

Instructions
Annual Major Discipline Reporting Form | IAPP Appendix L

COLUMNS

Instructions	Provide information about all substantiated major disciplinary actions in which a plea agreement was reached or a final sanction was imposed during the time period listed. Major discipline is defined as complaints resulting in the officer's termination, demotion, or suspension for more than five days. For each major discipline sanction imposed, list ALL sustained charges in a single row for an officer.
Column B	Type the disciplined officer's rank (Officer, Lieutenant, Detective, Trooper I)
Column C	Type the officer's first name
Column D	Type the officer's last name
Column E	Select yes or no: Was the officer terminated?
Column F	Select yes or no: Was the officer demoted?
Column G	Select yes or no: Was the officer suspended for more than five days?
Column H	If the officer was suspended for more than five days, enter the numbers of days. Only include numerical digits (10, 30, etc.).
Column I	Type the name of the sustained charges (enter ALL sustained charges)
Column J	Type a brief summary of the officer's transgressions. Examples appear in the sample form below. Please note the following: *The synopsis of each case, required by this section, shall follow the format provided in Appendix L and shall include the identity of each officer subject to final discipline, a full explanation of the rule, regulation, policy, directive, or law violated, a factual summary of their conduct, and a statement of the sanction imposed. *The synopsis shall provide sufficient detail to enable a reader who is not familiar with the case to fully understand the factual scenario that resulted in the disciplinary action. *Examples of acceptable synopses may be found in Appendix L (updated November 2022). *This synopsis shall not contain the identities of the complainants or any victims. *Where discipline relates to domestic violence, the synopsis shall not disclose the relationship between a victim and an officer. In rare circumstances, further redactions may be necessary to protect the identity of a victim. Whenever practicable, notice shall be given to victims of domestic or sexual violence in advance of an agency's disclosure of discipline related to the incident.(IAPP 9.11.2)

SAMPLE FORM

Time period	January 1, 2022 to December 31, 2022
Agency	State Parole Board <small><- Type agency name here</small>
County	<small><- Select county from dropdown menu here</small>

No.	Rank	Disciplined Officer		Sanction				Synopsis	
		First Name	Last Name	Terminated?	Demoted?	Suspended?	# Days Susp.		Sustained Charge(s)
1	Sr. PO	Eric	Diaz	No	No	Yes	30	Insubordination; Conduct unbecoming a public employee and Violation of a rule, regulation, policy, procedure, order or administrative decision.	Diaz was suspended for 30 WDS for his repeated failure to submit to mandatory Covid-19 testing and/or submit proof of vaccination in accordance with a General Order which was issued in response to Governor Murphy's Executive Orders mandating that any employee who does not provide proof of full vaccination status shall undergo weekly COVID-19 testing.
2	Sr. PO	Eric	Diaz	Yes	No	No	0	Insobordination; Conduct unbecoming a public employee; and Violation of a rule, regulation, policy, procedure, order or administrative decision.	Diaz was removed for his repeated failure to submit to mandatory Covid-19 testing and/or submit proof of vaccination in accordance with a General Order which was issued in response to Governor Murphy's Executive Orders mandating that any employee who does not provide proof of full vaccination status shall undergo weekly COVID-19 testing.
3	Sr. PO	Timothy	Johnson	Yes	No	No	0	Falsification; Conduct unbecoming a public employee and Violation of a rule, regulation, policy, procedure, order or administrative decision.	Johnson allowed a CSL sex offender to reside at an unapproved address with minor children contrary to the terms of his release and also falsified reports. Johnson failed to follow the travel pass policy with regard to another offender under his supervision. Johnson was separated from the agency by way of settlement agreement.
4	Sr. PO	Richard	Mursheno	No	No	Yes	120	Falsification; Violation of the State Ethics Commission's Uniform Ethics Code; Misuse of public property; Violation of a rule, regulation, policy, procedure, order or administrative decision; and Intentional abuse or misuse of authority or position.	Mursheno was involved in a high-speed chase with police while off-duty. He attempted to use his position as an SPB officer to avoid receiving the applicable citations/fines. Mursheno appeared for court via Zoom while on duty using State time and/or resources. Mursheno violated SPB policies by failing to properly document his logs. In another matter, Mursheno failed to secure confidential files. Mursheno had two disciplinary matters that were resolved in one settlement agreement.
5	Sr. PO	Todd	Parisi	No	No	Yes	8	Violation of a rule, regulation, policy, procedure, order or administrative decision.	Parisi violated an SPB policy when he operated a State vehicle while off-duty for a non-business-related matter without notifying his supervisor. Specifically, Parisi stated he stopped to pay a personal bill after picking up his State vehicle from the Lodi motor pool in anticipation of his return to work. The State vehicle was damaged while parked and unoccupied. He promptly notified his supervisor of the incident.