



# San Diego County SHERIFF'S DEPARTMENT

## NOTICE OF PROPOSED DISCIPLINARY ACTION

TO:		DATE:	
It is recommended that the following disciplinary action be administered to the below named employee:			
EMPLOYEE'S NAME:		TITLE:	
DEPARTMENT POLICY AND / OR PROCEDURE SECTION(S) VIOLATED:			
RECOMMENDED DISCIPLINE:			
SECOND LEVEL SUPERVISOR:		DATE:	
LIST PRIOR FORMAL DISCIPLINE WITHIN LAST FIVE YEARS WITH DATE			
I have been advised of the above charges and recommended discipline:			
EMPLOYEE'S SIGNATURE:		DATE:	
2 <sup>nd</sup> LEVEL SUPERVISOR SIGNATURE:		DATE:	
3 <sup>rd</sup> LEVEL SUPERVISOR SIGNATURE:		DATE:	
COMMENTS:			
REVIEWED BY INTERNAL AFFAIRS:		DATE:	
4 <sup>th</sup> LEVEL SUPERVISOR SIGNATURE:		DATE:	
COMMENTS:			
ADDITIONAL REVIEW:		DATE:	
ADDITIONAL REVIEW:		DATE:	
ADDITIONAL REVIEW:		DATE:	
<b>INTERNAL AFFAIRS SECTION</b>			
<input type="checkbox"/> WRITTEN REPRIMAND BY:		DATE:	
<input type="checkbox"/> NOTICE OF INTENT AND CHARGES:		DATE:	
<input type="checkbox"/> ORDER SERVED:		DATE:	
<input type="checkbox"/> CIVIL SERVICE NOTIFIED:		DATE:	
<input type="checkbox"/> PAYROLL NOTIFIED:		DATE:	
FINAL ACTION TAKEN:		DATE:	