of the Tennessee Code Annotated §39-16-502. I further understand that filing a false report may result in criminal and/or civil action against me.”

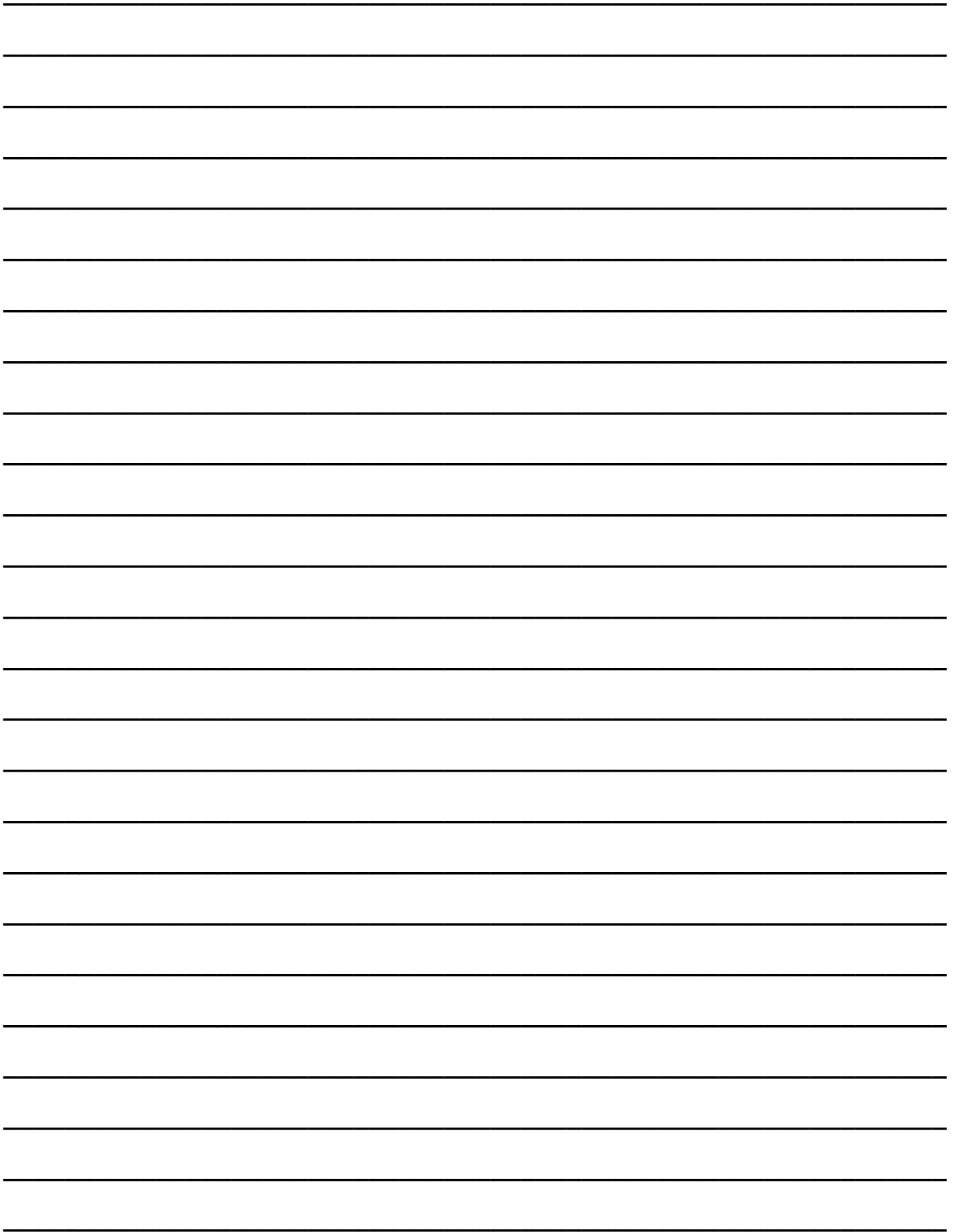
\_\_\_\_\_  
[Signature of Complainant]

\_\_\_\_\_  
[Date] [Time]

\_\_\_\_\_  
[Signature of RCFR Employee Receiving Complaint]

\_\_\_\_\_  
[Date] [Time]





**39-16-502. False reports.**

(a) It is unlawful for any person to:

(1) Initiate a report or statement to a law enforcement officer concerning an offense or incident within the officer's concern knowing that:

(A) The offense or incident reported did not occur;

(B) The person has no information relating to the offense or incident reported; or

(C) The information relating to the offense reported is false; or

(2) Make a report or statement in response to a legitimate inquiry by a law enforcement officer concerning a material fact about an offense or incident within the officer's concern, knowing that the report or statement is false and with the intent to obstruct or hinder the officer from:

(A) Preventing the offense or incident from occurring or continuing to occur; or

(B) Apprehending or locating another person suspected of committing an offense; or

(3) Intentionally initiate or circulate a report of a past, present, or impending bombing, fire or other emergency, knowing that the report is false or baseless and knowing:

(A) It will cause action of any sort by an official or volunteer agency organized to deal with those emergencies;

(B) It will place a person in fear of imminent serious bodily injury; or

(C) It will prevent or interrupt the occupation of any building, place of assembly, form of conveyance, or any other place to which the public has access.

(b) (1) A violation of subdivision (a)(1) or (a)(2) is a Class D felony.

(2) A violation of subdivision (a)(3) is a Class C felony.