

Office of the Conflict of Interest and Ethics Commissioner

# **Strategic Plan for 2018-2021**

*Safeguarding Public Trust*

# About the Office of the Conflict of Interest and Ethics Commissioner

## Mission

The Office of the Conflict of Interest and Ethics Commissioner provides independent, rigorous and consistent direction and advice to members of Parliament and federal public office holders, conducts investigations and, where necessary, makes use of appropriate sanctions in order to ensure full compliance with the [Conflict of Interest Code for Members of the House of Commons](#) and the [Conflict of Interest Act](#).

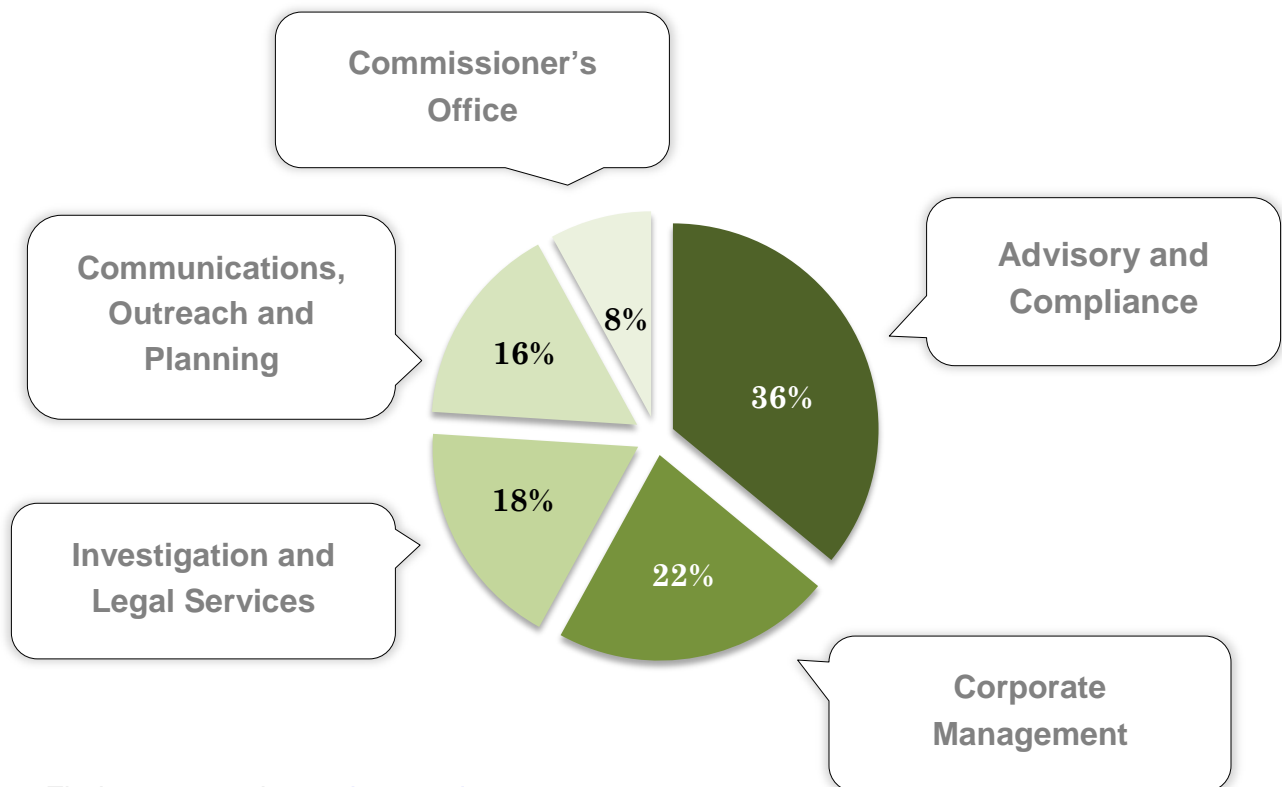
## Core responsibilities

Applying and enforcing the *Conflict of Interest Act* and the *Conflict of Interest Code for Members of the House of Commons*.

Communicating the role and mandate of the Office to Members of Parliament, public office holders, the media and the public.

Meeting high standards of accountability, transparency and efficiency in a parliamentary context.

## Corporate structure : Distribution of employees by division



Find out more about [what we do](#).

## Strategic Plan for 2018-2021

The Strategic Plan for 2018-2021 sets the course for the Office of the Conflict of Interest and Ethics Commissioner for the next three years and beyond.

This plan is a living document and may be subject to change to allow the Office to adapt to unforeseen circumstances.

Progress against the plan is continuously monitored and reported on in the Commissioner's Annual Reports to Parliament.

**The Office has identified the following key risks and response strategies in relation to its core responsibilities:**

Key Risks	Response Strategies
Members of Parliament and public office holders fail to comply with the <i>Conflict of Interest Act (Act)</i> and the <i>Conflict of interest Code for Members of the House of Commons (Code)</i> because they do not understand the requirements.	<ul style="list-style-type: none"><li>• To continue to improve the Office's advisory processes and its case management system.</li><li>• To take a proactive approach to compliance and outreach across all programs by bringing together education, policy and information technology (IT) expertise.</li></ul>
The Office does not function efficiently because a number of its current technologies and information systems require updates.	<ul style="list-style-type: none"><li>• To update and improve information management and IT systems and processes.</li><li>• To ensure that the Office's website meets accessibility requirements.</li></ul>
The Office is perceived as lacking strong public sector governance because its operational policies and practices are not revised regularly.	<ul style="list-style-type: none"><li>• To update policies, practices and plans to meet best practices in public sector management.</li></ul>

Find out more about the obligations of [Members of Parliament](#) and [Public Office Holders](#).

**Based on the identified key risks and determined response strategies, the Office has defined the following key priorities:**

### **Build and improve communications and outreach processes**

- New communications and outreach products will be developed to promote awareness amongst public office holders and Members of Parliament of their obligations under the Act and the Code.
- Processes and tools to support employees in providing independent, rigorous, clear and consistent advice to those subject to the Act and the Code will be reviewed and improved.
- The Office will prepare orientation material and processes for the 2019 general election.
- An evergreen compilation of potential amendments to the *Conflict of Interest Act* and the *Conflict of Interest Code for Members of the House of Commons* will be produced for submission to committee in the event of a parliamentary review.

### **Modernize technology and information management structures**

- Information management systems and processes will be improved to ensure employees can efficiently access information that is accurate and complete.
- Information technology and software that is nearing end of life will be updated to maintain functionality and efficiency.
- The Office's website will be updated to meet best practices for mobility and accessibility in a parliamentary environment by the 2019 election.

### **Maintain operational excellence (Accountability, Leadership, Integrity, Stewardship, Transparency)**

- Policies, practices and plans will be reviewed and updated as necessary to meet best practices in public sector management.