

Mail to:

TRU Designated Officers
c/o People and Culture
805 TRU Way
Kamloops, BC V2C 0C8

Or email to:

designofficers@tru.ca

FOIPPA Statement

This information is collected by Thompson Rivers University under s.26(a) and (c) of the Freedom of Information and Protection of Privacy Act and will be used to assess and investigate allegations of serious wrongdoing made under the Public Interest Disclosure Act or TRU Whistleblower Policy (BRD 18-0). If you have questions about the collection of personal information please contact: TRU Designated Officers, c/o People and Culture, 805 TRU Way, Kamloops, BC, V2C 0C8, or email designofficers@tru.ca.

This form is designed to assist you with providing information about how to disclose a serious wrongdoing to your supervisor or TRU Designated Officer(s). The information provided on this form will help facilitate the review of the matter under the Public Interest Disclosure Act (PIDA) or the TRU Whistleblower Policy.

If you are unable to include all details about the alleged wrongdoing on this form, you may submit further details as a separate document. Please include it when you submit this form.

Questions marked with an * are required. Disclosures cannot be assessed without these completed fields.

Important: Your disclosure will be treated with the strictest confidence. Reports may be made anonymously, but we may not be able to investigate without obtaining more information from you. A Designated Officer may reach out to you directly for additional information or clarification if needed. If you would prefer to make a disclosure anonymously, please use an email account that does not use your name, or mail to the address above.

Affiliation Status with TRU

1. I am a:*

Please specify if "Other Member of University Community:"

Contact Information

2. Your Name

3. Preferred Pronouns

Preferred Pronouns if "Other:"

4. Address where we may contact you

5. Telephone Number

6. Email

7. What is your preferred method of contact?

8. Preferred contact time?

9. May we leave a voice message?

Description of wrongdoing

The Public Interest Disclosure Act and Whistleblower Policy 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

10. 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:*

11. 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.

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

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

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(s).

Declaration*

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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.