

# Citizen Commendation Form



## Bay Area Rapid Transit Police Department

Bay Area Rapid Transit District  
P.O. Box 12688  
Oakland, CA 94604-2688



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P.O. Box 12688  
Oakland, CA 94604-2688

Office of Internal Affairs  
BART Police Department  
800 Madison Street  
P.O. Box 12688  
Oakland, CA 94604-2688

Place  
Stamp  
Here

The information in this pamphlet will assist anyone who has occasion to make a commendation regarding a member of the BART Police Department.

To file a commendation, please complete and sign this form and forward to the Office of Internal Affairs.

## Commendations

### What is a commendation?

A commendation may address any event that you deem noteworthy on the part of the police employee. This may range from courtesy or compassion to significant heroic acts.

All commendations are formally documented and the involved police employee is notified. A commendation only takes a few minutes to write or communicate and can go a long way to let personnel know how you feel about them and their service.

Commendations may also be made directly to the Office of Internal Affairs during normal business hours by phone, email, mail or in person:

**Phone/Email:** 510-464-7029 or [ia@bart.gov](mailto:ia@bart.gov)  
**Mail/In Person:** Office of Internal Affairs  
BART Police Department  
800 Madison Street, P.O. Box 12688  
Oakland, CA 94604-2688

*Or,* you may also file a commendation with the Office of the Independent Police Auditor (OIPA) by phone, email, mail or in person:

**Phone/Email:** 510-874-7477 or [oipa@bart.gov](mailto:oipa@bart.gov)  
**Mail/In Person:** Office of the Independent  
Police Auditor  
Bay Area Rapid Transit  
300 Lakeside Drive, 14th Flr.  
Oakland, CA 94612

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

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

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Incident Date/Time: \_\_\_\_\_

Incident Location: \_\_\_\_\_

Police Case Number: \_\_\_\_\_

Involved Employee: \_\_\_\_\_

Witnesses: \_\_\_\_\_

### Details of Incident

(Provide as much information as possible):

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

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