The Employee wishing to report a Conflict of Interest in accordance with the Policy on Conflict of Interest (BD-4) may do so either in writing with the mention “Strictly confidential – To be opened by addressee only” or by leaving a voice mail message with their name and contact information in the appropriate private voice mail, as set out below.

Any report of Conflict of Interest made against:

a) an immediate supervisor or unit head shall be made to the Secretary-General at (514) 848-2424 extension 4822 or to the President at (514) 848-2424 extension 5866;

b) a Dean shall be made directly to the Secretary-General at (514) 848-2424 extension 4822, who shall refer the matter to the relevant Vice-President;

c) a Vice-President shall be made directly to the President at (514) 848-2424 extension 5866; or

d) the President shall be made directly to the Chair of the Governance and Ethics Committee at (514) 848-2424 extension 5811.

March 2020