



Scenario: Should I Claim Breakfast?

Group Size: 4-15

This scenario may contain explicit language and references to harmful situations which may be emotionally activating for some people. If you need support, services are available through the [CAF Member Assistance Program \(CFMAP\)](#) and the [Employee Assistance Program \(EAP\)](#).

Wayne is just back in the office after a week-long North Atlantic Treaty Organization (NATO) Headquarters (HQ) conference in Brussels. Catherine, his directorate's senior clerk, is getting ready to process his claim but has some concerns.

"I don't think I'll be able to process this claim Wayne," said Catherine, who has been the office clerk for three years and has become quite an expert with travel-related claims.

"You see, the fee for the hotel that you attended last week in Brussels included breakfast," she said. "You were expected to eat breakfast at the hotel."

Wayne explained to Catherine that he decided to skip breakfasts and work out instead.

"Aw, c'mon Cat, you know how busy these conferences can be. The only time I could work out was in the mornings and I can't work out on a full stomach. I grabbed breakfast at NATO HQ just before my morning meetings started," he said.

"Besides, the breakfasts were meagre, mainly just cheese, bread and coffee. I paid out of pocket to eat healthy. I just had some natural yogurt and fruit from the NATO café."

Catherine then suggested that receipts could substantiate his claim. "Look Cat," he said, "I don't collect receipts when I am on a per diem."

With that, he closed the file containing his claim and put it in Catherine's inbox. He leaned over to Catherine, and whispered, "Remember that sick day you took to go golfing last month? I kept my mouth shut."

"You wouldn't dare mention that to anyone," Catherine said as her face began to flush. "I told you that in confidence, as my friend!"

Categories

Principles:	Respect the Dignity of all Persons, Serve Canada before Self, Obey and Support Lawful Authority
Values:	Integrity, Stewardship, Courage
Cultural Themes:	Service, Leadership, Teamwork
Misconduct Types:	General Misconduct
GBA Plus Themes:	Income
Audience:	Defence Team

Facilitator's Guide

Learning Objectives:

- Discuss the importance of stewardship in this scenario.
- Discuss the ethical obligations of “Serve Canada before Self”, “Obey and Support Lawful Authority” and “Respect the Dignity of all Persons” in this setting.

Facilitation Questions:

1. What is the problem in this scenario?
 - Open group discussion.
2. What considerations are at play with respect to Defence Ethics and the military ethos?
 - Open group discussion
 - Discuss the ethical obligations of “Serve Canada before Self”, “Obey and Support Lawful Authority” and “Respect the Dignity of all Persons” in this setting.
 - Discuss the ethical values of integrity, stewardship and courage when working with travel expenses and claims.
 - Discuss honesty, duty, and responsibility in this scenario.
3. Why is important that Defence Team members be good stewards of government time and resources?
 - To maintain the integrity of the Public Service and retain the public's trust.
 - Stewardship is effectively and efficiently using the public money, property and resources managed by them.
4. What should Catherine do in this situation? Why?
 - Open group discussion.
 - Option 1: Catherine authorizes the claim. If Catherine were to authorize separate payment for Wayne's breakfasts, she would be contravening Treasury Board Policy, as well as the DND travel policy. Even if Catherine wants to do the right thing by refusing to process Wayne's claim, her use of sick days needs to be addressed.
 - Option 2: Catherine denies the claim and accepts the consequences of her previous actions.
 - When we lie or falsify claims, declaring more than we deserve, we create an environment of distrust, which can break down our workplace relationships very quickly.
 - The case between Wayne and Catherine also highlights what can happen when we involve other people in our unethical choices.
 - The best way to avoid situations such as this is to be honest and responsible concerning use of government time and resources.