Citizen Compliment or Complaint Form

This department welcomes input from the public on services provided by our members in the form of compliments and complaints. We rely on the feedback in order to continue improving our services. Please complete this form to the best of your abilities.

************************************************************************

□ Compliment □ Complaint

Your Name: ________________________________ Phone #: __________________
Address: ________________________________

************************************************************************

Department Member(s) Names Involved: ______________________________________
________________________________________________________________________

Date/Time/Location of Occurrence: __________________________________________
________________________________________________________________________

Your Description of the Occurrence: __________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Under penalty of law I hereby affirm this information is true and correct.

_________________________________________ __________________________
Signature Date

Use addition form if needed
### Olive Volunteer Fire Department

43526 West 95th Street South
Drumright, OK 74030
Station: (918) 352-4040
Email: olivfire@msn.com

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*****Department Use Only***

<table>
<thead>
<tr>
<th>Date Received</th>
<th>Time Received</th>
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<tbody>
<tr>
<td>How Received</td>
<td>Received By</td>
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Comments/Investigation: __________________________________________________
______________________________________________________________________
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**Disposition**

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<th>Compliment</th>
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<tbody>
<tr>
<td>Compliment</td>
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<tr>
<td>Complaint Not Sustained- Unfounded:</td>
<td>The disposition assigned to a complaint where the allegation is false or not supported by the evidence.</td>
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<tr>
<td>Complaint Not Sustained- Inconclusive:</td>
<td>The disposition assigned to a complaint where there is insufficient evidence or where there are insufficient facts to prove or disprove the allegation made in the complaint.</td>
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<tr>
<td>Complaint Not Sustained- Exonerated:</td>
<td>The disposition assigned to a complaint where the alleged act or omission did occur but was lawful and proper.</td>
</tr>
<tr>
<td>Complaint Sustained:</td>
<td>The disposition assigned to a complaint where the investigation disclosed the alleged act or omission did occur and constitutes misconduct. Corrective action administered per SOG section 1.11.</td>
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<tr>
<td>Complaint forward to appropriate law enforcement for investigation.</td>
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Investigators:

<table>
<thead>
<tr>
<th>Name</th>
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