

Our Roles

Senior Officer for Internal Disclosure

- Determines whether there are sufficient grounds to investigate
- Informs the discloser and the alleged wrongdoer of the next step
- Prepares recommendations based on results of an investigation and informs the Chief Executive or Deputy Minister
- Refers cases concerning criminal activity to the police

Supervisors

- Foster an ethical culture by modelling values-based leadership
- Receive disclosures of wrongdoing from employees and inform the Senior Officer for Internal Disclosure
- Protect the identity of those involved in the disclosure process

Employees

- Familiarize themselves with the main provisions of the act:
 - Options for making a disclosure
 - Confidentiality and protection from reprisal
- Know what constitutes a wrongdoing under the act
- Know how to make a disclosure of wrongdoing
- Know how to make a complaint about reprisal in the workplace
- Know where to get more information and advice

Senior Officers for Internal Disclosure and Supervisors

Provide guidance and other information to employees about:

- The act
- Employees' options for making a disclosure
- Employee' protection from reprisal
- Where to go if employees' need additional information