

**2012COL011 - Attachment 2
Administrative Directives Employment Review**

Directive Number	Directive Name	Summary
A1454	Fraud	This directive establishes a procedure for the prevention, detection, reporting and investigation of suspected fraud with the City.
A1117B	Occupational Health and Safety	This directive establishes processes and procedures that will enable the City and its employees to meet their Occupational Health and Safety obligations and responsibilities under the applicable Occupational Health and Safety laws.
A1433	Privacy	This directive ensures that the City complies with the privacy provisions of the <i>Freedom of Information and Protection of Privacy Act</i> and commits itself to the protection of all recorded personal information about an identifiable individual.
A1445	Privacy Breach	This directive establishes guidelines for the management of inadvertent disclosure of personal information by assisting employees in the reporting, investigating and documenting of privacy breaches and determining the severity of the privacy breach.
A1127	Respectful Workplace	This directive outlines appropriate behaviours and behaviours considered harassment and discrimination and a process for receiving and resolving complaints.
A1455	Whistleblower Protection	This directive establishes and maintain a process for the reporting and resolution of retaliation complaints.
A1438	Workplace Violence	This directive helps ensure that the City of Edmonton develops and maintains violence prevention practices in all departments to create a respectful work environment and complies with the Alberta Occupational Health and Safety Act, Regulation and Code.