

Procedures for Complaints Alleging Failure of Department of Justice Employee to Provide Rights to a Crime Victim Under the Crime Victims' Rights Act of 2004

In accordance with the Crime Victims Rights Act, Title 18, U.S.C. Section 3771(f) and 28 CFR Part 45.10 (Nov. 17, 2005), procedures have been implemented to receive and investigate complaints alleging the failure of a Department of Justice employee to provide rights to crime victims. The Criminal Division Chief has been designated the Victims' Rights Point of Contact in the United States Attorney's Office for the Northern District of Georgia. The Victims' Rights Point of Contact will perform a review of submitted complaints to determine if the complaint is within the jurisdiction of the Crime Victims Rights Act and/or appears to warrant further investigation. A copy of the complaint will be sent to the Victims' Rights Ombudsman, who has been appointed by the Attorney General to serve as arbiter of complaints under the Crime Victims Rights Act. If further investigation is warranted, the Victims' Rights Point of Contact will provide a written report to the Victims' Rights Ombudsman, who will review the report and the investigative file and make a determination as to the final resolution of the complaint. At the end of the Victims' Rights Ombudsman's review, and further investigation if necessary, the Victims' Rights Ombudsman will submit a report of findings to the United States Attorney or his/her delegate. The Victims' Rights Ombudsman should send a notice to the victim who initiated the complaint informing the victim whether or not the Victims' Rights Ombudsman found a rights violation.

A complaint form (see versions in pdf below) is available for victims to complete if they feel that a Department of Justice employee has failed to provide them their rights as provided by law. All complaints should be submitted within sixty (60) days of the victim's knowledge of an alleged violation, but not more than one year after the actual violation. After completion of the form, the complaint should be faxed or mailed to the Victims' Rights Point of Contact for the component in which the subject of the complaint is located. The address, telephone, and fax numbers for the Victims' Rights Point of Contact for the U.S. Attorney's Office for the Northern District of Georgia are below and are listed on the complaint form.

Victim Rights Point of Contact Information:

Criminal Division Chief

Richard Russell Building
United States Attorney's Office
75 Spring Street, SW
Suite 600
Atlanta, Georgia 30303

Phone: 404-581-6000

Fax: 404-581-6181

[Northern District of Georgia Complaint Form \(pdf\)](#)

[Northern District of Georgia Complaint Form \(Espanol\) \(pdf\)](#)

[For More Information on Filing a Complaint and Who May File a Complaint](#)

[Office of the Victims' Rights Ombudsman](#)