



Title	<b>Whistleblower</b>
Policy No.	B.2.19
Approval Body	Board of Governors
Policy Sponsor	Vice President, People & Culture
Last Revised/Replaces	
Effective Date	April 4, 2013

**CONTEXT AND PURPOSE**

Vancouver Community College (VCC; the College) expects all members of the College community to behave ethically and legally in accordance with VCC’s Policies and Procedures, and local, provincial and federal legislation. College members are expected to report instances of wrongdoing to the attention of the College without delay.

**SCOPE AND LIMITS**

This policy applies to all College members, including VCC employees, Board members, contractors, volunteers, and students.

**STATEMENT OF POLICY PRINCIPLES**

1. College members who knowingly observe or encounter evidence of suspected wrongdoing are expected to report it immediately.
2. The College will identify steps for College members to make reports under this Policy in accordance with the Whistleblower Procedures that accompany this Policy.
3. The College will take all allegations of wrongdoing seriously and will investigate each report appropriately.
4. Because it may not be possible for the College to conduct a complete investigation where a report is anonymous, College members are encouraged to identify themselves when making a report. Reports will be kept confidential to the extent possible consistent with the need to conduct an adequate investigation. Whether or not a College member’s identity can be fully protected will depend on the nature of the allegations.
5. There will be no retaliation or reprisals against a College member who has made a report under this Policy in good faith.
6. Employees found to have participated in acts of wrongdoing may be subject to disciplinary action up to and including termination of employment. Students found to have participated in such acts may be subject to the penalty provisions of the appropriate policies of the College, up to and including expulsion.

7. Any College member who knowingly makes a false, bad faith or malicious report under this Policy, or who retaliates against a whistleblower, may be subject to discipline or corrective measures in accordance with applicable collective agreements, human resources practices and/or College policies.

## DEFINITIONS

Bad Faith Report: is one in which a College member makes allegations of wrongdoing knowing them to be false or for malicious, frivolous or vindictive reasons.

College Member: Includes all VCC employees, Board members, contractors, volunteers, and students.

Reprisal or Retaliation: Improper measures taken against a College member because they have made a good faith report, sought advice about making a report, or co-operated in an investigation.

Reprisal or retaliation includes any measure that improperly and adversely affects employment, working or learning conditions, such as:

- A disciplinary measure
- A negative effect on academic evaluation
- A demotion
- Termination of employment of contract
- A threat to take any of the above measures

Whistleblowing: The report or disclosure of wrongdoing, as defined below. **Whistleblowing does not include** individual concerns, appeals, complaints, grievances, or issues associated with matters such as but not limited to: academic appeals, conduct, harassment, discrimination, accessibility, copyright intellectual property, individual health or safety, management or employee performance, provisions contained in collective agreements and/or statute.

Wrongdoing: Any serious unlawful or fraudulent activity which does not fall within the scope of the following VCC Policies: Prevention of Harassment, Discrimination and Bullying Policy A.3.1; Standards of Employee Conduct and Conflict of Interest Policy A.3.6; and Board Bylaw G.1.0 Board Conduct. These Policies contain mechanisms for raising or reporting allegations based on their specific content. Wrongdoing may include allegations of:

- Criminal activity
- Failure to comply with or breach of a legal obligation
- Negligent, improper or gross mismanagement of any College or public funds;
- Financial malpractice, impropriety or fraud
- Serious, wilful and flagrant breach of federal, provincial, or municipal statute or College policy, procedure or regulation;
- Improper conduct or unethical behaviour
- Substantial and specific danger to the environment or public health and safety
- Attempts to conceal any of the above

## **RELATED LEGISLATION & POLICIES**

### Legislation

B.C. College and Institute Act  
The British Columbia Human Rights Code

### Policies

A.3.3 Freedom of Information and Protection of Privacy  
A.3.6 Standards of Employee Conduct & Conflict of Interest

### Board of Governors Bylaws

G.1.0 Board Conduct

## **RELATED PROCEDURES**

Refer to B.2.19 Whistleblower Procedures.