

**How to file a complaint against an  
employee of the  
Georgetown County  
Sheriff's Office**

Visit us online at:

[WWW.GCSHERIFF.ORG](http://WWW.GCSHERIFF.ORG)

**Mission Statement**

*It is the mission of Georgetown County to provide quality services to the general public in a courteous and efficient manner contributing to the health, safety, and welfare of all.*

*Our primary duty is to protect the life and property of all citizens in Georgetown County. It is the goal of the Georgetown Sheriff's Office to reduce both crime and the fear of crime throughout Georgetown County. We seek to fortify the public's trust from which our authority is derived.*

**Commitment**

Anyone who makes a complaint against a member of the Georgetown County Sheriff's Office shall be treated with courtesy and respect; NO MEMBER OF THE SHERIFF'S OFFICE SHALL FAIL TO PROVIDE PROFESSIONAL SERVICE AT ALL TIMES TO THAT INDIVIDUAL.



A. Lane Cribb, Sheriff

### Your Complaint is Important

The Georgetown County Sheriff's Office is committed to receiving and accepting complaints about the actions and performance of all of our personnel. Our goal is to provide the highest quality law enforcement service to all of our citizens. We realize that mistakes can be made and that the actions of our personnel may fall short of your expectations.

We seek to fortify the public trust from which our authority derives. Therefore, the courteous receipt of complaints, thorough and impartial investigation, and just disposition are important in maintaining the confidence of our citizens.

### Understanding the Process

A complaint may be made in person, by telephone or in writing:

- In person at the Georgetown County Sheriff's Office (GCSO), 430 N. Fraser Street, Georgetown, SC 29440
- By contacting our office at (843)-546-5102.

Making a citizen complaint with the GCSO does not prevent you from making a complaint with other government authorities.

### The Interview

A supervisor will discuss the complaint with you. It may be possible for the supervisor to satisfy you by giving an explanation for the employee's action. If so, no further action will be taken. However, if the complaint is not resolved at the time, the supervisor will take your information and make sure that the complaint is considered by the appropriate personnel.

### After the Complaint Is Made

A record of your complaint will be forwarded to the Sheriff's Office of Professional Standards for evaluation and assignment. They will decide whether the compliant should be handled by the involved member's supervisor or whether to initiate an internal affairs investigation.

Georgetown County Sheriff's Office  
430 North Fraser Street  
P.O. Box 1292  
Georgetown, SC 29440

Phone: 843-546-5102  
Fax: 843-546-2752

### How Long Does the Process Take?

The Sheriff requires that investigations of complaints be completed within 60 days from the time they are received. You will be notified in writing about the disposition of the complaint.

### After the Investigation

The results of each investigation interview will be discussed with the Sheriff and appropriate staff. If evidence supports a violation of policy only, it will be handled internally. If the matter is a criminal nature, it will be forwarded to the Solicitor's Office.

### What if the Employee is found to be in Violation of Policy?

The Captain over the affected employee will provide the Sheriff with a recommendation for discipline. In severe cases this may result in termination of employment, reduction in rank, or suspension without pay. Other less severe actions would include training and counseling by supervisory or command staff. The Sheriff is the final authority for discipline.



