

# FAIRBANKS POLICE DEPARTMENT

Print Form

## NOTICE OF PLACEMENT ON ADMINISTRATIVE LEAVE

TO: (Name & Rank of Officer)  DATE:  TIME:

**TAKE NOTICE** that you are placed on Administrative Leave effective immediately for the following reason:

- You are unfit for duty;
- You are a hazard to other persons if permitted to remain on the job;
- An immediate suspension is necessary to maintain safety, health, order or effective direction of public services; or
- You are the subject of a criminal or administrative investigation.

Brief statement of facts (attach additional information, if appropriate):

See attached complaint.

You shall abide by the following restrictions:

- No Restrictions;
- Not to enter police station without approval and escort;
- Not to ID self as police officer or engage in any police activity;
- Not to take official police action unless there is substantial risk to life or property, and shall limit your involvement to resolving the immediate threat
- Not to speak to witnesses or appear in court without prior coordination;
- Other (specify):

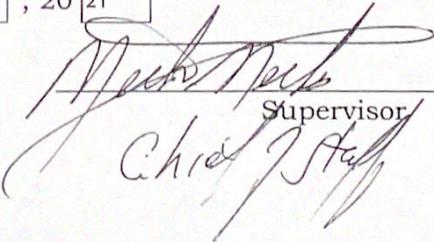
You shall immediately surrender the following:

- No Restrictions;
- Assigned Weapons(s);
- Badges(s)/ID;
- Assigned Vehicle;
- Other (specify):

I hereby acknowledge service of the "Notice of Placement on Administrative Leave"

this  day of , 20

\_\_\_\_\_  
Officer

  
\_\_\_\_\_  
Supervisor



Fairbanks Police Department  
Complaint Notification

Date: March 8, 2021  
To: Detective Avery Thompson  
From: City of Fairbanks, Office of the Mayor  
AI Investigation Number: IA21-002  
FPD Case or Incident Number: NA

Subject: Complaint Notification for Detective Avery Thompson

There has been a complaint filed against you alleging: Untruthfulness

A non-criminal investigation will be conducted to determine if you have violated any departmental rules or regulations. Part of this investigation will include an interview with you. This memorandum serves as notice of the complaint and to advise you that you are entitled to union representation during this interview. You are being ordered not to discuss this investigation with anyone other than your union representative.

You will be contacted to schedule your interview.

Upon completion of this form, it shall be delivered to the employee and contemporaneously to the PSEA through e-mail.

Any employee who will be asked questions which could reasonably lead to discipline shall be afforded the opportunity of having a PSEA representative present. Additional information regarding this process can be found in the PSEA Collective Bargaining Agreement.

*Any employee who will be asked questions which could reasonably lead to discipline shall be afforded the opportunity of having an PSEA representative present. Supervisors or employees who need a union representative should contact the PSEA Office directly. A copy of this notification must be emailed to PSEA, at [office@psea.net](mailto:office@psea.net) & [cmillett@psea.net](mailto:cmillett@psea.net).*

*Michael A. Smith  
Chief of Staff*