

VOICES UNHIDDEN

Know Your Rights • Know Your Options • Know When to Escalate

Law Enforcement Reporting & Escalation Checklist

BEFORE YOU REPORT (If Safe)

- Gather evidence (screenshots, texts, emails, call logs)
- Save originals (do not edit or crop)
- Write a short timeline (dates & escalation)
- Bring notes — you may read from them

MAKING THE POLICE REPORT

- Ask to file an official report
- Request an incident or case number
- Ask for officer name & badge number
- Ask that all evidence offered be noted
- Request a copy of the report

IF DISMISSED OR MINIMIZED

- Document what was said (exact words if possible)
- Request a supervisor or sergeant
- Say: "I am requesting a supervisor because my report is not being properly documented."

AFTER THE REPORT (24–72 HOURS)

- Send a written follow-up
- Include incident number & evidence
- Save copies of correspondence

IF MISCONDUCT OCCURRED

- File an Internal Affairs / Professional Standards complaint
- Request confirmation & complaint number

ESCALATE (YOU ARE ALLOWED)

- Contact Prosecutor / District Attorney
- Seek court-based protection (police permission not required)

DOCUMENTATION = PROTECTION

- Timeline • Screenshots • Case numbers • Names • Emails

Escalation is not harassment. Persistence is not wrongdoing. Silence is not safety.

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