



Office of the Integrity Commissioner

Public Servant Financial Declaration Form

[Save Form](#)[Print Form](#)[Email Form](#)

This form is to be used for making a declaration to the Integrity Commissioner if you are a public servant in a ministry, public body or minister's office and are working routinely on a matter that may involve the private sector.

The requirement for making a declaration is set out in sections 10-12 of Ontario Regulations 381/07 and 382/07 under the *Public Service of Ontario Act, 2006*.

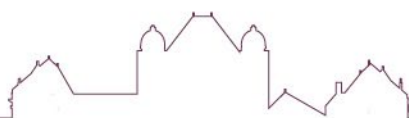
You are also required to disclose financial information for your spouse/partner or dependent children if their interests could create a conflict of interest for you.

If you have any questions about completing this form please contact the Office of the Integrity Commissioner at (416) 314-8983 or ethics@oico.on.ca.

PART I: PUBLIC SERVANT INFORMATION

A. CONTACT INFORMATION	
First Name	Last Name
Work Phone	Work Email
Job Title	Name of Ministry/Public Body/Minister's Office

B. DESCRIBE THE MATTER YOU ARE WORKING ON THAT MIGHT INVOLVE THE PRIVATE SECTOR. IF KNOWN, IDENTIFY THE PRIVATE SECTOR ENTITY(IES) INVOLVED.
<p>Provide the name of the project or initiative that might involve the private sector.</p> <p>Describe the project or initiative.</p>



Describe how the project or initiative might involve the private sector.

If known, identify the private sector entity or entities involved.

C. DESCRIBE YOUR ROLE IN THIS MATTER, INCLUDING ANY DECISION-MAKING AUTHORITY YOU HAVE IN IT.

D. PREVIOUS DECLARATIONS

Have you previously made a financial declaration? Yes ☐ No ☐

If **yes**:

- Has your role changed since your last declaration? Yes ☐ No ☐
- And/or are you now working on a different matter that might involve the private sector? Yes ☐ No ☐

If you have previously taken steps to mitigate conflict of interest related to the project or initiative, please describe.

PART II: SECURITIES

Please provide information about any financial interests that you have in securities or derivatives, including shares, stocks certificates, stock options, sector specific mutual funds and trust units.

You do not need to include broad based mutual funds, exchange-traded funds, fixed value securities issued by a government (such as bonds and treasury bills), guaranteed investment certificates, corporate bonds, registered pension plans, employee benefits plans, annuities or life insurance policies, or deferred profit sharing plans.

You are also required to disclose this information for your spouse/partner or dependent children if their interests could create a conflict of interest for you. Please indicate this information in the column titled "Ownership".



NOTE: If there are not enough lines in the table below, please create and attach an additional page. Do not attach financial, banking or investment statements.

Name of Security	Type of Security	# of Shares or Units	Value	Ownership	Connected to public servant duties
<i>e.g. ABC LTD</i>	<i>Stocks</i>	<i>100</i>	<i>\$1,000.00</i>	<i>Self</i>	<i>Yes</i>

PART III: BUSINESS ENTITIES OR COMMERCIAL OPERATIONS

Please provide information about any ownership interests that you have in a business entity or a commercial operation (such as a sole proprietorship, partnership, joint venture, syndicate or cooperative), or in the assets of such an entity or operation.

You are also required to disclose this information for your spouse/partner or dependent children if their interests could create a conflict of interest for you.

Name of Business/Operation	Description of Business	Type of Interest	Value	Ownership	Connected to public servant duties
<i>e.g. ABC Consulting</i>	<i>IT consulting business</i>	<i>Owner</i>	<i>\$1,000.00</i>	<i>Spouse</i>	<i>Yes</i>



PART IV: REAL ESTATE

Please provide information about any real property that you have a legal or beneficial interest in, whether or not you are registered as owner. Do not include family residences or recreational property.

You are also required to disclose this information for your spouse/partner or dependent children if their interests could create a conflict of interest for you.

Address of Property	Type of Property	Value	Ownership Interest %	Ownership	Connected to public servant duties

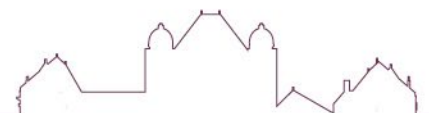
PART V: INVESTMENT CLUB

Please provide information about any financial interests that you have in a mutual fund operated as an investment club. A mutual fund is operated as an investment club if:

- (a) Its shares or units are held by fewer than 50 persons and its indebtedness has never been offered to the public;
- (b) It does not pay or give any remuneration for investment advice or in respect of trades in securities, except nominal brokerage fees; and
- (c) All of its members are required to make contributions in proportion to the shares or units each holds for the purpose of financing its operation.

You are also required to disclose this information for your spouse/partner or dependent children if their interests could create a conflict of interest for you.

Name of Fund	Value	Ownership	Connected to public servant duties



PART VI: DECLARATION

I declare as follows:

- ☐ I have fully and truthfully disclosed my personal financial interests, as described in Parts II-V, to the Integrity Commissioner.
- ☐ To the best of my ability, I have obtained information about the financial interests of my spouse/partner (if any) and my dependent children (if any), as described in Parts II-V, which could create a conflict of interest. I have fully and truthfully disclosed this information to the Integrity Commissioner.
- ☐ I will seek the Commissioner's further advice and, if required, make a further declaration if there is a change in any of the information required to be disclosed.
- ☐ By submitting this form to the Office of the Integrity Commissioner, I am fulfilling my obligation to make a financial declaration under section 11 of Ontario Regulation 381/07 or Ontario Regulation 382/07, made under the *Public Service of Ontario Act, 2006*.

Date:

Save Form

Print Form

Email Form

- ☐ *Additional pages have been created and are attached to the email*

INSTRUCTIONS: To submit the completed form, please click on the 'Email Form' button. Your email software will launch and this form will be automatically attached. Please also attach any applicable supporting financial documentation to the email.

The personal information collected on this form is collected for the purposes of administering the conflict of interest provisions in Part IV of the *Public Service of Ontario Act, 2006*, Ontario Regulation 381/07 and Ontario Regulation 382/07. If you have any questions about the collection of personal information, please contact the Office of the Integrity Commissioner at 416-314-8983.

