

Procedures under the Ombudsman Act

Authority

Under s. 15(3) of the *Ombudsman Act*, the Ombudsman has the authority to determine his own procedures.

Statement of Principle

The Ombudsman intends for his office to be as effective, transparent and open as possible to ensure its accountability and integrity in its dealings with provincial government and the public.

I. Ombudsman Reporting Procedure for Issues under Investigation

The Ombudsman may notify the public of an issue he is investigating:

- if he determines it is necessary to do so to encourage relevant witnesses to come forward or information to be provided in order to fully investigate a matter; or
- if he determines it is appropriate to do so given the serious or compelling nature of the matter or if he otherwise determines it is in the public interest to do so.

When notifying the public the Ombudsman will identify the issue under investigation.

The Ombudsman may advise the governmental organization that is the subject of the investigation of his intention to notify the public prior to doing so.

II. Ombudsman Reporting Procedure under s. 11 of the *Ombudsman Act*

The Ombudsman may report to the Assembly under s. 11 of the *Ombudsman Act* when he considers it appropriate to do so.

The Ombudsman will notify any governmental organization to be identified in his report to the Assembly prior to tabling the report.

III. Ombudsman Use of Personal Information relating to Complainants in Reports

The Ombudsman may disclose in his reports to the Assembly or in public comment relating to those reports, personal information, including names of complainants, with the consent of the person to whom the information relates or with the consent of a person with the authority to consent on their behalf.