



# NOTICE TO PUBLIC



THIS NOTICE IS REQUIRED TO BE POSTED IN A PROMINENT PUBLIC LOCATION PER PS 3-515(b)

## HOW TO FILE A COMPLAINT OF MISCONDUCT AGAINST A MEMBER OF THE NATURAL RESOURCES POLICE (REQUIRED UNDER PS 3-515b1):

Anyone may file a complaint of misconduct against a member of the Maryland Natural Resources Police (NRP). You can do so in one of the following ways:

1. **IN PERSON:** Contact any member of the Maryland Natural Resources Police and request to speak to a supervisor. The supervisor will document your complaint, and forward it to the Internal Affairs Unit. If a supervisor is not available, the agency employee who is speaking with you will accept your complaint, document it, and forward it to the Internal Affairs Unit.
2. **BY TELEPHONE:** Contact the Maryland Natural Resources Police Communications Center and advise the dispatcher that you want to file a complaint, and a supervisor will return your call, document your complaint, and forward it to the Internal Affairs Unit. Or, call the Internal Affairs Unit at 410-260-8884.
3. **VIA EMAIL:** Email the Internal Affairs Unit at [NRPInternalAffairs.DNR@maryland.gov](mailto:NRPInternalAffairs.DNR@maryland.gov) and advise that you want to file a complaint. Note that the Commander of the Internal Affairs Unit also serves as the victims rights advocate under PS 3-108.
4. **VIA WEBPAGE:** Go to the Maryland Natural Resources Police homepage at <https://dnr.maryland.gov/nrp/Pages/default.aspx>, and click on "Compliment/Complaint Form", complete the information and submit. A supervisor will contact you, document your complaint, and forward it to the Internal Affairs Unit.
5. **BY U.S. MAIL:** Send your complaint to Maryland Natural Resources Police, ATTN: Internal Affairs Unit Commander, 580 Taylor Ave E-3, Annapolis, MD, 21401. Your complaint will be documented, and you will be contacted.
6. **BY COMPLETING THE PAMPHLET NEAR THIS NOTICE:** There are compliment/complaint pamphlets in both English and Spanish near this notice. Complete the pamphlet and give to any Maryland Natural Resources Police employee, or mail to the address on the form. If pamphlets are not available, or you can't locate them, contact the Maryland Natural Resources Police Communications Center at 410-260-8888 and request a pamphlet be mailed or emailed to you.

## GENERAL NOTICES FROM THE UNIFORM CITIZEN COMPLAINT PROCESS (REQUIRED UNDER PS 3-207):

1. If you don't want to file a complaint with a police officer, your complaint will be accepted by any Maryland Natural Resources Police employee.
2. Regardless of who within the Maryland Natural Resources Police accepts your complaint, (whether police officer or other employee) the employee will not attempt to influence the complainant in any manner. Your complaint will be taken in a respectful and courteous manner. Your complaint will be kept confidential. You can submit an anonymous complaint.
3. If your complaint is not anonymous, you will receive an initial response to your complaint within 24 hours from the date the Maryland Natural Resources Police received your complaint. If applicable, you will be updated on the status of the investigation at least monthly. In all cases, you will be notified of the outcome of the complaint, along with any additional information required, within 72 hours of a disposition being made.

## HOW TO OBTAIN RECORDS RELATING TO AN ADMINISTRATIVE OR CRIMINAL INVESTIGATION OF POLICE MISCONDUCT (REQUIRED UNDER PS 3-515(b2)):

1. **VIA EMAIL:** Email the Internal Affairs Unit at [NRPInternalAffairs.DNR@maryland.gov](mailto:NRPInternalAffairs.DNR@maryland.gov) and your request will be reviewed and processed as appropriate.
2. **VIA U.S. MAIL:** Send your detailed request to Maryland Natural Resources Police, ATTN: Internal Affairs Unit Commander, 580 Taylor Ave E-3, Annapolis, MD, 21401. Your request will be reviewed and processed, if applicable.