



COLLEGE OF THE NORTH ATLANTIC

OPERATIONAL POLICY

TOPIC: WHISTLEBLOWER PROTECTION

Policy No.	PO-004	Division	President's Office
Related Procedure	PO-004-PR	Board Policy Ref.	GP-GR-803
Related Policies	n/a	Effective Date	June 3, 2025

1. PURPOSE AND SCOPE

The purpose of the Whistleblower Protection Policy (the Policy) is to outline the purpose, wrongdoings, and appropriate methods of disclosure established by the *Public Interest Disclosure and Whistleblower Protection Act* (the Act). This legislation allows public employees to disclose serious and significant wrongdoings without fear or threat of reprisal.

The Policy applies to all CNA employees (see Definitions).

2. POLICY

The Act facilitates the disclosure and investigation of significant and serious matters in or relating to the public service that an employee believes may be unlawful, dangerous to the public or injurious to the public interest, and to protect persons who make those disclosures.

The Act applies to the following wrongdoings in or relating to the public service:

- an act or omission constituting an offence under an Act of the Legislature or the Parliament of Canada, or a regulation made under an Act;
- an act or omission 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 the duties or functions of an employee;

- gross mismanagement, including of public funds or a public asset; and
- knowingly directing or counselling a person to commit a wrongdoing described above.

3. DEFINITIONS

Disclosure A report in writing of a wrongdoing which has been committed or is about to be committed, where that disclosure is made in good faith by an employee in accordance with the Act.

Employee Any individual who is currently employed by CNA or provides services to CNA under an employment contract. This includes all employees, regardless of status, as well as current employees who are on a leave of absence (paid/unpaid).

4. PROCEDURE

The President shall ensure that procedures are developed and implemented in accordance with the Policy.

Approval History Approved by President June 3, 2025
