

Council on Postsecondary Education

Policies Relating to *The Public Interest Disclosure (Whistleblower) Act*

Reference: *The Public Interest Disclosure (Whistleblower) Act*

COPSE Policy Approval Authority: COPSE

Point of Contact: Manager, Policy Development & Analysis

Original Policy Approval: July 2008

Amended: n/a

I. Statement of Purpose

The purpose of this policy is to:

- (1) establish procedures to manage disclosures by members and employees of COPSE; and,
- (2) identify the Designated Officer in accordance with Section 6 of *The Public Interest Disclosure (Whistleblower) Act*.

II. Policy

A. Procedures for Disclosure

A1. COPSE has been identified a "Government Body" in accordance with Section 2 of *The Public Interest Disclosure (Whistleblower) Act*.

A2. COPSE members and employees shall follow the procedures established by the Civil Service Commission, as amended by that agency from time to time. The Civil Service Commission procedures are included as appendices to this policy.

B. Designated Officer

B1. The Designated Officer for COPSE is the Secretary to the Council on Post-Secondary Education.

III. History

This policy is established in accordance with legislation passed by the Government of Manitoba. In September 2007, COPSE investigated the possibility of receiving and exemption under Section 7(1) of *The Public Interest Disclosure (Whistleblower) Act*. In December 2007, COPSE was advised by the Ombudsman that an exception would not apply in the case of COPSE and that COPSE had to develop procedures in accordance with the Whistleblower Act.

Attachments: Civil Service Commission Whistle Blower Policies

The following attachments are not included here and are available at:
<http://www.gov.mb.ca/csc/whistle/emplprot.html>

1.0 What Employees Need to Know

2.0 Protection from Reprisal

3.0 Making a Disclosure

4.0 Supervisor's Instructions

4.1 Supervisor's Checklist

5.0 Designated Officer's Instructions

5.1 Designated Officer's Templates

5.2 Designated Officer's Assessment Guide

5.3 Designated Officer's Checklist

5.4 Arranging for Legal Advice

5.5 Designated Officer's Fact Sheet

6.0 Information for Private Contractors

7.0 Information for Private Sector Employees

8.0 List of Designated Officers (Government of Manitoba)

9.0 Overview of *The Public Interest Disclosure (Whistleblower) Act*