

## PIDA Disclosure Form

*Use this form to determine if a disclosure can be made, and to make a disclosure to the Designated Officer of the Canadian Rockies Public Schools. If you are unsure about any section of this form please call the Secretary-Treasurer of Canadian Rockies Public Schools at 1-403-609-6072.*

**Does this apply to you?**

### TIME REQUIREMENTS

**Did the wrongdoing occur after June 1, 2013?**

YES                       NO

**Has more than 2 years passed since the wrongdoing occurred?**

YES                       NO

### TYPE OF WRONGDOING

**To which of the categories below does the Wrongdoing apply?**

- Contravention of an Act or a Regulation (Contravention of a Law)
  
- An act or omission that creates a substantial and specific danger to the life, health or safety of individuals
- An act or omission that creates a substantial and specific danger to the environment
  
- Gross mismanagement of public funds or a public asset
  
- Counseling an individual to commit a wrongdoing mentioned above

*\*If none of the above, the Public Interest Disclosure Act does not apply. Consider internal resolution mechanisms.*

**To proceed with making a Disclosure of wrongdoing to the Designated Officer of Canadian Rockies Public Schools, please complete the form below:**

## DISCLOSURE OF WRONGDOING FORM

Name

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Mailing Address

---

City

Province

Postal Code

---

Preferred Telephone (area code + #)

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Work     Home     Cell

Alternate Telephone (area code +#)

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Work     Home     Cell

E-mail

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How do you prefer to receive communication in regards to the Disclosure?

Phone     E-mail     Mail

Name of Employer

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Branch/Unit/Department (if applicable)

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Name of Designated Officer (if known)

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Please provide as much information as possible about the person(s) or organization alleged to have committed the wrongdoing or about to commit the wrongdoing, or where the wrongdoing occurred or is about to occur:

Name

Title

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Organization

---

Organization Address

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City

Province

Postal Code

---

Work Telephone

E-mail

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Please provide a description of the wrongdoing including all relevant details, dates and locations the wrongdoings occurred, and all parties involved:

**Declaration**

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

\*All information is to be kept confidential.

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Signature

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Current Date

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

Please send the completed form in confidence to:

Secretary-Treasurer

Canadian Rockies Public Schools

618-7th Ave, Canmore, AB, T1W 2H5

Phone: (403) 609-6072

Fax: (403) 609-6071