

## WRONGDOING DISCLOSURE FORM

### *Public Interest Disclosure Act*

#### Instructions

The *Public Interest Disclosure Act* seeks to facilitate the disclosure and investigation of serious matters in or relating to the public service, that are potentially unlawful, dangerous to the public or injurious to the public interest as well as to ensure the protection of the person making the disclosure.

Section 3 of the *Act*, defines a wrongdoing as:

- an act or omission constituting an offence under an Act of the Legislature or the Parliament of Canada, or a regulation made under an Act
- an act or omission 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 the duties or functions of an employee
- gross mismanagement, including of public funds or a public asset
- knowingly directing or counselling a person to commit a wrongdoing

Public service employees may make a wrongdoing disclosure to their supervisor, the designated officer in their organization, or to the Office of the Ombud.

If the Ombud receives a disclosure from an individual who is not an employee of the public service, the Ombud will forward the disclosure to the chief executive of the organization in question. **If you have any concerns about this, please advise our office when filing your disclosure.**

Should you wish to receive more information or if you have questions relating to this form, please contact our office at (506) 453-2789 or 1-888-465-1100 (toll free).

Please send your completed form and any supporting documentation to our office:

- by email: [ombud@ombudnb.ca](mailto:ombud@ombudnb.ca)
- by fax: (506) 453-5599
- by regular mail: OMBUD NB, P.O. Box 6000, Fredericton, NB E3B 5H1

## CONTACT INFORMATION

*Disclosures to the Ombud are confidential. We require your contact information so that we can get in touch with you and for statistical purposes.*

Last Name:	First Name:
Address:	
Telephone Number:	Alternate Number:
Email:	
Language Preference: <input type="radio"/> English <input type="radio"/> Français <input type="radio"/> Other – please specify:	
Gender: <i>Please note: You are not required to fill out this section. We only collect information on gender for statistical purposes.</i> <input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Another gender – please specify:	
How would you like us to refer to you in correspondence? <input type="radio"/> he/him/his <input type="radio"/> she/her/hers <input type="radio"/> other pronouns – please specify:	
How best to reach you: <i>Our office hours are Monday to Friday from 8:30 a.m. to 4:30 p.m. Please indicate the best method and time to contact you for information.</i> Time <input type="radio"/> Morning <input type="radio"/> Afternoon  Method <input type="radio"/> Phone <input type="radio"/> Alternate Phone <input type="radio"/> Email	
<i>If you are making this complaint on behalf of another individual, <b>please attach a signed and dated authorization form</b></i>	

## WRONGDOING DISCLOSURE DETAILS

*Attach additional pages as required*

<b>Information on the organization and/or individual involved in the alleged wrongdoing</b>	
Name of the public service organization(s) involved in your disclosure: <i>(For example: Department, agency, Crown corporation, health authority, school district etc.)</i>	
Name and title of the individual(s) involved in your disclosure:	
<b>Information on the alleged wrongdoing</b>	
What kind of wrongdoing has occurred or may be occurring? <i>Select all that apply</i>	
an act or omission constituting an offence under an Act of the Legislature or the Parliament of Canada, or a regulation made under an Act	<input type="radio"/>
an act or omission 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 the duties or functions of an employee	<input type="radio"/>
gross mismanagement, including of public funds or a public asset	<input type="radio"/>
knowingly directing or counselling a person to commit a wrongdoing	<input type="radio"/>
Have you already made this disclosure to someone else, and did you receive a response? <i>If yes please attach any response you may have received</i>	
<input type="radio"/> Yes	<input type="radio"/> No

Have you taken any other steps to address the wrongdoing prior to making this disclosure (i.e., complaint to your union, Human Rights Commission, other dispute resolution process)?

*Please provide details*

Date(s) and location(s) of the alleged wrongdoing:

Summary of the alleged wrongdoing:

## DECLARATION

I make this disclosure in good faith, and I declare that all information provided is true and accurate to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date