



Conflict of Interest and Ethics Commissioner
Commissaire aux conflits d'intérêts et à l'éthique

Reporting Obligations for reporting public office holders



OVERVIEW

- Annual review
- Material changes
- Gifts or other advantages
- Recusals
- Offers of outside employment
- Post-employment: reporting obligations
- Recap: reporting deadlines
- Enforcement

ANNUAL REVIEW

Each year, on the anniversary of your appointment, you must:

- review your disclosures
- update your information
- take new compliance measures as needed

MATERIAL CHANGES

- Buying or selling a home or car
- Changes to your portfolios
- Acquiring or paying off a loan
- Assets over \$10,000 (e.g., inheritance)
- Friends or family with ties to the Government of Canada

Report within 30 days of the change.

GIFTS

Acceptable gifts:

- Permitted under the *Canada Elections Act*
- Given by family members or friends
- Normal expression of courtesy or protocol

Report acceptable gifts with an individual or cumulative value of \$200 or more within 30 days of acceptance.

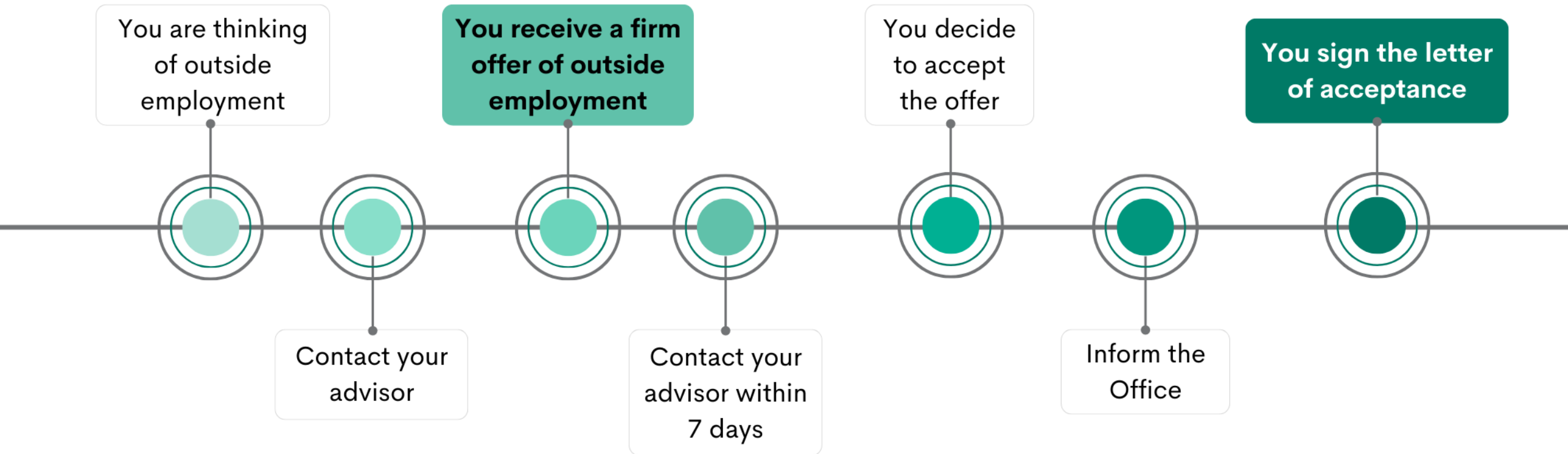


RECUSALS

- Recuse yourself from any discussion, decision, debate or vote where you would be in a conflict of interest
- A conflict of interest screen can be set up

Report recusal within 60 days.

OFFERS OF OUTSIDE EMPLOYMENT



For full details, please see the *Conflict of Interest Act*

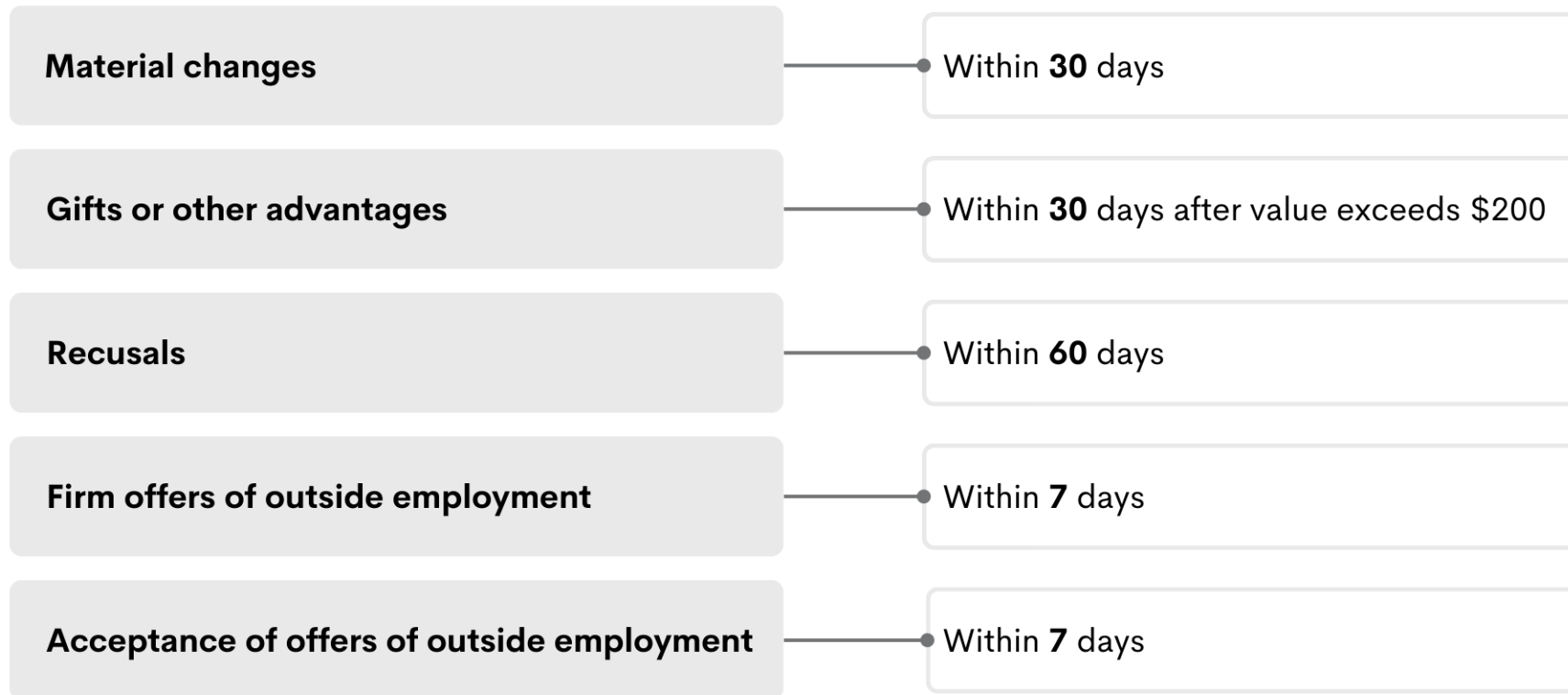
Report firm offers and acceptance within 7 days.

POST-EMPLOYMENT: REPORTING OBLIGATIONS

- Communications or meetings arranged with public office holders as defined in the *Lobbying Act*
- Meetings that you arranged, even if you did not attend

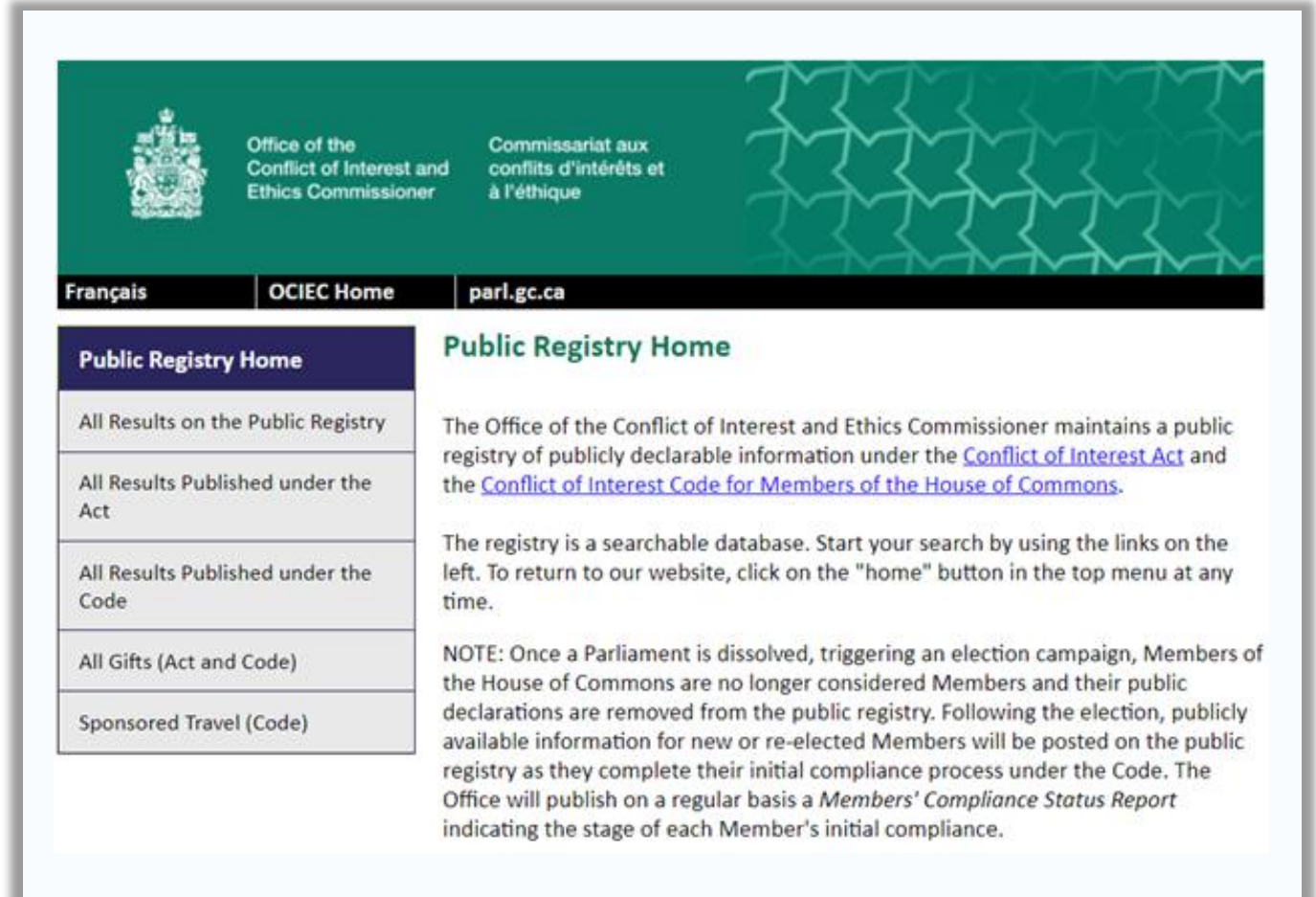
**Most former reporting public office holders
have a one-year cooling-off period**

RECAP: REPORTING DEADLINES



ENFORCEMENT

- Public registry
- Compliance orders
- Administrative monetary penalties
- Investigations



The screenshot shows the website for the Office of the Conflict of Interest and Ethics Commissioner (OCIEC). The header features the OCIEC logo and name in both English and French. Below the header is a navigation bar with links for 'Français', 'OCIEC Home', and 'parl.gc.ca'. The main content area is titled 'Public Registry Home' and contains a table of links to various registry results, followed by explanatory text and a note.

Public Registry Home
All Results on the Public Registry
All Results Published under the Act
All Results Published under the Code
All Gifts (Act and Code)
Sponsored Travel (Code)

Public Registry Home

The Office of the Conflict of Interest and Ethics Commissioner maintains a public registry of publicly declarable information under the [Conflict of Interest Act](#) and the [Conflict of Interest Code for Members of the House of Commons](#).

The registry is a searchable database. Start your search by using the links on the left. To return to our website, click on the "home" button in the top menu at any time.

NOTE: Once a Parliament is dissolved, triggering an election campaign, Members of the House of Commons are no longer considered Members and their public declarations are removed from the public registry. Following the election, publicly available information for new or re-elected Members will be posted on the public registry as they complete their initial compliance process under the Code. The Office will publish on a regular basis a *Members' Compliance Status Report* indicating the stage of each Member's initial compliance.

HELPFUL LINKS

- [Reporting public office holders and compliance with the *Conflict of Interest Act*](#)
- [Summary of rules for public office holders](#)
- [Summary of rules for reporting public office holders](#)
- [Recusal and conflict of interest screens: Rules for public office holders](#)
- [Gift rules for public office holders](#)
- [Post-employment: Rules for public office holders](#)
- [Investigations under the Act](#)

TO REACH US

CONTACT THE OFFICE



613.995.0721



info@cie.parl.gc.ca

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THANK YOU!