



PUBLIC INTEREST DISCLOSURE POLICY

Policy Type:	Institutional	Initially Approved:	April 22, 2008
Policy Sponsor:	President and CEO	Last Revised:	August 21, 2019
Primary Contact:	Human Resources	Review Scheduled:	September 2023
Approver:	President and CEO		

A. INTENT

The Alberta University of the Arts (AUArts) is committed to the highest standards of ethical conduct in executing its duties and responsibilities and will foster an environment where all Employees can report wrongdoing without reprisal in accordance with the Public Interest Disclosure (Whistleblower Protection) Act (PIDA).

B. SCOPE

This policy applies to all Employees of AUArts. Individuals who are not employees may report wrongdoing to the Commissioner.

C. POLICY STATEMENT

1. General Commitment

- 1.1 All Employees are encouraged to disclose wrongdoing to the Designated Officer, Chief Officer or the Public Interest Commissioner in accordance with PIDA and its procedures.
- 1.2 All Employees are encouraged to ask a supervisor, Designated Officer, Chief Officer or the Public Interest Commissioner for advice on disclosure procedures and applicable legislation. The supervisor, Designated Officer, Chief Officer or Public Interest Commissioner shall require the request for advice to be made in writing.
- 1.3 The Chief Officer will establish and maintain written procedures, including the time periods for managing and investigating disclosures for employees for whom the Chief Officer is responsible.
- 1.4 The Chief Officer will ensure information about the Public Interest Disclosure Act and its Procedures are widely communicated to Employees for whom the Chief Officer is responsible.
- 1.5 The Chief Office may designate a senior official to be the Designated Officer for the purposes of managing and investigating disclosures. If no designation is made, the Chief Officer will also be the Designated Officer for the purposes of PIDA.

D. DEFINITIONS

- Chief Officer: Means the head of AUArts as prescribed in PIDA. Currently the President and CEO.
- Designated Officer: Means the individual(s) the Chief Officer appoints to investigate disclosures under PIDA. Currently Director, Human Resources.
- Disclosure: A disclosure of wrongdoing made in good faith by an employee in accordance with PIDA unless defined otherwise through context.
- Wrongdoing: Means
- A contravention of an Alberta Statute, Regulation, or Act of the Parliament of Canada or pursuant Regulation.
 - An act or omission that creates:
 - A substantial and specific danger to the life, health and safety of persons other than a danger that is inherent in the performance of duties and functions of an employee.
 - A substantial and specific danger to the environment.
 - Gross mismanagement including an act or omission that is deliberate and shows a reckless disregard for the proper management of:
 - Public funds or a public asset.
 - The delivery of a public service including the management or performance of
 - A contract or arrangement identified or described in the Regulations including the duties resulting from the contract or arrangement or any funds administered or provided under the contract or arrangement, and
 - The duties resulting from an enactment identified or described in the regulations or any funds administered or provided as a result of the enactment
 - Employees by a pattern of behavior or the conduct of a systemic nature that indicates a problem in the culture of AUArts relating to bullying, harassment or intimidation.
 - Knowingly directing or counselling an individual to commit any of the above or any wrongdoing set out in regulations.
- Reprisal: Means actual or threatening dismissal, layoff, suspension, demotion, transfer, discontinuation or elimination of job, reduction in wages, changes of hours of work, reprimand or any measure that adversely affects an employee's employment or working conditions.

E. RELATED LEGISLATION

- Public Interest Disclosure Act (PIDA)

F. RELATED DOCUMENTS

- Public Interest Commissioner <https://yourvoiceprotected.ca>
- 500.08.01.01 Public Interest Disclosure Procedure
- 1000. Board of Governors: Code of Conduct Policy

G. REVISION HISTORY

Date (mm/dd/yyyy)	Description of Change	Sections	Person who Entered Revision (Position Title)	Person who Authorized Revision (Position Title)
09/24/2018	Revisions			