



PIDA DISCLOSURE FORM

FORM 403-01

Under the Public Interest Disclosure (Whistleblower Protection) Act (PIDA), an employee of the Division may make a disclosure of a wrongdoing, which the Division will investigate in accordance with Administrative Procedure 450 - Public Interest Disclosures by Employees. Under PIDA, no person may make reprisals against an employee for making a disclosure, seeking advice about making a disclosure, or taking any other steps under PIDA, so long as the employee is acting in good faith.

Please submit this form to:

Deputy Superintendent
3656 1st Avenue
Edson, Alberta
T7E 1S8

Phone: 780-723-4471
Confidential Fax: 780-712-5586
Toll-free: 800-723-2564

Please note that employees may seek advice from the Deputy Superintendent about making a disclosure or any other steps under PIDA before submitting this form.

Administrative Procedure 450 - Public Interest Disclosures by Employees has the following definition:

- 1.8 "wrongdoing" means:
a. a contravention of an Act, a regulation made pursuant to an Act, an Act of the Parliament of Canada or a regulation made pursuant to an Act of the Parliament of Canada,
b. an act or omission that creates:
i. a substantial and specific danger to the life, health or safety of individuals other than a danger that is inherent in the performance of the duties or functions of an employee, or
ii. a substantial and specific danger to the environment,
c. gross mismanagement of public funds or a public asset, and
d. knowingly directing or counselling an individual to commit a wrongdoing mentioned above.

General Information

Name:

Title:

Mailing Address: City Province Postal Code

Telephone: Work Home Cell/Other

Email (Optional)

Best Time to Contact [ ] Day [ ] Evening [ ] Weekend

**Information about the Wrongdoing**

Please provide a brief description of the alleged wrongdoing. Please include all relevant dates, locations, etc. Please attach any available supporting documents.

Please list the individuals involved in the alleged wrong doing.

Is there any additional information about the alleged wrongdoing you wish to provide? Please attach any available supporting documents.

**Declaration**

I believe that all the information provided is true to the best of my knowledge.\*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*Knowingly making a false or misleading statement is an offence pursuant to the Act.