



Labour Program / Federal Contractors Program

OFFICIAL USE ONLY Agreement N°:

Agreement to Implement Employment Equity

(All sections must be completed)

- [X] New Agreement [] Revised Agreement

ORGANIZATION section containing fields for Legal Name of Organization, Parent company location, Business Number, and NAICS Code Number.

HEAD OFFICE section containing fields for Address, City, Province, Postal Code, and Telephone Number.

EMPLOYMENT EQUITY CONTACT section containing fields for Name, Title, Telephone Number, E-mail Address, and Preferred Language of Correspondence.

CERTIFICATION section containing text regarding workforce size, contract value, and a declaration of intent to implement employment equity.

SIGNATORY section containing fields for Name, Title, Telephone Number, E-mail Address, Preferred Language of Correspondence, and Date.

Completion of this form is mandatory. Refusal to provide personal information will result in the organization's name being placed on the FCP Limited Eligibility to Bid List...

RETURN INSTRUCTIONS section containing the instruction: The signed Agreement to Implement Employment Equity form must be sent to the Labour Program by e-mail at: ee-eme@hrsdcc-rhdcc.gc.ca.

Workplace Equity Information Management System - Airbus DS Communications Corp

Workforce Analysis - Detailed Report

Date: 2017-06-12

Women

Employment Equity Occupational Group	Internal Location	All Employees #	Representation		Women Availability		Gap #	Recruitment Area
			#	%	%	#		
01 : Senior Managers	National	6	0	0.0 %	27.4 %	2	-2	National
02 : Middle and Other Managers	National	21	3	14.3 %	38.9 %	8	-5	National
03 : Professionals		73	9	12.3 %	22.2 %	16	-7	
1111 : Financial auditors and accountants	National	1	1	100.0 %	55.1 %	1	0	National
1122 : Professional occupations in business management consulting	National	1	0	0.0 %	42.0 %	0	0	National
2147 : Computer engineers (except software engineers and designers)	National	1	0	0.0 %	12.6 %	0	0	National
2172 : Database analysts and data administrators	National	1	1	100.0 %	35.2 %	0	1	National
2173 : Software engineers and designers	National	62	5	8.1 %	17.4 %	11	-6	National
4021 : College and other vocational instructors	National	1	0	0.0 %	53.8 %	1	-1	National
5121 : Authors and writers	National	5	1	20.0 %	54.9 %	3	-2	National
5125 : Translators, terminologists and interpreters	National	1	1	100.0 %	69.9 %	1	0	National
04 : Semi-Professionals and Technicians		15	3	20.0 %	19.4 %	3	0	
2242 : Electronic service technicians (household and business equipment)	Québec	2	0	0.0 %	7.5 %	0	0	Québec
2281 : Computer network technicians	Québec	4	1	25.0 %	18.5 %	1	0	Québec
2282 : User support technicians	Québec	7	1	14.3 %	19.6 %	1	0	Québec
2283 : Information systems testing technicians	Québec	2	1	50.0 %	32.5 %	1	0	Québec
05 : Supervisors		1	0	0.0 %	50.7 %	1	-1	
Employment Equity Occupational Group	Ottawa - Gatineau	1	0	0.0 %	50.7 %	1	-1	Ottawa - Gatineau
07 : Administrative and Senior Clerical Personnel		1	1	100.0 %	77.2 %	1	0	
Employment Equity Occupational Group	Ottawa - Gatineau	1	1	100.0 %	77.2 %	1	0	Ottawa - Gatineau
08 : Skilled Sales and Service Personnel		1	0	0.0 %	29.1 %	0	0	
6221 : Technical sales specialists - wholesale trade	Québec	1	0	0.0 %	29.1 %	0	0	Québec
09 : Skilled Crafts and Trades Workers		1	1	100.0 %	7.8 %	0	1	
7246 : Telecommunications installation and repair workers	Québec	1	1	100.0 %	7.8 %	0	1	Québec



Workplace Equity Information Management System - Airbus DS Communications Corp

Workforce Analysis - Detailed Report

Date: 2017-06-12

Women

Employment Equity Occupational Group	Internal Location	All Employees #	Representation		Women Availability		Gap #	Recruitment Area
			#	%	%	#		
10 : Clerical Personnel		4	3	75.0 %	65.8 %	3	0	
Employment Equity Occupational Group	Ottawa - Gatineau	4	3	75.0 %	65.8 %	3	0	Ottawa - Gatineau
12 : Semi-Skilled Manual Workers		5	3	60.0 %	14.6 %	1	2	
Employment Equity Occupational Group	Ottawa - Gatineau	5	3	60.0 %	14.6 %	1	2	Ottawa - Gatineau
Total		128	23	18.0 %	26.5 %	35	-12	

Total may not equal sum of components due to rounding.

Sources: 2011 National Household Survey and employer's internal data

Workplace Equity Information Management System - Airbus DS Communications Corp

Workforce Analysis - Detailed Report

Date: 2017-06-12

Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples					Recruitment Area
			Representation		Availability		Gap #	
			#	%	%	#		
01 : Senior Managers	National	6	0	0.0 %	2.9 %	0	0	National
02 : Middle and Other Managers	National	21	4	19.0 %	2.2 %	0	4	National
03 : Professionals		73	1	1.4 %	0.8 %	1	0	
1111 : Financial auditors and accountants	National	1	0	0.0 %	1.3 %	0	0	National
1122 : Professional occupations in business management consulting	National	1	0	0.0 %	1.6 %	0	0	National
2147 : Computer engineers (except software engineers and designers)	National	1	0	0.0 %	0.9 %	0	0	National
2172 : Database analysts and data administrators	National	1	0	0.0 %	1.3 %	0	0	National
2173 : Software engineers and designers	National	62	1	1.6 %	0.6 %	0	1	National
4021 : College and other vocational instructors	National	1	0	0.0 %	2.4 %	0	0	National
5121 : Authors and writers	National	5	0	0.0 %	1.9 %	0	0	National
5125 : Translators, terminologists and interpreters	National	1	0	0.0 %	2.9 %	0	0	National
04 : Semi-Professionals and Technicians		15	1	6.7 %	1.0 %	0	1	
2242 : Electronic service technicians (household and business equipment)	Québec	2	0	0.0 %	1.0 %	0	0	Québec
2281 : Computer network technicians	Québec	4	0	0.0 %	1.1 %	0	0	Québec
2282 : User support technicians	Québec	7	1	14.3 %	1.3 %	0	1	Québec
2283 : Information systems testing technicians	Québec	2	0	0.0 %	0.0 %	0	0	Québec
05 : Supervisors		1	0	0.0 %	2.7 %	0	0	
Employment Equity Occupational Group	Ottawa - Gatineau	1	0	0.0 %	2.7 %	0	0	Ottawa - Gatineau
07 : Administrative and Senior Clerical Personnel		1	0	0.0 %	3.2 %	0	0	
Employment Equity Occupational Group	Ottawa - Gatineau	1	0	0.0 %	3.2 %	0	0	Ottawa - Gatineau
08 : Skilled Sales and Service Personnel		1	0	0.0 %	1.0 %	0	0	
6221 : Technical sales specialists - wholesale trade	Québec	1	0	0.0 %	1.0 %	0	0	Québec
09 : Skilled Crafts and Trades Workers		1	0	0.0 %	1.0 %	0	0	
7246 : Telecommunications installation and repair workers	Québec	1	0	0.0 %	1.0 %	0	0	Québec



Workplace Equity Information Management System - Airbus DS Communications Corp

Workforce Analysis - Detailed Report

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Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples Representation		Aboriginal Peoples Availability		Gap #	Recruitment Area
			#	%	%	#		
10 : Clerical Personnel		4	0	0.0 %	2.8 %	0	0	
Employment Equity Occupational Group	Ottawa - Gatineau	4	0	0.0 %	2.8 %	0	0	Ottawa - Gatineau
12 : Semi-Skilled Manual Workers		5	0	0.0 %	3.3 %	0	0	
Employment Equity Occupational Group	Ottawa - Gatineau	5	0	0.0 %	3.3 %	0	0	Ottawa - Gatineau
Total		128	6	4.7 %	1.3 %	1	5	

Total may not equal sum of components due to rounding.

Sources: 2011 National Household Survey and employer's internal data

Workplace Equity Information Management System - Airbus DS Communications Corp

Workforce Analysis - Detailed Report

Date: 2017-06-12

Members of Visible Minorities

Employment Equity Occupational Group	Internal Location	All Employees #	Members of Visible Minorities					Recruitment Area
			Representation		Availability		Gap #	
			#	%	%	#		
01 : Senior Managers	National	6	0	0.0 %	10.1 %	1	-1	National
02 : Middle and Other Managers	National	21	0	0.0 %	15.0 %	3	-3	National
03 : Professionals		73	16	21.9 %	37.2 %	27	-11	
1111 : Financial auditors and accountants	National	1	0	0.0 %	27.5 %	0	0	National
1122 : Professional occupations in business management consulting	National	1	0	0.0 %	21.6 %	0	0	National
2147 : Computer engineers (except software engineers and designers)	National	1	0	0.0 %	38.2 %	0	0	National
2172 : Database analysts and data administrators	National	1	0	0.0 %	32.3 %	0	0	National
2173 : Software engineers and designers	National	62	15	24.2 %	40.5 %	25	-10	National
4021 : College and other vocational instructors	National	1	1	100.0 %	13.4 %	0	1	National
5121 : Authors and writers	National	5	0	0.0 %	10.7 %	1	-1	National
5125 : Translators, terminologists and interpreters	National	1	0	0.0 %	22.2 %	0	0	National
04 : Semi-Professionals and Technicians		15	0	0.0 %	16.4 %	2	-2	
2242 : Electronic service technicians (household and business equipment)	Québec	2	0	0.0 %	12.9 %	0	0	Québec
2281 : Computer network technicians	Québec	4	0	0.0 %	13.1 %	1	-1	Québec
2282 : User support technicians	Québec	7	0	0.0 %	18.2 %	1	-1	Québec
2283 : Information systems testing technicians	Québec	2	0	0.0 %	20.0 %	0	0	Québec
05 : Supervisors		1	0	0.0 %	14.7 %	0	0	
Employment Equity Occupational Group	Ottawa - Gatineau	1	0	0.0 %	14.7 %	0	0	Ottawa - Gatineau
07 : Administrative and Senior Clerical Personnel		1	0	0.0 %	12.2 %	0	0	
Employment Equity Occupational Group	Ottawa - Gatineau	1	0	0.0 %	12.2 %	0	0	Ottawa - Gatineau
08 : Skilled Sales and Service Personnel		1	0	0.0 %	8.5 %	0	0	
6221 : Technical sales specialists - wholesale trade	Québec	1	0	0.0 %	8.5 %	0	0	Québec
09 : Skilled Crafts and Trades Workers		1	0	0.0 %	13.7 %	0	0	
7246 : Telecommunications installation and repair workers	Québec	1	0	0.0 %	13.7 %	0	0	Québec



Workplace Equity Information Management System - Airbus DS Communications Corp

Workforce Analysis - Detailed Report

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Members of Visible Minorities

Employment Equity Occupational Group	Internal Location	All Employees #	Members of Visible Minorities Representation		Availability		Gap #	Recruitment Area
			#	%	%	#		
10 : Clerical Personnel		4	1	25.0 %	14.7 %	1	0	
Employment Equity Occupational Group	Ottawa - Gatineau	4	1	25.0 %	14.7 %	1	0	Ottawa - Gatineau
12 : Semi-Skilled Manual Workers		5	0	0.0 %	19.9 %	1	-1	
Employment Equity Occupational Group	Ottawa - Gatineau	5	0	0.0 %	19.9 %	1	-1	Ottawa - Gatineau
Total		128	17	13.3 %	27.7 %	35	-18	

Total may not equal sum of components due to rounding.

Sources: 2011 National Household Survey and employer's internal data



Workplace Equity Information Management System - Airbus DS Communications Corp

Workforce Analysis - Detailed Report

Date: 2017-06-12

Persons with Disabilities

Employment Equity Occupational Group	Internal Location	All Employees #	Persons with Disabilities				Gap #	Recruitment Area
			Representation #	%	Availability %	#		
01/02 : Managers	National	27	0	0.0 %	4.3 %	1	-1	National
03 : Professionals	National	73	4	5.5 %	3.8 %	3	1	National
04 : Semi-Professionals and Technicians	National	15	0	0.0 %	4.6 %	1	-1	National
05 : Supervisors	National	1	0	0.0 %	13.9 %	0	0	National
07 : Administrative and Senior Clerical Personnel	National	1	0	0.0 %	3.4 %	0	0	National
08 : Skilled Sales and Service Personnel	National	1	0	0.0 %	3.5 %	0	0	National
09 : Skilled Crafts and Trades Workers	National	1	0	0.0 %	3.8 %	0	0	National
10 : Clerical Personnel	National	4	0	0.0 %	7.0 %	0	0	National
12 : Semi-Skilled Manual Workers	National	5	0	0.0 %	4.8 %	0	0	National
Total		128	4	3.1 %	4.2 %	5	-1	

Total may not equal sum of components due to rounding.

Sources: 2012 Canadian Survey on Disability and employer's internal data



Workforce Analysis - Detailed Report

Date: 2017-06-12

WFA Defaults - Women, Aboriginal Peoples and Visible Minorities

Employment Equity Occupational Group	Perform Analysis By	Recruitment Area
01 : Senior Managers	EEOG	National
02 : Middle and Other Managers	EEOG	National
03 : Professionals	NOC	National
04 : Semi-Professionals and Technicians	NOC	Provincial
05 : Supervisors	EEOG	CMA
07 : Administrative and Senior Clerical Personnel	EEOG	CMA
08 : Skilled Sales and Service Personnel	NOC	Provincial
09 : Skilled Crafts and Trades Workers	NOC	Provincial
10 : Clerical Personnel	EEOG	CMA
12 : Semi-Skilled Manual Workers	EEOG	CMA



Workforce Analysis - Detailed Report

Date: 2017-06-12

WFA Defaults - Persons with Disabilities

Employment Equity Occupational Group	Perform Analysis By	Recruitment Area
01/02 : Managers	EEOG	National
03 : Professionals	EEOG	National
04 : Semi-Professionals and Technicians	EEOG	National
05 : Supervisors	EEOG	National
07 : Administrative and Senior Clerical Personnel	EEOG	National
08 : Skilled Sales and Service Personnel	EEOG	National
09 : Skilled Crafts and Trades Workers	EEOG	National
10 : Clerical Personnel	EEOG	National
12 : Semi-Skilled Manual Workers	EEOG	National



Workplace Equity Information Management System - Airbus DS Communications Corp

Workforce Analysis - Summary Report

Date: 2017-06-12

Women

Employment Equity Occupational Group	All Employees #	Representation		Women Availability		Gap #
		#	%	%	#	
01 : Senior Managers	6	0	0.0 %	27.4 %	2	-2
02 : Middle and Other Managers	21	3	14.3 %	38.9 %	8	-5
03 : Professionals	73	9	12.3 %	22.2 %	16	-7
04 : Semi-Professionals and Technicians	15	3	20.0 %	19.4 %	3	0
05 : Supervisors	1	0	0.0 %	50.7 %	1	-1
07 : Administrative and Senior Clerical Personnel	1	1	100.0 %	77.2 %	1	0
08 : Skilled Sales and Service Personnel	1	0	0.0 %	29.1 %	0	0
09 : Skilled Crafts and Trades Workers	1	1	100.0 %	7.8 %	0	1
10 : Clerical Personnel	4	3	75.0 %	65.8 %	3	0
12 : Semi-Skilled Manual Workers	5	3	60.0 %	14.6 %	1	2
Total	128	23	18.0 %	26.5 %	35	-12

Total may not equal sum of components due to rounding.



Workplace Equity Information Management System - Airbus DS Communications Corp

Workforce Analysis - Summary Report

Date: 2017-06-12

Aboriginal Peoples

Employment Equity Occupational Group	Aboriginal Peoples					
	All Employees #	Representation		Availability		Gap #
		#	%	%	#	
01 : Senior Managers	6	0	0.0 %	2.9 %	0	0
02 : Middle and Other Managers	21	4	19.0 %	2.2 %	0	4
03 : Professionals	73	1	1.4 %	0.8 %	1	0
04 : Semi-Professionals and Technicians	15	1	6.7 %	1.0 %	0	1
05 : Supervisors	1	0	0.0 %	2.7 %	0	0
07 : Administrative and Senior Clerical Personnel	1	0	0.0 %	3.2 %	0	0
08 : Skilled Sales and Service Personnel	1	0	0.0 %	1.0 %	0	0
09 : Skilled Crafts and Trades Workers	1	0	0.0 %	1.0 %	0	0
10 : Clerical Personnel	4	0	0.0 %	2.8 %	0	0
12 : Semi-Skilled Manual Workers	5	0	0.0 %	3.3 %	0	0
Total	128	6	4.7 %	1.3 %	1	5

Total may not equal sum of components due to rounding.



Workplace Equity Information Management System - Airbus DS Communications Corp

Workforce Analysis - Summary Report

Date: 2017-06-12

Members of Visible Minorities

Employment Equity Occupational Group	Members of Visible Minorities					
	All Employees	Representation		Availability		Gap
	#	#	%	%	#	#
01 : Senior Managers	6	0	0.0 %	10.1 %	1	-1
02 : Middle and Other Managers	21	0	0.0 %	15.0 %	3	-3
03 : Professionals	73	16	21.9 %	37.2 %	27	-11
04 : Semi-Professionals and Technicians	15	0	0.0 %	16.4 %	2	-2
05 : Supervisors	1	0	0.0 %	14.7 %	0	0
07 : Administrative and Senior Clerical Personnel	1	0	0.0 %	12.2 %	0	0
08 : Skilled Sales and Service Personnel	1	0	0.0 %	8.5 %	0	0
09 : Skilled Crafts and Trades Workers	1	0	0.0 %	13.7 %	0	0
10 : Clerical Personnel	4	1	25.0 %	14.7 %	1	0
12 : Semi-Skilled Manual Workers	5	0	0.0 %	19.9 %	1	-1
Total	128	17	13.3 %	27.7 %	35	-18

Total may not equal sum of components due to rounding.



Workplace Equity Information Management System - Airbus DS Communications Corp

Workforce Analysis - Summary Report

Date: 2017-06-12

Persons with Disabilities

Employment Equity Occupational Group	All Employees #	Persons with Disabilities				Gap #
		Representation		Availability		
		#	%	%	#	
01/02 : Managers	27	0	0.0 %	4.3 %	1	-1
03 : Professionals	73	4	5.5 %	3.8 %	3	1
04 : Semi-Professionals and Technicians	15	0	0.0 %	4.6 %	1	-1
05 : Supervisors	1	0	0.0 %	13.9 %	0	0
07 : Administrative and Senior Clerical Personnel	1	0	0.0 %	3.4 %	0	0
08 : Skilled Sales and Service Personnel	1	0	0.0 %	3.5 %	0	0
09 : Skilled Crafts and Trades Workers	1	0	0.0 %	3.8 %	0	0
10 : Clerical Personnel	4	0	0.0 %	7.0 %	0	0
12 : Semi-Skilled Manual Workers	5	0	0.0 %	4.8 %	0	0
Total	128	4	3.1 %	4.2 %	5	-1

Total may not equal sum of components due to rounding.



Workforce Analysis - Summary Report

Date: 2017-06-12

WFA Defaults - Women, Aboriginal Peoples and Visible Minorities

Employment Equity Occupational Group	Perform Analysis By	Recruitment Area
01 : Senior Managers	EEOG	National
02 : Middle and Other Managers	EEOG	National
03 : Professionals	NOC	National
04 : Semi-Professionals and Technicians	NOC	Provincial
05 : Supervisors	EEOG	CMA
07 : Administrative and Senior Clerical Personnel	EEOG	CMA
08 : Skilled Sales and Service Personnel	NOC	Provincial
09 : Skilled Crafts and Trades Workers	NOC	Provincial
10 : Clerical Personnel	EEOG	CMA
12 : Semi-Skilled Manual Workers	EEOG	CMA



Workforce Analysis - Summary Report

Date: 2017-06-12

WFA Defaults - Persons with Disabilities

Employment Equity Occupational Group	Perform Analysis By	Recruitment Area
01/02 : Managers	EEOG	National
03 : Professionals	EEOG	National
04 : Semi-Professionals and Technicians	EEOG	National
05 : Supervisors	EEOG	National
07 : Administrative and Senior Clerical Personnel	EEOG	National
08 : Skilled Sales and Service Personnel	EEOG	National
09 : Skilled Crafts and Trades Workers	EEOG	National
10 : Clerical Personnel	EEOG	National
12 : Semi-Skilled Manual Workers	EEOG	National

Summary of Goals
Airbus DS Communications Corp.
September 28, 2017

Women

Workforce Analysis Results			Goals		Comments
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term (1 to 3 years)	Long-term (3 years or more)	
#	Description	#	# or %	# or %	
01	Senior Managers	-2	1	1	
02	Middle and Other Managers	-5	1	4	
03	Professionals	-7	3	4	
05	Supervisors	-1	0	1	Only one employee in this group.

Aboriginal Peoples

No gaps in representation were identified.

Persons with Disabilities

Workforce Analysis Results			Goals		Comments
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term (1 to 3 years)	Long-term (3 years or more)	
#	Description	#	# or %	# or %	
01/02	Managers	-1	0	1	Management positions are challenging to find the right fit and skill set required, and the number of employees in these positions is not expected to change, so see this being a longer-term goal.
04	Semi-Professionals and Technicians	-1	1	0	

Members of Visible Minorities

Workforce Analysis Results			Goals		Comments
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term (1 to 3 years)	Long-term (3 years or more)	
#	Description	#	# or %	# or %	
01	Senior Managers	-1	0	1	Senior management positions are challenging to find the right fit and skill set required, and the number of employees in these positions is not expected to change, so see this being a longer-term goal.
02	Middle and Other Managers	-3	1	2	
03	Professionals	-11	4	7	
04	Semi-Professionals and Technicians	-2	1	1	
12	Semi-Skilled Manual Workers	-1	1	0	

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Employment Equity 2017

Default Section

* A. Mandatory information required by all Airbus DS Communications Employees

Name: (First Name Last Name)

Department:

Position:

Employee Number:
(located on the lower right corner of your pay slip following the words MEHU)

Employment Status
(regular full-time / regular part-time / temporary employee):

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Employment Equity 2017

VOLUNTARY SELF-IDENTIFICATION QUESTIONS

THE FOLLOWING SELF-IDENTIFICATION SECTION IS VOLUNTARY.

The responses that you provide on this form will be retained for statistical purposes only; your confidentiality is protected. We encourage you to review, update and correct information about yourself at any time. Your information will not be used for unauthorized purposes.

Note that you can self-identify in more than one designated group.

YOU WILL NOW BE REDIRECTED TO THE SELF IDENTIFICATION SURVEY

- I wish to complete the self-identification survey
- I do not wish to complete the self-identification survey

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Employment Equity 2017

B. Do you self- identify as a woman?

Yes

No

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Employment Equity 2017

After reading the descriptions in each of the next three sections, answer “Yes” if any of the following apply to you. Please note that you may self-identify in more than one group.

C. ABORIGINAL PEOPLES

According to the Employment Equity Act, an Aboriginal person is a person who is Indian, Inuit or Métis.

Are you an Aboriginal person?

Yes

No

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Employment Equity 2017

D. VISIBLE MINORITIES

According to the Employment Equity Act, members of a visible minority are people in Canada (other than Aboriginal peoples) who are non-white in colour or non-Caucasian in race, regardless of their place of birth or citizenship.

Examples of visible minorities include, but are not limited to:

- Black
- Non-white Latin American (including Indigenous people from Central and South America)
- East Asian (e.g., Chinese, Japanese, Korean)
- South Asian/East Indian (e.g., Indian, Pakistani, Bangladeshi, or East Indian from Guyana, Trinidad or East Africa)
- Southeast Asian (e.g., Burmese, Cambodian, Filipino, Laotian, Thai, Vietnamese)
- Non-white West Asian, North African or Arab (e.g., Iranian, Lebanese, Egyptian, Libyan)
- People of mixed origin (e.g., with one parent in one of the visible minority groups listed above).

Are you a member of a visible minority?

Yes

No

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Employment Equity 2017

E. PERSONS WITH DISABILITIES

According to the Employment Equity Act, persons with disabilities are persons who have a long-term or recurring physical, mental, sensory, psychiatric or learning impairment and who consider themselves to be at a disadvantage in the workforce by reason of that impairment, or who believe that an employer or potential employer is likely to consider them to be at a disadvantage because of that impairment. This includes people whose functional limitations due to their impairment have been accommodated in their current jobs or workplaces (e.g., by the use of technical aids, changes to equipment or other working arrangements).

Examples of disabilities include, but are not limited to:

- Coordination or dexterity impairment
(e.g., difficulty using hands or arms, such as grasping objects or using a keyboard)

- Mobility impairment
(e.g., difficulty moving from one office to another, walking long distances or using stairs)

- Blindness or visual impairment
(e.g., unable to see or difficulty seeing, glaucoma; however, do not include yourself if you can see well with glasses or contact lenses)

- Speech impairment
(unable to speak or difficulty speaking and being understood)

- Deafness or hearing impairment
(unable to hear or difficulty hearing)

- Other disabilities
(e.g., learning, developmental and other types of disabilities)

Are you a person with a disability?

Yes

No

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Employment Equity 2017

F. ADDITIONAL DATA FOR ACCOMMODATION PURPOSES

Please specify how we can accommodate you to help you participate fully in the workplace. Note that if we implement these accommodation measures, they will not have a negative impact on your hiring, training, promotion and retention in our organization.

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G. EMPLOYEE COMMENTS

If you have any comments/feedback on our employment equity program, we would like to hear from you. Rest assured, all comments will be kept confidential. Please contact Ghislaine Grenier by phone 819.931.2071 or e-mail ghislaine.grenier@airbus-dscomm.com.

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Employment Equity 2017

THANK YOU FOR YOUR PARTICIPATION!

From: Ghislaine Grenier <Ghislaine.Grenier@airbus-dscomm.com>
Sent: September 28, 2017 2:46 PM
To: Normandin, Ward W [NC] <ward.normandin@labour-travail.gc.ca>; EE-EME <ee-eme@hrsdc-rhdcc.gc.ca>
Cc: Melissa Lanigan <Melissa.Lanigan@mccconnellhrc.com>; Becky Amantea <Becky.Amantea@airbus-dscomm.com>; Paula Pileggi <Paula.Pileggi@airbus-dscomm.com>
Subject: Employment Equity - Airbus DS Communications

Good afternoon,

Please see the documents attached as Airbus DS Communications Corp.'s Employment Equity submission under the Federal Contractors Program. These documents include:

- Employment Equity Questionnaire
- Workforce Analysis Reports (Detailed and Summary)
- Summary of Goals

With regards to the workforce survey results, here are the details required:

- Number of surveys issued: 129
- Number of incomplete surveys returned/received back: 23
- Number of complete surveys returned/received back: 105

Labour Program (ESDC) officers have been granted access to view the workforce analysis results.

Please let us know if you require any additional information or have any questions.

Ghislaine Grenier
Manager, Human Resources
Gestionnaire des Ressources Humaines

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From: Normandin, Ward W [NC]
Sent: November 23, 2017 12:17 PM
To: Paula Pileggi <Paula.Pileggi@airbus-dscomm.com>
Cc: 'Ghislaine Grenier' <Ghislaine.Grenier@airbus-dscomm.com>; Melissa Lanigan <Melissa.Lanigan@mccconnellhrc.com>; Becky Amantea <Becky.Amantea@airbus-dscomm.com>
Subject: Subject: Government of Canada Agreement 050672 – Notification of Compliance with the Federal Contractors Program

Ms. Paula Pileggi,

This email is to confirm that the compliance assessment initiated on June 1st, 2017 has been completed. As a result of the assessment, Airbus DS Communications Corp has been found to be in compliance with the requirements of the Federal Contractors Program (FCP) under the Employment Equity Act.

The purpose of this initial assessment was to verify that your organization has taken steps to achieve employment equity by surveying its workforce, conducting a workforce analysis and setting hiring and promotion goals where gaps in the representation of the designated groups were identified.

Based on a review of the information submitted by your organization, you will find recommendations below for your consideration to ensure the ongoing success of Airbus DS Communications Corp's employment equity program:

- It is advisable to inform employees that the workforce survey can be made available in alternate format (e.g., paper or large font).

Attached for your reference is a summary of Airbus DS Communications Corp's employment equity results compared against Employment Equity Occupational Group levels in your industry as well as overall Canadian labour market availability.

Next Steps

Under the terms of the FCP, your organization will be subject to a subsequent compliance assessment four years after the award date of your initial goods or services contract and every three years thereafter. Future compliance assessments will focus on the achievement of reasonable progress in meeting the goals established in your organization's initial or updated employment equity submission.

When Airbus DS Communications Corp is notified of a follow-up assessment, the following information will be required:

1. a completed Achievement Table;
2. a current workforce analysis; and
3. revised goals for any remaining gaps in representation.

These documents will allow the Labour Program to assess whether or not reasonable progress has been made since the first assessment. If reasonable progress has not been made, Airbus DS Communications Corp will be required to demonstrate that it has made reasonable efforts to achieve its goals. We encourage your organization to develop an action plan to ensure that goals will be met.

The FCP does not prescribe measures to be undertaken. Each federal contractor is encouraged to implement employment equity in ways that are meaningful and relevant to their organization. Evidence of reasonable efforts could include:

- the implementation of initiatives to foster a diverse and inclusive workplace;
- measures to remove employment barriers;

- tailored programs to attract and retain designated group members in areas where they are under-represented; and
- the establishment of accountability mechanisms supported by senior management to ensure that goals are met.

You may also visit our website to access a number of tools. In particular, we encourage your organization to continue using the [Workplace Equity Information Management System](#) (WEIMS). WEIMS can assist you in generating your workforce analysis and contains other data analysis tools, including the Achievement Table, as well as a series of training modules.

Should you require any further information regarding your organization's obligations under the FCP, please contact Ward Normandin at ward.normandin@labour-travail.gc.ca.

Your cooperation during the course of this compliance assessment was appreciated and we wish Airbus DS Communications Corp continued success in achieving a diverse and inclusive workplace.

Équipe de l'équité en emploi / Workplace Equity Team

Direction de l'équité en milieu de travail, Programme du travail
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