

COMPLAINT CONTACTS LIST

For best results, please make certain you have all details for the particular incident for which you are submitting your complaint. Details you should always have ready include but are not limited to:

- ◆ Your complete name, address, and contact information (telephone number, fax, e-mail)
- ◆ The general nature of the incident for which you are submitting your complaint (it is often best if you sit down and write down exactly what's bothering you rather than stumble around on the phone or in an e-mail. Be specific: "my complaint concerns school bullying incidents," or "my complaint concerns corruption in the local police department," or "my complaint concerns violations of my civil rights," etc. Be as specific as possible.
- ◆ Names, dates, places of all incidents you are reporting. (When was it (date, time of day, etc)? What happened exactly (just the facts, as little emotion as possible)? Who did/said what (as exactly as you recall; better still ALWAYS make notes immediately after any encounter)? Any witnesses (names, descriptions, license plate numbers, other law enforcement—badge numbers, etc.)?)
- ◆ Always follow up on a complaint! If you made the complaint by telephone, get the name of the person you spoke to, note the telephone number you called, the date, time, take notes on what you said and what the other person said; was the other person polite, helpful, what was the outcome of the contact, etc.)
- ◆ Memory fades, details become fuzzy. That's why it's always so important to make notes on any incident as soon after it happens as possible and to follow-up on any contact in writing promptly after the contact.
- ◆ Remember also that most of what public agencies and officials due is public information and you can F.O.I.L. (Freedom of Information Law) that information; if the agency refuses to provide the information you have the right of appeal to get the information. Take advantage of your rights to information.
- ◆ Remember: You are the public. The public servants are there to serve. Elected officials, police

ALBANY NYCLU (NY ARM OF THE ACLU) OFFICE

The mission of the ACLU is to defend and promote the fundamental principles and values embodied in the Bill of Rights, the U.S. Constitution, and the New York Constitution, including freedom of speech and religion, and the right to privacy, equality and due process of law for all New Yorkers.

We believe that all New Yorkers have inalienable rights that cannot be taken away by the government or by majority vote. They are:

- ◆ **Freedom of speech, press, petition and assembly.** Even unpopular expression is protected from government suppression and censorship.
- ◆ **Freedom of religion.** Each of us has the right to exercise his or her own religion, or no religion, free from any government influence or compulsion.

- ◆ **Privacy.** We have the right to be free from unwarranted and unwanted government intrusion into our personal and private affairs, papers and possessions.
- ◆ **Due process of law.** We have right to be treated fairly by the government whenever the loss of liberty or property is at stake.
- ◆ **Equality before the law.** We have the right to be treated equally regardless of nationality, race, gender, sexual orientation, religion, ethnicity, disability or socio-economic status.

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OFFICE OF THE NEW YORK STATE INSPECTOR GENERAL

The Inspector General's Office is entrusted with the responsibility of ensuring that State government, its employees and those who work with the state meet the highest standards of honesty, accountability, and efficiency.

Catherine Leahy Scott
 Acting State Inspector General
 Empire State Plaza
 Agency Building 2, 16th Floor
 Albany, NY 12223

E-mail	inspector.general@ig.state.ny.us
On-line	Complete the On-line Complaint Form: http://ig.state.ny.us/complaints/onLineComplaint.html
Write:	New York State Inspector General Empire State Plaza Agency Building 2, 16th Floor Albany, NY 12223

NEW YORK STATE POLICE

Public Information Office
New York State Police
 1220 Washington Ave., Building 22
 Albany, N.Y. 12226-2252

Phone (518) 457-2180
Fax (518) 485-7818

The Troop F Commander is **Major Edward Raso** and his phone number is (845)344-5300.
The Troop G Commander is **Major William Sprague** and his phone number is (518)783-3211.
Any inquires regarding Selkirk and Coeymans, NY can be directed to:
The Troop G Zone One Commander **Cpt. William Keeler**, SP Schodack at (518)477-9333,and
Any inquiries regarding New Baltimore, NY can be directed to:
The Troop F, Zone Three Commander, **Captain Robert Nuzzo**, SP Kingston at (845)338-1702.

Troop	Phone	Serving
F	Direct Phone	(845) 344-5300
G	Direct Phone	Serving: Greene, Orange, Rockland, Sullivan, Ulster (518) 783-3211
Crime Tip	E-mail	Serving: Albany, Fulton, Hamilton, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Warren, Washington crimetip@troopers.ny.gov
Crimes against children	Online Form	https://www.troopers.ny.gov/ICACInternet/tip_submission.jsf
Report underage drinking	Tip Line	1-866-UNDER 21.

FEDERAL BUREAU OF INVESTIGATION
ALBANY FIELD OFFICE

As an intelligence-driven and a threat-focused national security and law enforcement organization, the mission of the FBI is to protect and defend the United States against terrorist and foreign intelligence threats, to uphold and enforce the criminal laws of the United States, and to provide leadership and criminal justice services to federal, state, municipal, and international agencies and partners.

Useful Information: *What We Investigate* (<http://www.fbi.gov/albany/about-us/what-we-investigate/priorities>)

Federal Bureau of Investigation
200 McCarty Avenue
Albany, NY 12209
Phone: (518) 465-7551
Fax: (518) 431-7463

Special Agent in Charge
Clifford C. Holly
Assistant Special Agents in Charge
- Richard J. Licht
- Kathryn Peterson

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1400 Balltown Road

Schenectady, NY 12309

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FOR COMPLAINTS AGAINST JUDGES

If you feel you have been mistreated, disrespected, or if you feel a judge has improperly conducted himself or herself in public or has engaged in conduct not befitting judicial office, send a complaint to the the New York State Commission on Judicial Conduct for investigation and possible disciplinary action against the judge. (Please see the Rules of Judicial Conduct page below for details of the conduct required of a judge.)

How to file a Complaint: Filing A Complaint

(<http://www.scjc.state.ny.us/General.Information/Gen.Info.Pages/filecomplaint.htm>)

Online Complaint Form:

<http://www.scjc.state.ny.us/General.Information/complaintform.htm>

Rules of Judicial Conduct: Law Governing How Judges Behave

<http://www.scjc.state.ny.us/Legal.Authorities/rgjc.htm> or

<http://www.nycourts.gov/rules/chiefadmin/100.shtml>

General Inquiries e-mail:

cjc@cjc.ny.gov

Mailing Addresses:

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USEFUL LINKS

The New York State Senate <http://www.nysenate.gov/senators>
The New York State Assembly <http://assembly.state.ny.us/mem/>