

Disclosing Possible Fraud and Wrongdoing Pocket Card

Instructions

1. Print this page for you and your colleagues
2. Cut out the cards below ✂
3. Fold the cards in half
4. Insert into your security card holders!



<p>NOW AND TOMORROW EXCELLENCE IN EVERYTHING WE DO</p> <h3>Disclosing Possible Fraud and Wrongdoing: Step-by-Step at ESDC</h3> <p>Step 1: Research</p> <ul style="list-style-type: none">• Consult a trusted source, such as your manager and/or a Regional Security Officer.• Review the Public Sector Integrity Commissioner's Decision-making Guide at http://www.psic-ispcc.gc.ca/eng under "Five questions to ask yourself before disclosing" to confirm if the suspected event is fraud or wrongdoing.• Review the Public Servants Disclosure Protection Act (PSDPA) by visiting http://lawslois.justice.gc.ca/eng/acts/P-31.9/ <p>Step 2: Contact ESDC's Senior Disclosure Officer</p> <ul style="list-style-type: none">• By Telephone: 819-654-5043 or Toll free: 1-866-369-7731• By Email: EDSC.MIN.DIVULGATION-DISCLOSURE.MIN.ESDC@hrsdc-rhdcc.gc.ca• However, should you prefer to complete a disclosure form, it can be found by searching for form number HRB5037 on iService. <p>Or, you can complete The Integrity Commissioner's Disclosure Form for Federal Public Sector Employees and Members of the RCMP by visiting http://www.psic-ispcc.gc.ca/eng under "How to disclose wrongdoing"</p> <p> Employment and Social Development Canada / Emploi et Développement social Canada</p>	<p>NOW AND TOMORROW EXCELLENCE IN EVERYTHING WE DO</p> <p>Step 3: Form Submission</p> <ul style="list-style-type: none">• In the event you have completed a Disclosure form, submit it to your supervisor, manager; or ESDC's Senior Disclosure Officer: by email : NC-MIN-DIVULGATION_DISCLOSURE-GD inbox, or in person or by mail to: Senior Disclosure Officer, ESDC, Labour and Service Canada Place du Portage, Phase II, 165 Hotel-de-Ville Street, Mail stop: L804, Gatineau, Quebec K1A 0J9• Submit the Integrity Commissioner's Disclosure Form through secure fax transmission at (613) 946-2151; or in person, or by mail to: Office of the Public Sector Integrity Commissioner of Canada 60 Queen Street, 7th Floor, Ottawa, Ontario K1P 5Y7 <p>Remember, YOU ARE PROTECTED when you disclose possible fraud!</p> <p> Employment and Social Development Canada / Emploi et Développement social Canada</p>
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