

## Disclosure of Wrongdoing Form

The Public Interest Disclosure Act allows current and former employees of eligible government bodies to report allegations of serious or systemic wrongdoing to their supervisor, Designated Officer, or to the Office of the Ombudsperson.

The Designated Officer will use the information provided when assessing whether to investigate your report. Please provide as much detail as possible. If you require assistance completing this form, please contact the [Designated Officer](#) or your Supervisor.

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### \*Required

#### Contact Information

1. Your Name

2. Preferred Pronouns

3. Address where we may contact you

4. Telephone Number

5. Email

6. How would you like to be contacted?

7. Preferred contact time?

8. May we leave a voice message?

Important: Reports under the Act may be made anonymously, but we may not be able to investigate without obtaining more information from you.

## Employment Information

9. Are you a current or former employee of UNBC\*?

10. If you are a former employee, please list your UNBC employment start date and end date.

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## Description of wrongdoing

The Public Interest Disclosure Act applies to the following kinds of wrongdoing:

- a serious act or failure to act that, if proven, would constitute an offence under an enactment of British Columbia or Canada
- an act or failure to act that creates a substantial and specific danger to the life, health or safety of persons, or to the environment, other than a danger that is inherent in the performance of an employee's duties or functions
- a serious misuse of public funds or public assets
- gross or systemic mismanagement
- knowingly directing or counselling a person to commit a wrongdoing described above

11. Please describe your concerns, keeping in mind how wrongdoing is defined, above. Explain how you learned about the wrongdoing and provide as much detail about the specific allegations as possible, including:

- Where the wrongdoing happened or is likely to happen?
- Who committed or is about to commit wrongdoing (name, title and contact information)?
- When the wrongdoing occurred or is expected to occur?
- Please identify any applicable laws, Acts, Regulations or policies that may apply in relation to the wrongdoing?

Description of wrongdoing: \*

12. Have you already reported the wrongdoing to anyone in the organization or to an external party? Please provide details of who you reported to, when, and their response.

13. Do you know of any other organization that is addressing these allegations? Please provide details.

14. Do you consider the matter urgent? If so, please explain why.

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## Evidence

Please attach or forward any documents, records, correspondence, recordings or other evidence that you have in your possession that support the allegations of wrongdoing to the Designated Officer.

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## Declaration \*

I have provided this information in good faith and on the reasonable belief that it could show a wrongdoing has been or is about to be committed.