

# EMPLOYEE COMMENDATION

If you would like to commend an employee of the Los Angeles School Police Department, please complete this form. You may also commend an employee by writing a letter. All written commendations should be submitted to the address below or via email. Verbal commendations may be made to any Department supervisor. The appropriate Commanding Officer and commended employee will review your comments. The Los Angeles School Police Department thanks you for your interest and taking time to complete this form.

1) Date and Time of contact with employee \_\_\_\_\_  
(Date) (Time)

2) Employee(s):	Name	Badge/ Serial Number	Assignment
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3) What initiated your contact with the employee(s)?  
 Report of a Crime  Traffic Stop  Public Relations  
 Arrest  Pedestrian  Other

4) Please describe the employee(s) performance.


Your Contact Information:

Print Your Name: \_\_\_\_\_  
(Signature)

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

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone Number \_\_\_\_\_

## SEND TO

Mail: Los Angeles School Police Department  
Attn: Chief of Police  
125 North Beuadry Avenue  
Los Angeles, CA 90012

Email: [communityrelations@laspd.com](mailto:communityrelations@laspd.com)

FAX: (213) 202-8676