

(d) An explanation of the Board's complaint procedures shall be made to all police officers in a general order to be included in the manual of rules and procedures of a law enforcement unit, and shall be included in the training program for new police officers.

(E) EACH MEMBER OF THE BOARD SHALL RECEIVE TRAINING ON THE ISSUES OF ABUSIVE LANGUAGE, FALSE ARREST, FALSE IMPRISONMENT, HARASSMENT, AND EXCESSIVE FORCE.

16-44.

(a) An individual who claims to have been subjected to or witnessed an act of abusive language, FALSE ARREST, FALSE IMPRISONMENT, harassment, or excessive force, or injury allegedly resulting from excessive force caused by a police officer, may file a complaint at

the Office of the Internal Investigative Division,  
the Legal Aid Bureau,  
the Maryland Human Relations Commission,  
the Baltimore Community Relations Commission, or  
at any of the police district stations.

(b) (1) Except as provided in paragraph (2) of this subsection, a complaint shall be made within 1 year of the action giving rise to the complaint.

(2) A complaint for excessive force shall be made within 90 days of the alleged act of excessive force.

(c) (1) (i) The complaint shall be reduced to writing on a form authorized by the Board, signed by the complainant, and witnessed by a notary public.

(ii) In addition to the requirements of subparagraph (i) of this paragraph, a complaint for excessive force shall be sworn to by the complainant.

(2) The complaint shall include:

- (i) the name of the complainant;
- (ii) if known, the name of the police officer allegedly involved;
- (iii) the date, time, and place of the alleged misconduct;
- (iv) the circumstances of the alleged misconduct; and
- (v) an explanation of the alleged misconduct that is deemed to be

wrongful.

(d) One copy of the completed form shall be retained by the recipient of the complaint and a copy given to the complainant. A copy shall be sent within 48 hours to the Internal Investigative Division and the Secretary of the Board.