

Passed By Council on:03/27/1995

Purpose

To ensure that opinions expressed in public by City employees do not cause damage to the organization as a whole.

Policy Statement

1. Employees are expected to fulfill their duty of loyalty to the Employer by acting in the best interest of the Employer during the term of their employment. Employees shall ensure that their actions do not place the interests of the Employer at risk or harm. This includes, but is not limited to making critical comments in the audio, visual or print media, internet postings (websites, blog, on line chat rooms), etc. or portraying the City negatively by using profane or insulting language or images which have the effect of damaging the City's reputation or image.

1. An employee must exhaust all internal channels within the organization in an effort to address/resolve any concerns or issues he or she feels the need to raise. Internal channels include addressing the matter in a formal way with the appropriate authority such as:

- A Supervisor
- A Department Head
- Relevant labour/management committee (including relevant occupational health and safety committee)
- Union representative who can act on behalf of the employee with members of management.

2. Any criticism expressed in public by City employees must meet the following criteria in that it must:

- be objective and free of any conflict of interest;
- be motivated by legitimate concern for the organization's well being;
- be founded on accurate and factual information; not upon false or misleading information;
- be genuine not be malicious;
- not be based upon confidential or privileged information, the release of which causes the organization as a whole, great damage; and
- meet society's standards with respect to libel and slander.

Employees found in breach of this policy will be subject to disciplinary action in accordance with the City's disciplinary policy and collective agreements where applicable.

Application

Responsibilities

All employees, Department of Human Resources.

Definition

References/Appendix

Monitoring and Contravention

Approvals

Support Services Committee Meeting March 14, 1995; Regular Meeting of Council March 27, 1995; Finance and Administration Standing Committee report – July 5, 2007; Regular Meeting of Council – July 23, 2007.

Review Period

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