



# Memorandum

**Secretariat**

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**TO:** Board of Governors

**FROM:** Ms. Edyta Rogowska, Secretary General

**SUBJECT:** Annual Report on the *Policy on Safe Disclosure* (“Whistle Blowing”)

**DATE:** May 25, 2017

**DOCUMENT #:** GD16-64

**ACTION REQUIRED:**  INFORMATION     APPROVAL/DECISION

**ISSUE & EXPECTED OUTCOME**    The Annual Report on the *Policy on Safe Disclosure* (“Whistle Blowing”) is presented to the Board of Governors for information.

**BACKGROUND & RATIONALE**    Section 8 of the *Policy on Safe Disclosure* (“Whistle Blowing”) states:

8.1 Once per academic year, the Secretary-General shall make a report to Senate and the Board of Governors, which report shall include:

- (i) the number of reports filed by Disclosers;
- (ii) the number of reports investigated;
- (iii) the number of findings of Improper Activity;
- (iv) the types of action taken pursuant to an investigation.

8.2 The annual report of Improper Activities shall respect the privacy of Disclosers and Respondents.

**ALIGNMENT WITH MISSION AND STRATEGIC PRIORITIES**    The Report allows the University to continue in its mission of embracing principles of academic freedom, integrity, responsibility, equity and inclusiveness.

**COMPLIANCE WITH UNIVERSITY POLICY**    The Report was presented to Senate on May 15, 2017.

**COMPLIANCE WITH LEGISLATION/EXTERNAL REGULATIONS**    N/A

**RISK FACTORS**    In order to raise awareness of the Policy, a new webpage highlighting the purpose of the Policy and process for submitting safe disclosures has been created. Please see: <http://www.mcgill.ca/secretariat/policies/safe-disclosure-whistle-blowing-reporting> for more details.

**SUSTAINABILITY CONSIDERATIONS** The Policy provides for a sustainable framework for purposes of addressing safe disclosures made by members of the McGill community.

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**IMPACT OF DECISION AND NEXT STEPS** The Report will be presented to Senate and the Board in Spring 2018.

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**MOTION OR RESOLUTION FOR APPROVAL** N/A

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**APPENDICES** Appendix A: Annual Report on the *Policy on Safe Disclosure* (“*Whistle Blowing*”)

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## **Annual Report on the Policy on Safe Disclosure (“Whistle Blowing”)**

### **Introduction**

The *Policy on Safe Disclosure (“Whistle Blowing”)* was approved by Senate in May 2007 and by the Board of Governors in October 2007, and came into force on October 30, 2007. Following a review of the Policy, Senate approved revisions to the Policy on November 18, 2015. The revisions were then approved by the Board of Governors on November 26, 2015.

Section 8.1 of the Policy provides that the Secretary-General report annually to Senate and the Board of Governors on the application of the Policy. This report is presented to Senate in discharge of this obligation for the period January 1, 2016 through December 31, 2016.

The annual report shall respect the privacy of Disclosers and Respondents, as stipulated at various points in the Policy.

### **Report**

During the reporting period from January 1, 2016 through December 31, 2016, one (1) confidential report was filed with the Secretary-General in accordance with the *Policy on Safe Disclosure (“Whistle Blowing”)*. The report was referred to the Provost and Vice-Principal (Academic) who considered the matters and appointed an investigator in accordance with section 4.3.1 of the Policy.

The investigator undertook a full investigation and submitted a report which concluded that there was no Improper Activity as defined in the Policy. Accordingly, the disclosed allegations did not give rise to action.