

WHISTLEBLOWER POLICY COMMUNICATION

EXECUTIVE SUMMARY

This is a report on the communication of The City's Whistleblower Policy.

RECOMMENDATION:

1. That Audit Committee receives this Report for Information.

PREVIOUS COUNCIL DIRECTION / POLICY

At the 2014 February 20 meeting of Audit Committee, the Audit Committee directed Administration to bring a Report on the Whistleblower Report.

BACKGROUND

The Audit Committee wants to know what type of communication there is for The City's Whistleblower Policy.

INVESTIGATION: ALTERNATIVES AND ANALYSIS

Human Resources was asked to provide their communication of the Whistleblower Policy. The City Auditor's Office, which is the group responsible for managing the Whistleblower Program, assisted by providing their knowledge of the communication of the Whistleblower Policy.

Human Resources provided the following information:

1. An article was posted on 2014 March 12 on the My City webpage reinforcing respectful workplace and mentions the Whistleblower Program as an option for employees;
2. There is a link through the internal website and on the My City webpage that leads to a webpage called "Report a Suspected Case of Wrongdoing, Waster or Fraud?"; and
3. For the Supervisor sign-off on The City's Code of Conduct there is a document title "Frequently Asked Questions for Supervisors: Code of Conduct". Question 10 on that document is entitled "If an employee has a complaint or concern, should they use the Whistleblower program?".

The City Auditor's Office provided the following information:

1. The external City of Calgary website, www.calgary.ca, lists all the contact information for the Whistleblower Program, including the policy and annual reports;
2. Jackie Di Salvo, Manager of the Whistleblower Program, has a Whistleblower Program business card with contact information that she hands out to various City employees that she meets. These cards support ongoing awareness of the Whistleblower Program; and

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3. Jackie Di Salvo has also previously made presentations to HR groups, the Audit Committee, a finance group and a public presentation at an Institute of Internal Auditors luncheon.

Stakeholder Engagement, Research and Communication

Input was sought from Human Resources and the City Auditor's Office.

Strategic Alignment

Not applicable.

Social, Environmental, Economic (External)

Not applicable.

Financial Capacity

Current and Future Operating Budget:

There are no budget implications for this Report.

Current and Future Capital Budget:

There are no budget implications for this Report.

Risk Assessment

Not applicable.

REASON FOR RECOMMENDATION:

This Report is for Information only.

ATTACHMENT

None.