

# Navigating the PIDA Policy

## A GUIDE FOR EMPLOYEES

### What is PIDA?

As of December 1, 2024, post-secondary institutions in British Columbia are subject to the Public Interest Disclosure Act (PIDA). PIDA provides a way for public sector employees to report serious or systemic Wrongdoing with protections from Reprisal. UBC's PIDA Policy sets out our process for doing so.

### What is Wrongdoing?

Wrongdoing is defined under PIDA as:

- A **serious** act or failure to act that, if proven, would constitute an offence under an enactment of BC or Canada,
- An act or failure to act that creates a **substantial and specific** danger to the life, health or safety of persons, or to the environment, other than a danger that is inherent in the performance of an employee's duties or functions,
- A **serious** misuse of public funds or public assets,
- **Gross or systemic** mismanagement, or
- Knowingly directing or counselling a person to do any of the above.

If an employee believes that Wrongdoing has been or will be committed, they can report it internally to UBC or externally to the BC Ombudsperson. This is called making a **Disclosure**.



#### The following examples are likely Wrongdoing:

- ☐ Substantial theft of UBC assets or property
- ☐ Dumping hazardous waste materials
- ☐ Serious financial or other fraud
- ☐ Ignoring repeated complaints about unethical or unlawful practices
- ☐ Directing employees to bypass safety protocols

#### The following examples are likely not Wrongdoing:

- ☐ Interpersonal disputes or conflict between employees
- ☐ Minor administrative or accounting errors
- ☐ Safety hazards that are promptly addressed when discovered

### What about UBC's other policies?

The PIDA Policy does not replace UBC's other established policies for addressing improper conduct, including the Sexual Misconduct Policy, Discrimination Policy, Scholarly Integrity Policy and the Financial Investigations Policy. Employees who become aware of misconduct are encouraged to report it in accordance with these policies, if applicable. If the employee believes that the conduct constitutes Wrongdoing, and does not wish to report it under another policy, they may make a Disclosure under the PIDA Policy.

UBC

Investigations  
Office

io.ubc.ca | 604.827.2060 | investigations.office@ubc.ca

## Where can I go for advice?

If you are considering making a Disclosure, you can seek confidential advice from:

- Your union or employee association representative,
- A lawyer retained by you,
- Your supervisor,
- The Director of Investigations, or
- The BC Ombudsperson.

## How do I make a Disclosure?

If you believe that Wrongdoing has been or will be committed, you can make a Disclosure in writing to:

- Your supervisor,
- The Director of Investigations, using the form at [io.ubc.ca](https://io.ubc.ca), or
- The BC Ombudsperson.

You may make a Disclosure anonymously, but the Disclosure must contain:

- 1 Sufficient information to determine that you are or were a UBC employee, and
- 2 Sufficient details about the Wrongdoing to enable UBC to investigate. Think: who, what, where, and when?

## What happens after I make a Disclosure?

Upon receipt of a Disclosure, the Director of Investigations will do one of the following:

- Refer the Disclosure for investigation,
- Refer the Disclosure to another appropriate UBC policy or process, or
- Provide reasons for declining to investigate the Disclosure.

## How will I be protected from Reprisal?

Reprisals are any adverse measures that impact an employee's working conditions, that are taken because they sought advice, made a Disclosure, cooperated with an investigation, or made a complaint about Reprisal under the PIDA Policy. Reprisals are prohibited.

If you are concerned about Reprisal, let the Director of Investigations know. The Director of Investigations will assess the risk of Reprisal, and may implement measures to prevent Reprisal. Examples of protective measures include:

- Removing the Discloser from the supervision of a particular individual,
- Transferring the Discloser to another department, or
- Changing the Discloser's performance evaluators.

If you experience Reprisal, you can make a complaint to the Director of Investigations or the BC Ombudsperson.



THE UNIVERSITY OF BRITISH COLUMBIA  
**Investigations Office**