



MEMORANDUM

Austin Police Department *Region II Patrol*

TO: Joshua Jackson, Officer
FROM: Lee Rogers, Commander
DATE: June 16th, 2020
SUBJECT: Written Reprimand IA Case 2020-0025

This memorandum is in reference to an incident which occurred on Dec 24, 2019 and your conduct at that time. Specifically I am referring to your involvement *while documenting Incident #19-3580101 in which you did not include the correct title code or ensure all information was entered.*

Your actions violated **APD Policy 402.2 Incident Reporting** which states: *Employees have the responsibility to write clear, factual and complete reports.*

You are hereby reminded that compliance with the Department's rules and regulations are a condition of your continued employment as a police officer. Failure to comply with this policy in the future may result in more severe disciplinary action against you, up to, and including an indefinite suspension.

I hereby acknowledge receipt of the foregoing Written Reprimand:


8546

Signature of Officer Receiving Reprimand

6-16-20 / 0200


Date / Time


3647

Signature of COC Sergeant

6/16/20 / 0201

Date / Time


4028

Signature of COC Lieutenant

6/16/20 0200

Date / Time


#1697

Signature of COC Commander

6-16-20 0200

Date / Time

cc: Employee
Employee's Supervisor
Internal Affairs
APD Human Resources