



Houston Fire Department  
Professional Standards Office



COMPLAINT OF EMPLOYEE MISCONDUCT

Citizen (Complete Section 1 and 3)       HFD Employee (Complete Section 1, 2 and 3)

**Section 1**

I hereby submit this Complaint of Employee Misconduct to the Professional Standards Office (PSO) of the Houston Fire Department. I have read City of Houston Executive Order No 1-39 in it's entirety. (A copy of E.O. 1-39 may be viewed at <http://www.houstontx.gov/execorders.html>)

**Initials** \_\_\_\_\_

**Section 2**

I have read the Houston Fire Departments, Code of Administrative Procedure, Rules and Regulations, General Orders, Guidelines, Memorandums, Executive Orders and applicable City of Houston policies and procedures in their entirety. I can attest to employee misconduct, actions, or inactions considered violations according to established documentation contained within.

**Initials** \_\_\_\_\_

**Section 3**

The name(s) of the person(s) who appear to have engaged or engaging in "employee misconduct" are as follows:

Name(s):	Shift or Assignment:
_____	_____
Name(s):	Shift or Assignment:
_____	_____
Name(s):	Shift or Assignment:
_____	_____

PLEASE PROVIDE THE FOLLOWING CONTACT INFORMATION:

Full Name and Payroll Number: \_\_\_\_\_

Station, Shift or Assignment: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Home Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

Station, Shift or Assignment: \_\_\_\_\_

**I AFFIRM that all facts and circumstances stated here are true and correct, to the best of my knowledge. I understand false statements may constitute perjury and / or misconduct.**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_