



## TOWNSHIP OF SPARTA POLICE DEPARTMENT

65 MAIN STREET  
SPARTA, NEW JERSEY 07871  
973-729-6121

**From the office of Chief Jeffrey McCarrick...**

### **Internal Affairs and Disciplinary Process**

A law enforcement entity in a democratic society can tie its effectiveness directly to the level of trust it enjoys within the community it serves. A significant factor in gaining and maintaining that trust is ensuring that there is a strict allegiance to a highly professional and transparent internal affairs function. It follows that the execution of the internal affairs function within a professional law enforcement entity presents challenges that require constant and consistent vigilance.

Any single complaint reported to the Internal Affairs Unit that was generated within that vast number of contacts was, without exception, taken, classified and addressed in accordance with the Departments' Written Directive System and the New Jersey Attorney General Guidelines Internal Affairs Policy and Procedures.

In addition to adhering to the best practices, the Internal Affairs Unit conducts further system checks and balances through the Early Warning System and a quarterly auditing process to identify patterns, practices or trends of inappropriate behavior or conduct of our officers. If patterns, practices or trends are identified, those members are entered into the Early Warning System. The Early Warning System is an important management tool designed to detect and address improper police conduct before that conduct escalates. The Early Warning System therefore, serves to not only increase public safety and public confidence in law enforcement, but also assists officers through early intervention.

The Sparta Township Police Department accepts reviews and responds to complaints received from the public, including anonymous complaints, complaints from third party witnesses and complaints from parties not directly involved in the incident. Complaints can be made in person, by telephone, fax, email or through regular mail. This Department continues its commitment to ensuring that members of the public have ease of access to the complaint system. Further, citizens who are not satisfied with the outcome of our investigation are referred to the Sussex County Prosecutor's Office for a follow up review of our procedures and investigations. This follow up review has continued to provide citizens significantly more opportunity to provide feedback, compliments or complaints about the Sparta Township Police Department and its personnel.

*Note: The Sparta Police Department employs a system of progressive discipline. Discipline plays an important role in the overall performance and credibility of any police agency. Condemnations of unacceptable and inappropriate behaviors not only provide for a specific deterrence to the affected employee in the hopes of preventing future acts of misconduct but also serve as a general deterrent to the force at large. Moreover, and of arguably the utmost importance is that it protects the integrity of the organization, a necessary ingredient to earning the public's trust. It is not uncommon for cases involving similar allegations or circumstances to result in dissimilar penalties; as an officer's past history is taken under consideration and repetitive transgressions will typically result in augmented discipline up to and including termination. Furthermore, the most egregious violations may spawn termination notwithstanding an otherwise unremarkable disciplinary record.*

Jeffrey McCarrick  
Chief of Police