



Labour Program  
Federal Contractors Program

OFFICIAL USE ONLY
Agreement N°:

s.19(1)

s.24(1)

## Agreement to Implement Employment Equity

(All sections must be completed)

- New Agreement  
 Revised Agreement

ORGANIZATION	
Legal Name of Organization InnoTech Alberta Inc.	Parent company is located outside Canada <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Operating Name (if different from Legal Name of Organization)	Business Number [REDACTED]
Organization's North American Industry Classification System (NAICS) Code Number To find your organization's four-digit NAICS code please visit: <a href="http://www.statcan.gc.ca/subjects-sujets/standard-norme/naics-sciar/2007/list-liste-eng.htm">http://www.statcan.gc.ca/subjects-sujets/standard-norme/naics-sciar/2007/list-liste-eng.htm</a>	Total number of employees in Canada (Permanent Full-Time and/or Part-Time) 350 <input type="checkbox"/> Federally Regulated <input checked="" type="checkbox"/> Provincially Regulated

HEAD OFFICE			
Address (building number, street, suite, etc.) 250 Karl Clark Road NW	City Edmonton	Province AB	Postal Code T6N 1E4
Telephone Number 780-450-5538			

EMPLOYMENT EQUITY CONTACT			
Name (print) Julius Pretorius	Title Functional Manager, Analysis & Testing Services		
Telephone Number 780-450-5263	E-mail Address julius.pretorius@innotechalberta.ca	Preferred Language of Correspondence <input checked="" type="checkbox"/> English <input type="checkbox"/> French	

CERTIFICATION
The above-named organization:
<ul style="list-style-type: none"> <li>having a combined workforce of 100 or more permanent full-time and permanent part-time employees in Canada, AND</li> <li>intending to bid on, or being in receipt of, a federal government goods or services contract, standing offer or contract issued under a Supply Arrangement, valued at \$1,000,000 or more (including applicable taxes)</li> </ul>
hereby certifies its commitment to implement or maintain employment equity on an on-going basis, beyond the period of the procurement instrument, in keeping with the Federal Contractors Program requirements. For more information on how to implement employment equity please refer to: <a href="http://www.esdc.gc.ca/eng/labour/equality/fcp/index.shtml">http://www.esdc.gc.ca/eng/labour/equality/fcp/index.shtml</a> :
<b>Important note:</b> If an audit of the Agreement to Implement Employment Equity uncovers misrepresentation on the part of the organization, the procurement instrument(s) with the Government of Canada may be terminated.

SIGNATORY			
<b>NOTE:</b> The signatory must be the Chief Executive Officer OR an authorized person in an executive position with legal authority to sign a contract on behalf of the organization.			
Name (print) Ross Chow	Title Managing Director		
Telephone Number 780-450-5078	E-mail Address ross.chow@innotechalberta.ca	Preferred Language of Correspondence <input checked="" type="checkbox"/> English <input type="checkbox"/> French	
Sig [REDACTED]	Date (YYYY-MM-DD) 2017-06-27		

Privacy Notice:
The information you provide on this form is collected under the authority of section 42 of the <i>Employment Equity Act</i> to determine your eligibility for the Federal Contractors Program (FCP).
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, loss of the right to bid on federal government goods or services contracts of any value and may also result in the termination of the contract.
The information you provide may be used and/or disclosed for policy analysis, research and/or evaluation purposes. However, these additional uses and/or disclosures of your personal information will never result in an administrative decision being made about you.
Your personal information is administered in accordance with the <i>Privacy Act</i> and other applicable laws. You have the right to the protection of, and access to, your personal information, which is described in Personal Information Bank ESDC PPU 721. Instructions for obtaining this information are outlined in the government publication entitled <i>Info Source</i> , which is available at the following website address: <a href="http://www.infosource.gc.ca">http://www.infosource.gc.ca</a> . <i>Info Source</i> may also be accessed online at any Service Canada Centre.

RETURN INSTRUCTIONS
<b>IMPORTANT</b>
<ul style="list-style-type: none"> <li>The signed Agreement to Implement Employment Equity form must be sent to the Labour Program by e-mail at: <a href="mailto:ee-eme@hrsdcc-rhdcc.gc.ca">ee-eme@hrsdcc-rhdcc.gc.ca</a>.</li> </ul>



# Federal Contractors Program

Contractors who are awarded an initial goods or services contract, a standing offer agreement, or a supply agreement valued at \$1M or more (including applicable taxes) are required to implement employment equity, and if representation gaps exist, to make all reasonable efforts within the context of their specific organizational environment and structural needs to close the gaps. This obligation is on-going and not only subject to the period of a specific contract.

Contractors are required to conduct, develop and maintain:

- a. A survey of their workforce on the representation of the four designated groups using a self-identification questionnaire;
- b. A workforce analysis (WFA) that compares representation with requisite labour market availability by occupational groups; and
- c. Short-term and long-term numeric goals on closing gaps that have been identified where under-representation exists.

Contractors are required to submit to the Labour Program of Employment and Social Development Canada(ESDC):

- a. One year after the award of an initial goods or services contract, a standing offer agreement, or a supply agreement valued at \$1M or more (including applicable taxes):
  - Self-identification questionnaire used to collect workforce information;
  - Initial WFA; and
  - Annual short-term numeric goals for a period of three years and long-term numeric goals where under-representation exists on closing gaps that have been identified.
- b. Four years after the award of an initial goods or services contract, a standing offer agreement, or a supply agreement valued at \$1M or more (including applicable taxes) and every three years thereafter:
  - Updated WFA;
  - Updated annual short-term numeric goals for a period of three years and long-term numeric goals where under-representation exists on closing gaps that have been identified; and
  - Completed Achievement Table.

ESDC-Labour will assess contractors on a risk-based basis, one year and four years after the award of an initial goods or services contract, a standing offer agreement, or a supply agreement valued at \$1M or more (including applicable taxes) and every three years thereafter. Assessments are based on the achievement of representation results and measured against the requirements set out for the Federal Contractors Program (FCP).

Contractors found to be in non-compliance will be ineligible for future goods or services contracts, standing offer agreements, or supply agreements of any value with the federal government. In addition, contractors will be placed on a public list of non-compliant contractors. A finding of non-compliance may result in the termination of the contract.

For information on the detailed requirements as well as the framework and standards for assessment of results, please refer to the website: <http://www.esdc.gc.ca/eng/labour/equality/fcp/index.shtml>.

# Questions and Answers

## Subsidiary vs. Division/Branch

**Q1 Does the Agreement to Implement Employment Equity (Agreement) apply to the whole organization or only to the part carrying out the contract?**

A1 The signed Agreement applies to the whole organization named in the Agreement and its entire Canadian workforce including all of its components (divisions, branches, etc.), with the exception of subsidiary corporations.

**Division:** A division is part of the primary business, not separate, and the primary business is legally responsible for the obligations and debts of the division.

**Branch:** A branch is an office that is not located at/with the company's corporate headquarters but is part of the organization.

**Subsidiary:** A subsidiary is owned or controlled by another entity (a parent company), but it is a separate legal entity.

**Q2 If an organization that is not subject to the Federal Contractors Program (FCP) is taken over by (or merged with) an organization that is subject to the Program, does it become subject to the FCP as well?**

A2 An organization is subject to the FCP if it becomes part of the acquiring company. However, if the organization remains a subsidiary and still operates as a separate legal entity from the acquiring company, it does not become subject to the FCP.

For the purpose of the FCP, subsidiaries require a separate Agreement (and Agreement number) because they are separate legal entities. Divisions are part of an organization and are included as part of the whole organization.

**Q3 When should a new Agreement be completed and signed?**

A3 A new Agreement should be completed if the organization has undergone a change in its legal name.

## Employment Status

**Q1 Who is considered to be a permanent full-time employee under the FCP?**

A1 A permanent full-time employee is employed for an indeterminate period of time to work the standard number of hours on a regular basis as determined by the employer, depending on the occupational group to which the person belongs. The standard number of hours cannot be less than the usual number of hours worked by full-time employees in the same occupational group.

**Q2 Who is considered to be a permanent part-time employee under the FCP?**

A2 A permanent part-time employee is employed for an indeterminate period of time to work fewer than the standard number of hours on a regular basis as determined by the employer, depending on the occupational group to which the person belongs.

Generally, what is standard or usual for a group of employees is considered full-time; anything less is considered part-time. For example, in a case where the standard, usual way of working for the company is to work eight (8) hours per day for three (3) days per week, employees who fit this work pattern would be considered full-time, and employees who do not would be considered part-time.

**Q3 How are students counted under the FCP?**

A3 Students employed during a school break, and who are returning to school, are not counted as employees for employment equity purposes.

Co-operative education (Co-op) students working during the summer period are not considered to be on a school break since this work experience forms part of their education. In addition, students working on a permanent part-time basis throughout the year are counted provided they worked 12 weeks or more.

**Q4 How are other employees counted under the FCP?**

A4 Other employees are those who are on unpaid leave (often temporary lay-off or long-term leave) but who otherwise fulfil the definitions of permanent full-time or permanent part-time employees and maintain the right to return to work.

Workplace Equity Information Management System - Alberta Innovates

Workforce Analysis - Detailed Report

Date: 2018-07-23

Women

Employment Equity Occupational Group	Internal Location	All Employees #	Representation		Women Availability		Gap #	Recruitment Area
			#	%	%	#		
<b>01 : Senior Managers</b>	National	8	3	37.5 %	27.4 %	2	1	National
<b>02 : Middle and Other Managers</b>	National	77	34	44.2 %	38.9 %	30	4	National
<b>03 : Professionals</b>		183	70	38.3 %	37.9 %	69	1	
1112 : Financial and investment analysts	National	15	9	60.0 %	50.1 %	8	1	National
1121 : Human resources professionals	National	4	3	75.0 %	71.1 %	3	0	National
1122 : Professional occupations in business management consulting	National	5	3	60.0 %	42.0 %	2	1	National
1123 : Professional occupations in advertising, marketing and public relations	National	8	4	50.0 %	66.4 %	5	-1	National
2111 : Physicists and astronomers	National	1	0	0.0 %	16.0 %	0	0	National
2112 : Chemists	National	10	3	30.0 %	40.6 %	4	-1	National
2113 : Geoscientists and oceanographers	National	6	2	33.3 %	22.4 %	1	1	National
2115 : Other professional occupations in physical sciences	National	1	1	100.0 %	16.8 %	0	1	National
2121 : Biologists and related scientists	National	27	14	51.9 %	50.9 %	14	0	National
2123 : Agricultural representatives, consultants and specialists	National	7	3	42.9 %	34.0 %	2	1	National
2131 : Civil engineers	National	3	2	66.7 %	15.3 %	0	2	National
2132 : Mechanical engineers	National	6	0	0.0 %	9.0 %	1	-1	National
2133 : Electrical and electronics engineers	National	5	0	0.0 %	11.3 %	1	-1	National
2134 : Chemical engineers	National	19	3	15.8 %	24.5 %	5	-2	National
2142 : Metallurgical and materials engineers	National	7	2	28.6 %	14.6 %	1	1	National
2143 : Mining engineers	National	2	0	0.0 %	12.1 %	0	0	National
2144 : Geological engineers	National	2	1	50.0 %	15.9 %	0	1	National
2145 : Petroleum engineers	National	6	3	50.0 %	14.9 %	1	2	National
2148 : Other professional engineers, n.e.c.	National	2	1	50.0 %	15.8 %	0	1	National
2161 : Mathematicians, statisticians and actuaries	National	1	0	0.0 %	46.7 %	0	0	National
2171 : Information systems analysts and consultants	National	11	4	36.4 %	28.3 %	3	1	National

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Women

Employment Equity Occupational Group	Internal Location	All Employees #	Representation		Women Availability		Gap #	Recruitment Area
			#	%	%	#		
2174 : Computer programmers and interactive media developers	National	6	1	16.7 %	17.9 %	1	0	National
3012 : Registered nurses and registered psychiatric nurses	National	2	2	100.0 %	92.9 %	2	0	National
4112 : Lawyers and Quebec notaries	National	1	0	0.0 %	42.5 %	0	0	National
4163 : Business development officers and marketing researchers and consultants	National	24	7	29.2 %	50.7 %	12	-5	National
4165 : Health policy researchers, consultants and program officers	National	1	1	100.0 %	73.5 %	1	0	National
5111 : Librarians	National	1	1	100.0 %	83.1 %	1	0	National
<b>04 : Semi-Professionals and Technicians</b>		154	70	45.5 %	41.9 %	65	5	
2211 : Chemical technologists and technicians	Alberta	80	45	56.3 %	45.9 %	37	8	Alberta
2211 : Chemical technologists and technicians	British Columbia	1	0	0.0 %	43.6 %	0	0	British Columbia
2221 : Biological technologists and technicians	Alberta	36	18	50.0 %	52.8 %	19	-1	Alberta
2223 : Forestry technologists and technicians	Alberta	14	3	21.4 %	15.9 %	2	1	Alberta
2232 : Mechanical engineering technologists and technicians	Alberta	6	1	16.7 %	11.6 %	1	0	Alberta
2233 : Industrial engineering and manufacturing technologists and technicians	Alberta	4	0	0.0 %	21.9 %	1	-1	Alberta
2243 : Industrial instrument technicians and mechanics	Alberta	7	1	14.3 %	3.1 %	0	1	Alberta
2263 : Inspectors in public and environmental health and occupational health and safety	Alberta	2	0	0.0 %	31.9 %	1	-1	Alberta
5211 : Library and public archive technicians	Alberta	3	1	33.3 %	93.5 %	3	-2	Alberta
5242 : Interior designers and interior decorators	Alberta	1	1	100.0 %	86.4 %	1	0	Alberta
<b>05 : Supervisors</b>		3	3	100.0 %	56.2 %	2	1	
Employment Equity Occupational Group	Edmonton	3	3	100.0 %	56.2 %	2	1	Edmonton
<b>07 : Administrative and Senior Clerical Personnel</b>		78	68	87.2 %	84.8 %	66	2	
Employment Equity Occupational Group	Alta. less CMAs	8	7	87.5 %	89.0 %	7	0	Alta. less CMAs
Employment Equity Occupational Group	Calgary	5	5	100.0 %	80.5 %	4	1	Calgary
Employment Equity Occupational Group	Edmonton	65	56	86.2 %	84.6 %	55	1	Edmonton
<b>09 : Skilled Crafts and Trades Workers</b>		2	0	0.0 %	3.7 %	0	0	



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Women

Employment Equity Occupational Group	Internal Location	All Employees #	Representation		Women Availability		Gap #	Recruitment Area
			#	%	%	#		
7237 : Welders and related machine operators	Alberta	2	0	0.0 %	3.7 %	0	0	Alberta
<b>10 : Clerical Personnel</b>		22	17	77.3 %	70.8 %	16	1	
<b>Employment Equity Occupational Group</b>	Alta. less CMAs	2	1	50.0 %	76.3 %	2	-1	Alta. less CMAs
<b>Employment Equity Occupational Group</b>	Calgary	3	3	100.0 %	70.2 %	2	1	Calgary
<b>Employment Equity Occupational Group</b>	Edmonton	17	13	76.5 %	70.3 %	12	1	Edmonton
<b>12 : Semi-Skilled Manual Workers</b>		1	0	0.0 %	16.3 %	0	0	
<b>Employment Equity Occupational Group</b>	Alta. less CMAs	1	0	0.0 %	16.3 %	0	0	Alta. less CMAs
<b>Total</b>		528	265	50.2 %	47.3 %	250	15	

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 - Alberta Innovates

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Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples					Recruitment Area
			Representation		Availability		Gap #	
			#	%	%	#		
<b>01 : Senior Managers</b>	National	8	1	12.5 %	2.9 %	0	1	National
<b>02 : Middle and Other Managers</b>	National	77	0	0.0 %	2.2 %	2	-2	National
<b>03 : Professionals</b>		183	0	0.0 %	1.4 %	3	-3	
1112 : Financial and investment analysts	National	15	0	0.0 %	0.9 %	0	0	National
1121 : Human resources professionals	National	4	0	0.0 %	2.7 %	0	0	National
1122 : Professional occupations in business management consulting	National	5	0	0.0 %	1.6 %	0	0	National
1123 : Professional occupations in advertising, marketing and public relations	National	8	0	0.0 %	2.1 %	0	0	National
2111 : Physicists and astronomers	National	1	0	0.0 %	0.0 %	0	0	National
2112 : Chemists	National	10	0	0.0 %	0.6 %	0	0	National
2113 : Geoscientists and oceanographers	National	6	0	0.0 %	1.4 %	0	0	National
2115 : Other professional occupations in physical sciences	National	1	0	0.0 %	0.7 %	0	0	National
2121 : Biologists and related scientists	National	27	0	0.0 %	1.7 %	0	0	National
2123 : Agricultural representatives, consultants and specialists	National	7	0	0.0 %	1.2 %	0	0	National
2131 : Civil engineers	National	3	0	0.0 %	1.0 %	0	0	National
2132 : Mechanical engineers	National	6	0	0.0 %	0.7 %	0	0	National
2133 : Electrical and electronics engineers	National	5	0	0.0 %	0.7 %	0	0	National
2134 : Chemical engineers	National	19	0	0.0 %	0.6 %	0	0	National
2142 : Metallurgical and materials engineers	National	7	0	0.0 %	3.3 %	0	0	National
2143 : Mining engineers	National	2	0	0.0 %	1.6 %	0	0	National
2144 : Geological engineers	National	2	0	0.0 %	0.8 %	0	0	National
2145 : Petroleum engineers	National	6	0	0.0 %	1.0 %	0	0	National
2148 : Other professional engineers, n.e.c.	National	2	0	0.0 %	1.0 %	0	0	National
2161 : Mathematicians, statisticians and actuaries	National	1	0	0.0 %	1.0 %	0	0	National
2171 : Information systems analysts and consultants	National	11	0	0.0 %	1.1 %	0	0	National



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Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples					Recruitment Area
			Representation		Availability		Gap #	
			#	%	%	#		
2174 : Computer programmers and interactive media developers	National	6	0	0.0 %	1.0 %	0	0	National
3012 : Registered nurses and registered psychiatric nurses	National	2	0	0.0 %	2.3 %	0	0	National
4112 : Lawyers and Quebec notaries	National	1	0	0.0 %	1.6 %	0	0	National
4163 : Business development officers and marketing researchers and consultants	National	24	0	0.0 %	2.0 %	0	0	National
4165 : Health policy researchers, consultants and program officers	National	1	0	0.0 %	4.4 %	0	0	National
5111 : Librarians	National	1	0	0.0 %	2.0 %	0	0	National
<b>04 : Semi-Professionals and Technicians</b>		154	4	2.6 %	2.9 %	4	0	
2211 : Chemical technologists and technicians	Alberta	80	2	2.5 %	2.8 %	2	0	Alberta
2211 : Chemical technologists and technicians	British Columbia	1	0	0.0 %	3.0 %	0	0	British Columbia
2221 : Biological technologists and technicians	Alberta	36	1	2.8 %	1.3 %	0	1	Alberta
2223 : Forestry technologists and technicians	Alberta	14	0	0.0 %	6.2 %	1	-1	Alberta
2232 : Mechanical engineering technologists and technicians	Alberta	6	1	16.7 %	3.5 %	0	1	Alberta
2233 : Industrial engineering and manufacturing technologists and technicians	Alberta	4	0	0.0 %	4.4 %	0	0	Alberta
2243 : Industrial instrument technicians and mechanics	Alberta	7	0	0.0 %	3.8 %	0	0	Alberta
2263 : Inspectors in public and environmental health and occupational health and safety	Alberta	2	0	0.0 %	4.2 %	0	0	Alberta
5211 : Library and public archive technicians	Alberta	3	0	0.0 %	2.4 %	0	0	Alberta
5242 : Interior designers and interior decorators	Alberta	1	0	0.0 %	2.3 %	0	0	Alberta
<b>05 : Supervisors</b>		3	0	0.0 %	4.6 %	0	0	
Employment Equity Occupational Group	Edmonton	3	0	0.0 %	4.6 %	0	0	Edmonton
<b>07 : Administrative and Senior Clerical Personnel</b>		78	1	1.3 %	3.8 %	3	-2	
Employment Equity Occupational Group	Alta. less CMAs	8	1	12.5 %	6.0 %	0	1	Alta. less CMAs
Employment Equity Occupational Group	Calgary	5	0	0.0 %	2.6 %	0	0	Calgary
Employment Equity Occupational Group	Edmonton	65	0	0.0 %	3.6 %	2	-2	Edmonton
<b>09 : Skilled Crafts and Trades Workers</b>		2	0	0.0 %	6.3 %	0	0	



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Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples Representation		Aboriginal Peoples Availability		Gap #	Recruitment Area
			#	%	%	#		
7237 : Welders and related machine operators	Alberta	2	0	0.0 %	6.3 %	0	0	Alberta
<b>10 : Clerical Personnel</b>		22	0	0.0 %	5.0 %	1	-1	
<b>Employment Equity Occupational Group</b>	Alta. less CMAs	2	0	0.0 %	8.1 %	0	0	Alta. less CMAs
<b>Employment Equity Occupational Group</b>	Calgary	3	0	0.0 %	3.0 %	0	0	Calgary
<b>Employment Equity Occupational Group</b>	Edmonton	17	0	0.0 %	5.1 %	1	-1	Edmonton
<b>12 : Semi-Skilled Manual Workers</b>		1	0	0.0 %	8.5 %	0	0	
<b>Employment Equity Occupational Group</b>	Alta. less CMAs	1	0	0.0 %	8.5 %	0	0	Alta. less CMAs
<b>Total</b>		528	6	1.1 %	2.5 %	13	-7	

Total may not equal sum of components due to rounding.

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

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Workforce Analysis - Detailed Report

Date: 2018-07-23

Members of Visible Minorities

Employment Equity Occupational Group	Internal Location	All Employees #	Members of Visible Minorities					Recruitment Area
			Representation		Availability		Gap #	
			#	%	%	#		
<b>01 : Senior Managers</b>	National	8	2	25.0 %	10.1 %	1	1	National
<b>02 : Middle and Other Managers</b>	National	77	18	23.4 %	15.0 %	12	6	National
<b>03 : Professionals</b>		183	62	33.9 %	24.5 %	45	17	
1112 : Financial and investment analysts	National	15	4	26.7 %	35.4 %	5	-1	National
1121 : Human resources professionals	National	4	2	50.0 %	14.1 %	1	1	National
1122 : Professional occupations in business management consulting	National	5	1	20.0 %	21.6 %	1	0	National
1123 : Professional occupations in advertising, marketing and public relations	National	8	0	0.0 %	16.9 %	1	-1	National
2111 : Physicists and astronomers	National	1	0	0.0 %	22.9 %	0	0	National
2112 : Chemists	National	10	6	60.0 %	37.3 %	4	2	National
2113 : Geoscientists and oceanographers	National	6	1	16.7 %	13.2 %	1	0	National
2115 : Other professional occupations in physical sciences	National	1	1	100.0 %	19.3 %	0	1	National
2121 : Biologists and related scientists	National	27	11	40.7 %	17.2 %	5	6	National
2123 : Agricultural representatives, consultants and specialists	National	7	0	0.0 %	6.9 %	0	0	National
2131 : Civil engineers	National	3	0	0.0 %	26.0 %	1	-1	National
2132 : Mechanical engineers	National	6	4	66.7 %	28.6 %	2	2	National
2133 : Electrical and electronics engineers	National	5	0	0.0 %	34.9 %	2	-2	National
2134 : Chemical engineers	National	19	12	63.2 %	30.8 %	6	6	National
2142 : Metallurgical and materials engineers	National	7	3	42.9 %	25.3 %	2	1	National
2143 : Mining engineers	National	2	1	50.0 %	16.1 %	0	1	National
2144 : Geological engineers	National	2	2	100.0 %	22.6 %	0	2	National
2145 : Petroleum engineers	National	6	4	66.7 %	27.8 %	2	2	National
2148 : Other professional engineers, n.e.c.	National	2	2	100.0 %	27.3 %	1	1	National
2161 : Mathematicians, statisticians and actuaries	National	1	0	0.0 %	27.7 %	0	0	National
2171 : Information systems analysts and consultants	National	11	2	18.2 %	31.4 %	3	-1	National

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Members of Visible Minorities

Employment Equity Occupational Group	Internal Location	All Employees #	Members of Visible Minorities					Recruitment Area
			Representation		Availability		Gap #	
			#	%	%	#		
2174 : Computer programmers and interactive media developers	National	6	2	33.3 %	31.5 %	2	0	National
3012 : Registered nurses and registered psychiatric nurses	National	2	0	0.0 %	18.3 %	0	0	National
4112 : Lawyers and Quebec notaries	National	1	0	0.0 %	12.5 %	0	0	National
4163 : Business development officers and marketing researchers and consultants	National	24	3	12.5 %	21.9 %	5	-2	National
4165 : Health policy researchers, consultants and program officers	National	1	0	0.0 %	21.0 %	0	0	National
5111 : Librarians	National	1	1	100.0 %	11.9 %	0	1	National
<b>04 : Semi-Professionals and Technicians</b>		154	36	23.4 %	22.1 %	34	2	
2211 : Chemical technologists and technicians	Alberta	80	22	27.5 %	27.2 %	22	0	Alberta
2211 : Chemical technologists and technicians	British Columbia	1	0	0.0 %	40.6 %	0	0	British Columbia
2221 : Biological technologists and technicians	Alberta	36	4	11.1 %	20.6 %	7	-3	Alberta
2223 : Forestry technologists and technicians	Alberta	14	6	42.9 %	7.1 %	1	5	Alberta
2232 : Mechanical engineering technologists and technicians	Alberta	6	0	0.0 %	21.3 %	1	-1	Alberta
2233 : Industrial engineering and manufacturing technologists and technicians	Alberta	4	2	50.0 %	24.7 %	1	1	Alberta
2243 : Industrial instrument technicians and mechanics	Alberta	7	2	28.6 %	10.7 %	1	1	Alberta
2263 : Inspectors in public and environmental health and occupational health and safety	Alberta	2	0	0.0 %	7.1 %	0	0	Alberta
5211 : Library and public archive technicians	Alberta	3	0	0.0 %	6.2 %	0	0	Alberta
5242 : Interior designers and interior decorators	Alberta	1	0	0.0 %	9.1 %	0	0	Alberta
<b>05 : Supervisors</b>		3	0	0.0 %	21.6 %	1	-1	
<b>Employment Equity Occupational Group</b>	Edmonton	3	0	0.0 %	21.6 %	1	-1	Edmonton
<b>07 : Administrative and Senior Clerical Personnel</b>		78	8	10.3 %	12.6 %	10	-2	
<b>Employment Equity Occupational Group</b>	Alta. less CMAs	8	0	0.0 %	3.4 %	0	0	Alta. less CMAs
<b>Employment Equity Occupational Group</b>	Calgary	5	0	0.0 %	16.5 %	1	-1	Calgary
<b>Employment Equity Occupational Group</b>	Edmonton	65	8	12.3 %	13.4 %	9	-1	Edmonton
<b>09 : Skilled Crafts and Trades Workers</b>		2	0	0.0 %	12.8 %	0	0	



Workplace Equity Information Management System - Alberta Innovates

Workforce Analysis - Detailed Report

Date: 2018-07-23

Members of Visible Minorities

Employment Equity Occupational Group	Internal Location	All Employees #	Members of Visible Minorities Representation		Members of Visible Minorities Availability		Gap #	Recruitment Area
			#	%	%	#		
7237 : Welders and related machine operators	Alberta	2	0	0.0 %	12.8 %	0	0	Alberta
<b>10 : Clerical Personnel</b>		22	7	31.8 %	17.2 %	4	3	
<b>Employment Equity Occupational Group</b>	Alta. less CMAs	2	0	0.0 %	4.2 %	0	0	Alta. less CMAs
<b>Employment Equity Occupational Group</b>	Calgary	3	0	0.0 %	24.3 %	1	-1	Calgary
<b>Employment Equity Occupational Group</b>	Edmonton	17	7	41.2 %	17.5 %	3	4	Edmonton
<b>12 : Semi-Skilled Manual Workers</b>		1	0	0.0 %	4.3 %	0	0	
<b>Employment Equity Occupational Group</b>	Alta. less CMAs	1	0	0.0 %	4.3 %	0	0	Alta. less CMAs
<b>Total</b>		528	133	25.2 %	20.0 %	107	26	

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 - Alberta Innovates

Workforce Analysis - Detailed Report

Date: 2018-07-23

Persons with Disabilities

Employment Equity Occupational Group	Internal Location	All Employees #	Persons with Disabilities				Gap #	Recruitment Area
			Representation #	%	Availability %	#		
<b>01/02 : Managers</b>	National	85	2	2.4 %	4.3 %	4	-2	National
<b>03 : Professionals</b>	National	183	1	0.5 %	3.8 %	7	-6	National
<b>04 : Semi-Professionals and Technicians</b>	National	154	5	3.2 %	4.6 %	7	-2	National
<b>05 : Supervisors</b>	National	3	0	0.0 %	13.9 %	0	0	National
<b>07 : Administrative and Senior Clerical Personnel</b>	National	78	1	1.3 %	3.4 %	3	-2	National
<b>09 : Skilled Crafts and Trades Workers</b>	National	2	0	0.0 %	3.8 %	0	0	National
<b>10 : Clerical Personnel</b>	National	22	0	0.0 %	7.0 %	2	-2	National
<b>12 : Semi-Skilled Manual Workers</b>	National	1	0	0.0 %	4.8 %	0	0	National
<b>Total</b>		<b>528</b>	<b>9</b>	<b>1.7 %</b>	<b>4.2 %</b>	<b>23</b>	<b>-14</b>	

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: 2018-07-23

### 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
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: 2018-07-23

### 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
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 - Alberta Innovates

**Workforce Analysis - Summary Report**

Date: 2018-07-23

**Women**

Employment Equity Occupational Group	All Employees #	Representation		Women Availability		Gap #
		#	%	%	#	
01 : Senior Managers	8	3	37.5 %	27.4 %	2	1
02 : Middle and Other Managers	77	34	44.2 %	38.9 %	30	4
03 : Professionals	183	70	38.3 %	37.9 %	69	1
04 : Semi-Professionals and Technicians	154	70	45.5 %	41.9 %	65	5
05 : Supervisors	3	3	100.0 %	56.2 %	2	1
07 : Administrative and Senior Clerical Personnel	78	68	87.2 %	84.8 %	66	2
09 : Skilled Crafts and Trades Workers	2	0	0.0 %	3.7 %	0	0
10 : Clerical Personnel	22	17	77.3 %	70.8 %	16	1
12 : Semi-Skilled Manual Workers	1	0	0.0 %	16.3 %	0	0
<b>Total</b>	<b>528</b>	<b>265</b>	<b>50.2 %</b>	<b>47.3 %</b>	<b>250</b>	<b>15</b>

Total may not equal sum of components due to rounding.

Workplace Equity Information Management System - Alberta Innovates

**Workforce Analysis - Summary Report**

Date: 2018-07-23

**Aboriginal Peoples**

Employment Equity Occupational Group	All Employees #	Aboriginal Peoples				Gap #
		Representation		Availability		
		#	%	%	#	
01 : Senior Managers	8	1	12.5 %	2.9 %	0	1
02 : Middle and Other Managers	77	0	0.0 %	2.2 %	2	-2
03 : Professionals	183	0	0.0 %	1.4 %	3	-3
04 : Semi-Professionals and Technicians	154	4	2.6 %	2.9 %	4	0
05 : Supervisors	3	0	0.0 %	4.6 %	0	0
07 : Administrative and Senior Clerical Personnel	78	1	1.3 %	3.8 %	3	-2
09 : Skilled Crafts and Trades Workers	2	0	0.0 %	6.3 %	0	0
10 : Clerical Personnel	22	0	0.0 %	5.0 %	1	-1
12 : Semi-Skilled Manual Workers	1	0	0.0 %	8.5 %	0	0
<b>Total</b>	<b>528</b>	<b>6</b>	<b>1.1 %</b>	<b>2.5 %</b>	<b>13</b>	<b>-7</b>

Total may not equal sum of components due to rounding.

Workplace Equity Information Management System - Alberta Innovates

**Workforce Analysis - Summary Report**

Date: 2018-07-23

**Members of Visible Minorities**

Employment Equity Occupational Group	Members of Visible Minorities					
	All Employees	Representation		Availability		Gap
		#	#	%	%	
01 : Senior Managers	8	2	25.0 %	10.1 %	1	1
02 : Middle and Other Managers	77	18	23.4 %	15.0 %	12	6
03 : Professionals	183	62	33.9 %	24.5 %	45	17
04 : Semi-Professionals and Technicians	154	36	23.4 %	22.1 %	34	2
05 : Supervisors	3	0	0.0 %	21.6 %	1	-1
07 : Administrative and Senior Clerical Personnel	78	8	10.3 %	12.6 %	10	-2
09 : Skilled Crafts and Trades Workers	2	0	0.0 %	12.8 %	0	0
10 : Clerical Personnel	22	7	31.8 %	17.2 %	4	3
12 : Semi-Skilled Manual Workers	1	0	0.0 %	4.3 %	0	0
<b>Total</b>	<b>528</b>	<b>133</b>	<b>25.2 %</b>	<b>20.0 %</b>	<b>107</b>	<b>26</b>

Total may not equal sum of components due to rounding.

Workplace Equity Information Management System - Alberta Innovates

**Workforce Analysis - Summary Report**

Date: 2018-07-23

**Persons with Disabilities**

Employment Equity Occupational Group	All Employees #	Persons with Disabilities				Gap #
		Representation		Availability		
		#	%	%	#	
01/02 : Managers	85	2	2.4 %	4.3 %	4	-2
03 : Professionals	183	1	0.5 %	3.8 %	7	-6
04 : Semi-Professionals and Technicians	154	5	3.2 %	4.6 %	7	-2
05 : Supervisors	3	0	0.0 %	13.9 %	0	0
07 : Administrative and Senior Clerical Personnel	78	1	1.3 %	3.4 %	3	-2
09 : Skilled Crafts and Trades Workers	2	0	0.0 %	3.8 %	0	0
10 : Clerical Personnel	22	0	0.0 %	7.0 %	2	-2
12 : Semi-Skilled Manual Workers	1	0	0.0 %	4.8 %	0	0
<b>Total</b>	<b>528</b>	<b>9</b>	<b>1.7 %</b>	<b>4.2 %</b>	<b>23</b>	<b>-14</b>

Total may not equal sum of components due to rounding.



## Workforce Analysis - Summary Report

Date: 2018-07-23

### 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
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: 2018-07-23

### 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
09 : Skilled Crafts and Trades Workers	EEOG	National
10 : Clerical Personnel	EEOG	National
12 : Semi-Skilled Manual Workers	EEOG	National









**Federal Contractors Program Achievement Report**

**Part 1: Workforce Analysis**

**Alberta Innovates**

**[Date: 2018-07-23]**

**Data from First/Previous Workforce Analysis**

↓ ↓ ↓

Data from First/Previous Workforce Analysis		
YYYY	MM	DD
2018	07	23

**Data from Subsequent/Current Workforce Analysis**

↓ ↓ ↓

Data from Subsequent/Current Workforce Analysis		
YYYY	MM	DD
0	0	0

**Table 4: Persons with Disabilities**

**First/Previous Workforce Analysis**

Employment Equity Occupational Group (EEOG)		All Employees	Persons with Disabilities	
			Representation	Availability*
		#	#	%
01/02	Managers	85	2	4.3
03	Professionals	183	1	3.8
04	Semi-Professionals & Technicians	154	5	4.6
05	Supervisors	3	0	13.9
06	Supervisors: Crafts & Trades	0	0	0.0
07	Administrative & Senior Clerical Personnel	78	1	3.4
08	Skilled Sales & Service Personnel	0	0	0.0
09	Skilled Crafts & Trades Workers	2	0	3.8
10	Clerical Personnel	22	0	7.0
11	Intermediate Sales & Service Personnel	0	0	0.0
12	Semi-Skilled Manual Workers	1	0	4.8
13	Other Sales & Service Personnel	0	0	0.0
14	Other Manual Workers	0	0	0.0
<b>Total</b>		<b>528</b>	<b>9</b>	<b>4.2</b>

**\* Source:**

2012 Canadian Survey on Disability

**Table 8: Persons with Disabilities**

**Subsequent/Current Workforce Analysis**

All Employees		Persons with Disabilities	
		Representation	Availability*
#	#	%	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
<b>0</b>	<b>0</b>	<b>0.0</b>	

**\* Source:**

**Federal Contractors Program Achievement Report**

**Part 2: Flow Data Analysis**

**Alberta Innovates**

**[Date: 2018-07-23]**

Start Date of Flow Data		
YYYY	MM	DD

End Date of Flow Data		
YYYY	MM	DD

Data from Form 4 - Employees Hired
↓ ↓ ↓ ↓

Data from Form 5 - Employees Promoted
↓ ↓ ↓ ↓

Data from Form 6 - Employees Terminated
↓ ↓ ↓ ↓

Employment Equity Occupational Group (EEOG)	Table 1: Women				Table 5: Women				Table 9: Women			
	Full-time / National		Part-time / National		Full-time / National		Part-time / National		Full-time / National		Part-time / National	
	All Employees Hired	Women Hired	All Employees Hired	Women Hired	All Employees Promoted	Women Promoted	All Employees Promoted	Women Promoted	All Employees Terminated	Women Terminated	All Employees Terminated	Women Terminated
	#	#	#	#	#	#	#	#	#	#	#	#
01 Senior Managers	0	0	0	0	0	0	0	0	0	0	0	0
02 Middle & Other Managers	0	0	0	0	0	0	0	0	0	0	0	0
03 Professionals	0	0	0	0	0	0	0	0	0	0	0	0
04 Semi-Professionals & Technicians	0	0	0	0	0	0	0	0	0	0	0	0
05 Supervisors	0	0	0	0	0	0	0	0	0	0	0	0
06 Supervisors: Crafts & Trades	0	0	0	0	0	0	0	0	0	0	0	0
07 Administrative & Senior Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
08 Skilled Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
09 Skilled Crafts & Trades Workers	0	0	0	0	0	0	0	0	0	0	0	0
10 Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
11 Intermediate Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
12 Semi-Skilled Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
13 Other Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
14 Other Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Federal Contractors Program Achievement Report**

**Part 2: Flow Data Analysis**

**Alberta Innovates**

**[Date: 2018-07-23]**

Start Date of Flow Data		
YYYY	MM	DD
0	0	0

End Date of Flow Data		
YYYY	MM	DD
0	0	0

**Data from Form 4 - Employees Hired**

**Data from Form 5 - Employees Promoted**

**Data from Form 6 - Employees Terminated**

↓ ↓ ↓ ↓  
**Table 2: Aboriginal Peoples**

↓ ↓ ↓ ↓  
**Table 6: Aboriginal Peoples**

↓ ↓ ↓ ↓  
**Table 10: Aboriginal Peoples**

Employment Equity Occupational Group (EEOG)	Table 2: Aboriginal Peoples				Table 6: Aboriginal Peoples				Table 10: Aboriginal Peoples			
	Full-time / National		Part-time / National		Full-time / National		Part-time / National		Full-time / National		Part-time / National	
	All Employees Hired	Aboriginal Peoples Hired	All Employees Hired	Aboriginal Peoples Hired	All Employees Promoted	Aboriginal Peoples Promoted	All Employees Promoted	Aboriginal Peoples Promoted	All Employees Terminated	Aboriginal Peoples Terminated	All Employees Terminated	Aboriginal Peoples Terminated
	#	#	#	#	#	#	#	#	#	#	#	#
01 Senior Managers	0	0	0	0	0	0	0	0	0	0	0	0
02 Middle & Other Managers	0	0	0	0	0	0	0	0	0	0	0	0
03 Professionals	0	0	0	0	0	0	0	0	0	0	0	0
04 Semi-Professionals & Technicians	0	0	0	0	0	0	0	0	0	0	0	0
05 Supervisors	0	0	0	0	0	0	0	0	0	0	0	0
06 Supervisors: Crafts & Trades	0	0	0	0	0	0	0	0	0	0	0	0
07 Administrative & Senior Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
08 Skilled Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
09 Skilled Crafts & Trades Workers	0	0	0	0	0	0	0	0	0	0	0	0
10 Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
11 Intermediate Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
12 Semi-Skilled Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
13 Other Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
14 Other Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Federal Contractors Program Achievement Report**

**Part 2: Flow Data Analysis**

**Alberta Innovates**

**[Date: 2018-07-23]**

Start Date of Flow Data		
YYYY	MM	DD
0	0	0

End Date of Flow Data		
YYYY	MM	DD
0	0	0

**Data from Form 4 - Employees Hired**

**Data from Form 5 - Employees Promoted**

**Data from Form 6 - Employees Terminated**

Employment Equity Occupational Group (EOG)	Table 3: Persons with Disabilities				Table 7: Persons with Disabilities				Table 11: Persons with Disabilities			
	Full-time / National		Part-time / National		Full-time / National		Part-time / National		Full-time / National		Part-time / National	
	All Employees Hired	Persons with Disabilities Hired	All Employees Hired	Persons with Disabilities Hired	All Employees Promoted	Persons with Disabilities Promoted	All Employees Promoted	Persons with Disabilities Promoted	All Employees Terminated	Persons with Disabilities Terminated	All Employees Terminated	Persons with Disabilities Terminated
	#	#	#	#	#	#	#	#	#	#	#	#
01 Senior Managers	0	0	0	0	0	0	0	0	0	0	0	0
02 Middle & Other Managers	0	0	0	0	0	0	0	0	0	0	0	0
03 Professionals	0	0	0	0	0	0	0	0	0	0	0	0
04 Semi-Professionals & Technicians	0	0	0	0	0	0	0	0	0	0	0	0
05 Supervisors	0	0	0	0	0	0	0	0	0	0	0	0
06 Supervisors: Crafts & Trades	0	0	0	0	0	0	0	0	0	0	0	0
07 Administrative & Senior Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
08 Skilled Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
09 Skilled Crafts & Trades Workers	0	0	0	0	0	0	0	0	0	0	0	0
10 Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
11 Intermediate Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
12 Semi-Skilled Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
13 Other Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
14 Other Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Federal Contractors Program Achievement Report**

**Part 2: Flow Data Analysis**

**Alberta Innovates**

**[Date: 2018-07-23]**

Start Date of Flow Data		
YYYY	MM	DD
0	0	0

End Date of Flow Data		
YYYY	MM	DD
0	0	0

**Data from Form 4 - Employees Hired**

**Data from Form 5 - Employees Promoted**

**Data from Form 6 - Employees Terminated**

Employment Equity Occupational Group (EOG)	Table 4: Members of Visible Minorities				Table 8: Members of Visible Minorities				Table 12: Members of Visible Minorities			
	Full-time / National		Part-time / National		Full-time / National		Part-time / National		Full-time / National		Part-time / National	
	All Employees Hired	Members of Visible Minorities Hired	All Employees Hired	Members of Visible Minorities Hired	All Employees Promoted	Members of Visible Minorities Promoted	All Employees Promoted	Members of Visible Minorities Promoted	All Employees Terminated	Members of Visible Minorities Terminated	All Employees Terminated	Members of Visible Minorities Terminated
	#	#	#	#	#	#	#	#	#	#	#	#
01 Senior Managers	0	0	0	0	0	0	0	0	0	0	0	0
02 Middle & Other Managers	0	0	0	0	0	0	0	0	0	0	0	0
03 Professionals	0	0	0	0	0	0	0	0	0	0	0	0
04 Semi-Professionals & Technicians	0	0	0	0	0	0	0	0	0	0	0	0
05 Supervisors	0	0	0	0	0	0	0	0	0	0	0	0
06 Supervisors: Crafts & Trades	0	0	0	0	0	0	0	0	0	0	0	0
07 Administrative & Senior Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
08 Skilled Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
09 Skilled Crafts & Trades Workers	0	0	0	0	0	0	0	0	0	0	0	0
10 Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
11 Intermediate Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
12 Semi-Skilled Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
13 Other Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
14 Other Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**Alberta Innovates**

[Date: 2018-07-23]

**Data for First/Previous Goals**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis <sup>†</sup>	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis <sup>‡</sup>	Data Entry	C x H x 3	F + I	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	

**Table 1: Women**

Employment Equity Occupational Group (EOG)		All Employees																Women									
		First/Previous Short-term Goals																									
		Number			Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years			Number			Turnover (Replacement of Terminated Employees)			Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
		YYYY-MM-DD	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	From - To								
		2018-07-23	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	Annually	Over 3 Years	YYYY - YYYY							
#	%	%	#	%	%	#	%	%	#	%	%	#	%	%	#	%	%	2018	2021	%	%	%	%	%	%		
01	Senior Managers	8	-100.0%	3.0%	1	0.0%	3.0%	1	2	3	3.0%	0	-1	1	37.5%	27.4%	1	2	37.5%	27.4%	1	2	37.5%	27.4%	1	2	
02	Middle & Other Managers	77	-100.0%	3.4%	8	0.0%	4.0%	9	17	34	4.0%	4	3	8	44.2%	38.9%	4	5	44.2%	38.9%	4	5	44.2%	38.9%	4	5	
03	Professionals	183	-100.0%	3.3%	18	0.0%	4.5%	25	43	70	4.5%	9	15	16	38.3%	37.9%	1	1	38.3%	37.9%	1	1	38.3%	37.9%	1	1	
04	Semi-Professionals & Tech	154	-100.0%	3.2%	15	0.0%	4.0%	18	33	70	4.0%	8	9	15	45.5%	41.9%	5	6	45.5%	41.9%	5	6	45.5%	41.9%	5	6	
05	Supervisors	3	-100.0%	5.0%	0	0.0%	5.0%	0	0	3	5.0%	0	-1	0	100.0%	56.2%	1	1	100.0%	56.2%	1	1	100.0%	56.2%	1	1	
06	Supervisors: Crafts & Trades	0	0.0%	0	0	0.0%	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	0	0	
07	Administrative & Sr Clerical	78	-100.0%	3.4%	8	0.0%	5.0%	12	20	68	5.0%	10	15	17	87.2%	84.8%	2	2	87.2%	84.8%	2	2	87.2%	84.8%	2	2	
08	Skilled Sales & Service	0	0.0%	0	0	0.0%	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	0	0	
09	Skilled Crafts & Trades	2	-100.0%	4.0%	0	0.0%	10.0%	1	1	0	10.0%	0	0	0	3.7%	3.7%	0	0	0.0%	0.0%	0	0	0.0%	0.0%	0	0	
10	Clerical Personnel	22	-100.0%	3.0%	2	0.0%	4.0%	3	5	17	4.0%	2	2	4	77.3%	70.8%	1	2	77.3%	70.8%	1	2	77.3%	70.8%	1	2	
11	Intermediate Sales & Service	0	0.0%	0	0	0.0%	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	0	0	
12	Semi-Skilled Manual	1	-100.0%	5.0%	0	0.0%	20.0%	1	1	0	20.0%	0	0	0	16.3%	16.3%	0	0	0.0%	0.0%	0	0	0.0%	0.0%	0	0	
13	Other Sales & Service	0	0.0%	0	0	0.0%	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	0	0	
14	Other Manual Workers	0	0.0%	0	0	0.0%	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	0	0	
Total		528	-100.0%	3.3%	52	0.0%	4.4%	70	122	265	4.4%	35	44	61	50.2%	47.3%	15	17	50.2%	47.3%	15	17	50.2%	47.3%	15	17	

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis ÷ Previous number of employees from Workforce Analysis)<sup>13</sup> - 1) x 100.

‡ Calculated by using the following formula: (Terminated full-time employees from Flow Data Analysis ÷ Terminated part-time employees from Flow Data Analysis) ÷ ((Total number of employees from Previous Workforce Analysis + Total number of employees from Current Workforce Analysis) ÷ 2) x 100.

**Table 2: Women**

Employment Equity Occupational Group (EOG)		Women				Comments
		Short-term Goals		Long-term Goals		
		#	%	#	%	
01	Senior Managers	1	37.5	1	44.4	For the first assessment, our short term goals have been set at current availability estimates or at present representation (whichever is greater).
02	Middle & Other Managers	8	44.2	8	44.7	Long term goals have been set at current availability estimates or at projected representation (whichever is greater).
03	Professionals	16	38.3	16	38.3	
04	Semi-Professionals & Tech	15	45.5	15	45.6	
05	Supervisors	0	100.0	0	100.0	
06	Supervisors: Crafts & Trades	0	0.0	0	0.0	
07	Administrative & Sr Clerical	17	87.2	17	87.2	
08	Skilled Sales & Service	0	0.0	0	0.0	
09	Skilled Crafts & Trades	0	3.7	0	3.7	
10	Clerical Personnel	4	77.3	4	79.2	
11	Intermediate Sales & Service	0	0.0	0	0.0	
12	Semi-Skilled Manual	0	16.3	0	16.3	
13	Other Sales & Service	0	0.0	0	0.0	
14	Other Manual Workers	0	0.0	0	0.0	
Total		61	50.2	61	50.2	

**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**Alberta Innovates**

[Date: 2018-07-23]

**Data for First/Previous Goals**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis <sup>†</sup>	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis <sup>‡</sup>	Data Entry	C x H x 3	F + 1	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	

**Table 3: Aboriginal Peoples**

**First/Previous Short-term Goals**

Employment Equity Occupational Group (EOG)	All Employees								Aboriginal Peoples											
	Number	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years	
		YYYY-MM-DD	Actual	Projected		Actual	Projected			YYYY-MM-DD	Annually		Over 3 Years	From - To						2018
	2018-07-23	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2018-07-23	Annually	Over 3 Years	#	%	%	%	#	#	%	%		
	#	%	%	#	%	%	#	#	%	#	#	#	%	%	%	#	#	%	%	
01 Senior Managers	8	-100.0%	3.0%	1	0.0%	3.0%	1	2	1	3.0%	0	-1	0	12.5%	2.9%	1	1	12.5%	11.1%	
02 Middle & Other Managers	77	-100.0%	3.4%	8	0.0%	4.0%	9	17	0	4.0%	0	2	0	2.2%	2.2%	-2	-2	0.0%	0.0%	
03 Professionals	183	-100.0%	3.3%	18	0.0%	4.5%	25	43	0	4.5%	0	3	1	1.4%	1.4%	-3	-2	0.0%	0.5%	
04 Semi-Professionals & Tech	154	-100.0%	3.2%	15	0.0%	4.0%	18	33	4	4.0%	0	1	1	3.0%	2.9%	0	0	2.6%	3.0%	
05 Supervisors	3	-100.0%	5.0%	0	0.0%	5.0%	0	0	0	5.0%	0	0	0	4.6%	4.6%	0	0	0.0%	0.0%	
06 Supervisors: Crafts & Trades	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
07 Administrative & Sr Clerical	78	-100.0%	3.4%	8	0.0%	5.0%	12	20	1	5.0%	0	2	1	3.8%	3.8%	-2	-1	1.3%	2.3%	
08 Skilled Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
09 Skilled Crafts & Trades	2	-100.0%	4.0%	0	0.0%	10.0%	1	1	0	10.0%	0	0	0	6.3%	6.3%	0	0	0.0%	0.0%	
10 Clerical Personnel	22	-100.0%	3.0%	2	0.0%	4.0%	3	5	1	4.0%	0	1	0	5.0%	5.0%	-1	-1	0.0%	0.0%	
11 Intermediate Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
12 Semi-Skilled Manual	1	-100.0%	5.0%	0	0.0%	20.0%	1	1	0	20.0%	0	0	0	8.5%	8.5%	0	0	0.0%	0.0%	
13 Other Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
14 Other Manual Workers	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
<b>Total</b>	<b>528</b>	<b>-100.0%</b>	<b>3.3%</b>	<b>52</b>	<b>0.0%</b>	<b>4.4%</b>	<b>70</b>	<b>122</b>	<b>6</b>	<b>4.4%</b>	<b>1</b>	<b>10</b>	<b>3</b>	<b>2.5%</b>	<b>2.5%</b>	<b>-7</b>	<b>-7</b>	<b>1.1%</b>	<b>1.4%</b>	

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis ÷ Previous number of employees from Workforce Analysis)<sup>13</sup> - 1) x 100.

‡ Calculated by using the following formula: (Terminated full-time employees from Flow Data Analysis ÷ Terminated part-time employees from Flow Data Analysis) ÷ ((Total number of employees from Previous Workforce Analysis + Total number of employees from Current Workforce Analysis) ÷ 2) x 100.

**Table 4: Aboriginal Peoples**

Employment Equity Occupational Group (EOG)	Aboriginal Peoples				Comments
	Short-term Goals		Long-term Goals		
	#	%	#	%	
01 Senior Managers	0	12.5	0	12.5	For the first assessment, our short term goals have been set at current availability estimates or at present representation (whichever is greater). Long term goals have been set at current availability estimates or at projected representation (whichever is greater).
02 Middle & Other Managers	0	2.2	0	2.2	
03 Professionals	1	1.4	1	1.4	
04 Semi-Professionals & Tech	1	3.0	1	3.0	
05 Supervisors	0	4.6	0	4.6	
06 Supervisors: Crafts & Trades	0	0.0	0	0.0	
07 Administrative & Sr Clerical	1	3.8	1	3.8	
08 Skilled Sales & Service	0	0.0	0	0.0	
09 Skilled Crafts & Trades	0	6.3	0	6.3	
10 Clerical Personnel	0	5.0	0	5.0	
11 Intermediate Sales & Service	0	0.0	0	0.0	
12 Semi-Skilled Manual	0	8.5	0	8.5	
13 Other Sales & Service	0	0.0	0	0.0	
14 Other Manual Workers	0	0.0	0	0.0	
<b>Total</b>	<b>3</b>	<b>2.5</b>	<b>3</b>	<b>2.5</b>	



**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**Alberta Innovates**

[Date: 2018-07-23]

**Data for First/Previous Goals**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis <sup>†</sup>	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis <sup>‡</sup>	Data Entry	C x H x 3	F + I	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	

**Table 5: Persons with Disabilities**

Employment Equity Occupational Group (EOG)	All Employees								Persons with Disabilities										
	Number	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
		YYYY-MM-DD	Actual	Projected		Actual	Projected			YYYY-MM-DD	Annually		Over 3 Years	From - To					
	2018-07-23	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2018-07-23	Annually	Over 3 Years	2018	2021							
	#	%	%	#	%	%	#	#	%	#	#	%	%	%	#	#	%	%	
01/02 Managers	85	-100.0%	3.4%	9	0.0%	3.8%	10	19	2	3.8%	0	2	1	4.3%	4.3%	-2	-1	2.4%	3.2%
03 Professionals	183	-100.0%	3.3%	18	0.0%	4.5%	25	43	1	4.5%	0	7	2	3.8%	3.8%	-6	-5	0.5%	1.5%
04 Semi-Professionals & Tech	154	-100.0%	3.2%	15	0.0%	4.0%	18	33	5	4.0%	1	4	2	4.6%	4.6%	-2	-2	3.2%	3.6%
05 Supervisors	3	-100.0%	5.0%	0	0.0%	5.0%	0	0	0	5.0%	0	0	0	13.9%	13.9%	0	0	0.0%	0.0%
06 Supervisors: Crafts & Trades	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
07 Administrative & Sr Clerical	78	-100.0%	3.4%	8	0.0%	5.0%	12	20	1	5.0%	0	2	1	3.4%	3.4%	-2	-1	1.3%	2.3%
08 Skilled Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
09 Skilled Crafts & Trades	2	-100.0%	4.0%	0	0.0%	10.0%	1	1	0	10.0%	0	0	0	3.8%	3.8%	0	0	0.0%	0.0%
10 Clerical Personnel	22	-100.0%	3.0%	2	0.0%	4.0%	3	5	0	4.0%	0	2	0	7.0%	7.0%	-2	-2	0.0%	0.0%
11 Intermediate Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
12 Semi-Skilled Manual	1	-100.0%	5.0%	0	0.0%	20.0%	1	1	0	20.0%	0	0	0	4.8%	4.8%	0	0	0.0%	0.0%
13 Other Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
14 Other Manual Workers	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
<b>Total</b>	<b>528</b>	<b>-100.0%</b>	<b>3.3%</b>	<b>52</b>	<b>0.0%</b>	<b>4.4%</b>	<b>70</b>	<b>122</b>	<b>9</b>	<b>4.4%</b>	<b>1</b>	<b>16</b>	<b>5</b>	<b>4.2%</b>	<b>4.2%</b>	<b>-13</b>	<b>-11</b>	<b>1.7%</b>	<b>2.2%</b>

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis + Previous number of employees from Workforce Analysis)<sup>1/3</sup> - 1) x 100.

‡ Calculated by using the following formula: (Terminated full-time employees from Flow Data Analysis + Terminated part-time employees from Flow Data Analysis) ÷ ((Total number of employees from Previous Workforce Analysis + Total number of employees from Current Workforce Analysis) ÷ 2) x 100.

**Table 6: Persons with Disabilities**

Employment Equity Occupational Group (EOG)	Persons with Disabilities				Comments
	Short-term Goals		Long-term Goals		
	#	%	#	%	
01/02 Managers	1	4.3	1	4.3	For the first assessment, our short term goals have been set at current availability estimates or at present representation (whichever is greater).
03 Professionals	2	3.8	2	3.8	Long term goals have been set at current availability estimates or at projected representation (whichever is greater).
04 Semi-Professionals & Tech	2	4.6	2	4.6	
05 Supervisors	0	13.9	0	13.9	
06 Supervisors: Crafts & Trades	0	0.0	0	0.0	
07 Administrative & Sr Clerical	1	3.4	1	3.4	
08 Skilled Sales & Service	0	0.0	0	0.0	
09 Skilled Crafts & Trades	0	3.8	0	3.8	
10 Clerical Personnel	0	7.0	0	7.0	
11 Intermediate Sales & Service	0	0.0	0	0.0	
12 Semi-Skilled Manual	0	4.8	0	4.8	
13 Other Sales & Service	0	0.0	0	0.0	
14 Other Manual Workers	0	0.0	0	0.0	
<b>Total</b>	<b>5</b>	<b>4.2</b>	<b>5</b>	<b>4.2</b>	

**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**Alberta Innovates**

[Date: 2018-07-23]

**Data for First/Previous Goals**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis <sup>†</sup>	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis <sup>‡</sup>	Data Entry	C x H x 3	F + I	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - (R + M)	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	

**Table 7: Members of Visible Minorities**

Employment Equity Occupational Group (EOG)		All Employees										Members of Visible Minorities										
		Number		Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number		Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
		YYYY-MM-DD	Actual	Projected		Actual	Projected		YYYY-MM-DD		Annually	Over 3 Years	Annually	Over 3 Years		From - To	From - To					
		2018-07-23	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2018-07-23	Annually	Over 3 Years	Annually	Over 3 Years	2018	2021							
		#	%	%	#	%	%	#	#	%	#	#	%	#	%							
01	Senior Managers	8	-100.0%	3.0%	1	0.0%	3.0%	1	2	2	3.0%	0	-1	1	25.0%	10.1%	1	2	25.0%	33.3%		
02	Middle & Other Managers	77	-100.0%	3.4%	8	0.0%	4.0%	9	17	18	4.0%	2	-3	4	23.4%	15.0%	6	7	23.4%	23.5%		
03	Professionals	183	-100.0%	3.3%	18	0.0%	4.5%	25	43	62	4.5%	8	-5	15	33.9%	24.5%	17	20	33.9%	34.3%		
04	Semi-Professionals & Tech	154	-100.0%	3.2%	15	0.0%	4.0%	18	33	36	4.0%	4	5	8	23.4%	22.1%	2	3	23.4%	23.7%		
05	Supervisors	3	-100.0%	5.0%	0	0.0%	5.0%	0	0	0	5.0%	0	1	0	21.6%	21.6%	-1	-1	0.0%	0.0%		
06	Supervisors: Crafts & Trades	0	0.0%	0	0	0.0%	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!		
07	Administrative & Sr Clerical	78	-100.0%	3.4%	8	0.0%	5.0%	12	20	8	5.0%	1	4	3	12.6%	12.6%	-2	-1	10.3%	11.6%		
08	Skilled Sales & Service	0	0.0%	0	0	0.0%	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!		
09	Skilled Crafts & Trades	2	-100.0%	4.0%	0	0.0%	10.0%	1	1	0	10.0%	0	0	0	12.8%	12.8%	0	0	0.0%	0.0%		
10	Clerical Personnel	22	-100.0%	3.0%	2	0.0%	4.0%	3	5	7	4.0%	1	-2	2	31.8%	17.2%	3	4	31.8%	33.3%		
11	Intermediate Sales & Service	0	0.0%	0	0	0.0%	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!		
12	Semi-Skilled Manual	1	-100.0%	5.0%	0	0.0%	20.0%	1	1	0	20.0%	0	0	0	4.3%	4.3%	0	0	0.0%	0.0%		
13	Other Sales & Service	0	0.0%	0	0	0.0%	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!		
14	Other Manual Workers	0	0.0%	0	0	0.0%	0	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!		
Total		528	-100.0%	3.3%	52	0.0%	4.4%	70	122	133	4.4%	18	1	31	25.2%	20.0%	27	30	25.2%	25.2%		

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis ÷ Previous number of employees from Workforce Analysis)<sup>13</sup> - 1) x 100.

‡ Calculated by using the following formula: (Terminated full-time employees from Flow Data Analysis ÷ Terminated part-time employees from Flow Data Analysis) ÷ ((Total number of employees from Previous Workforce Analysis + Total number of employees from Current Workforce Analysis) ÷ 2) x 100.

**Table 8: Members of Visible Minorities**

Employment Equity Occupational Group (EOG)		Members of Visible Minorities				Comments
		Short-term Goals		Long-term Goals		
		#	%	#	%	
01	Senior Managers	1	25.0	0	33.3	For the first assessment, our short term goals have been set at current availability estimates or at present representation (whichever is greater). Long term goals have been set at current availability estimates or at projected representation (whichever is greater).
02	Middle & Other Managers	4	23.4	0	23.5	
03	Professionals	15	33.9	0	34.3	
04	Semi-Professionals & Tech	8	23.4	0	23.7	
05	Supervisors	0	21.6	0	21.6	
06	Supervisors: Crafts & Trades	0	0.0	0	0.0	
07	Administrative & Sr Clerical	3	12.6	0	12.6	
08	Skilled Sales & Service	0	0.0	0	0.0	
09	Skilled Crafts & Trades	0	12.8	0	12.8	
10	Clerical Personnel	2	31.8	0	33.3	
11	Intermediate Sales & Service	0	0.0	0	0.0	
12	Semi-Skilled Manual	0	4.3	0	4.3	
13	Other Sales & Service	0	0.0	0	0.0	
14	Other Manual Workers	0	0.0	0	0.0	
Total		31	25.2	0	25.2	

**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**Alberta Innovates**

[Date: 2018-07-23]

**Data for Subsequent/Current Goals**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis <sup>†</sup>	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis <sup>‡</sup>	Data Entry	C x H x 3	F + I	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	
	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓

**Table 9: Women**

**Subsequent/Current Short-term Goals**

Employment Equity Occupational Group (EOG)		All Employees							Women											
		Number	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
			YYYY-MM-DD	Actual	Projected		Actual	Projected			YYYY-MM-DD	Annually		Over 3 Years	From - To					
		--	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	#	#	%	#	#	%	%	#	#	%	%	
01	Senior Managers	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
02	Middle & Other Managers	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
03	Professionals	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
04	Semi-Professionals & Tech	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
05	Supervisors	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
06	Supervisors: Crafts & Trades	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
07	Administrative & Sr Clerical	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
08	Skilled Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
09	Skilled Crafts & Trades	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
10	Clerical Personnel	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
11	Intermediate Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
12	Semi-Skilled Manual	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
13	Other Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
14	Other Manual Workers	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!
Total		0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis ÷ Previous number of employees from Workforce Analysis)<sup>13</sup> - 1) x 100.

‡ Calculated by using the following formula: (Terminated full-time employees from Flow Data Analysis ÷ Terminated part-time employees from Flow Data Analysis) ÷ ((Total number of employees from Previous Workforce Analysis + Total number of employees from Current Workforce Analysis) ÷ 2) x 100.

**Table 10: Women**

Employment Equity Occupational Group (EOG)		Women		Comments
		Short-term Goals	Long-term Goals	
			%	
01	Senior Managers		0.0	0.0
02	Middle & Other Managers		0.0	0.0
03	Professionals		0.0	0.0
04	Semi-Professionals & Tech		0.0	0.0
05	Supervisors		0.0	0.0
06	Supervisors: Crafts & Trades		0.0	0.0
07	Administrative & Sr Clerical		0.0	0.0
08	Skilled Sales & Service		0.0	0.0
09	Skilled Crafts & Trades		0.0	0.0
10	Clerical Personnel		0.0	0.0
11	Intermediate Sales & Service		0.0	0.0
12	Semi-Skilled Manual		0.0	0.0
13	Other Sales & Service		0.0	0.0
14	Other Manual Workers		0.0	0.0
Total			0.0	0.0

**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**Alberta Innovates**

[Date: 2018-07-23]

**Data for Subsequent/Current Goals**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis <sup>†</sup>	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis <sup>‡</sup>	Data Entry	C x H x 3	F + I	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	
	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓

**Table 11: Aboriginal Peoples  
Subsequent/Current Short-term Goals**

Employment Equity Occupational Group (EOG)	All Employees								Aboriginal Peoples											
	Number	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years	
		YYYY-MM-DD	Actual	Projected		Actual	Projected			YYYY-MM-DD	Annually		Over 3 Years	From - To						Present Availability
	--	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	#	#	Annually	Over 3 Years	#	#	%	%	%	#	#	%	%
	#	%	%	#	%	%	#	#	#	%	#	#	#	%	%	%	#	#	%	%
01 Senior Managers	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
02 Middle & Other Managers	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
03 Professionals	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
04 Semi-Professionals & Tech	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
05 Supervisors	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
06 Supervisors: Crafts & Trades	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
07 Administrative & Sr Clerical	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
08 Skilled Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
09 Skilled Crafts & Trades	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
10 Clerical Personnel	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
11 Intermediate Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
12 Semi-Skilled Manual	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
13 Other Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
14 Other Manual Workers	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
Total	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis ÷ Previous number of employees from Workforce Analysis)<sup>1/3</sup> - 1) x 100.

‡ Calculated by using the following formula: (Terminated full-time employees from Flow Data Analysis ÷ Terminated part-time employees from Flow Data Analysis) ÷ ((Total number of employees from Previous Workforce Analysis + Total number of employees from Current Workforce Analysis) ÷ 2) x 100.

**Table 12: Aboriginal Peoples**

Employment Equity Occupational Group (EOG)	Aboriginal Peoples				Comments
	Short-term Goals		Long-term Goals		
		%		%	
01 Senior Managers		0.0		0.0	
02 Middle & Other Managers		0.0		0.0	
03 Professionals		0.0		0.0	
04 Semi-Professionals & Tech		0.0		0.0	
05 Supervisors		0.0		0.0	
06 Supervisors: Crafts & Trades		0.0		0.0	
07 Administrative & Sr Clerical		0.0		0.0	
08 Skilled Sales & Service		0.0		0.0	
09 Skilled Crafts & Trades		0.0		0.0	
10 Clerical Personnel		0.0		0.0	
11 Intermediate Sales & Service		0.0		0.0	
12 Semi-Skilled Manual		0.0		0.0	
13 Other Sales & Service		0.0		0.0	
14 Other Manual Workers		0.0		0.0	
Total		0.0		0.0	

**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**Alberta Innovates**

[Date: 2018-07-23]

**Data for Subsequent/Current Goals**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis <sup>†</sup>	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis <sup>‡</sup>	Data Entry	C x H x 3	F + 1	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	
	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓

**Table 13: Persons with Disabilities  
Subsequent/Current Short-term Goals**

Employment Equity Occupational Group (EOG)	All Employees								Persons with Disabilities											
	Number	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years	
		YYYY-MM-DD	Actual	Projected	Actual	Projected	Projected			YYYY-MM-DD	Annually		Over 3 Years	From - To						From - To
	--	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	#	Annually	Over 3 Years	#	0	3	%	%	%	#	#	%	%
	#	%	%	#	%	%	#	#	%	#	#	#	%	%	%	#	#	%	%	
01/02 Managers	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
03 Professionals	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
04 Semi-Professionals & Tech	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
05 Supervisors	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
06 Supervisors: Crafts & Trades	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
07 Administrative & Sr Clerical	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
08 Skilled Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
09 Skilled Crafts & Trades	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
10 Clerical Personnel	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
11 Intermediate Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
12 Semi-Skilled Manual	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
13 Other Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
14 Other Manual Workers	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
Total	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis + Previous number of employees from Workforce Analysis)<sup>1/3</sup> - 1) x 100.

‡ Calculated by using the following formula: (Terminated full-time employees from Flow Data Analysis + Terminated part-time employees from Flow Data Analysis) ÷ ((Total number of employees from Previous Workforce Analysis + Total number of employees from Current Workforce Analysis) ÷ 2) x 100.

**Table 14: Persons with Disabilities**

Employment Equity Occupational Group (EOG)	Persons with Disabilities			Comments
	Short-term Goals	Long-term Goals		
	%	%	%	
01/02 Managers	0.0	0.0	0.0	
03 Professionals	0.0	0.0	0.0	
04 Semi-Professionals & Tech	0.0	0.0	0.0	
05 Supervisors	0.0	0.0	0.0	
06 Supervisors: Crafts & Trades	0.0	0.0	0.0	
07 Administrative & Sr Clerical	0.0	0.0	0.0	
08 Skilled Sales & Service	0.0	0.0	0.0	
09 Skilled Crafts & Trades	0.0	0.0	0.0	
10 Clerical Personnel	0.0	0.0	0.0	
11 Intermediate Sales & Service	0.0	0.0	0.0	
12 Semi-Skilled Manual	0.0	0.0	0.0	
13 Other Sales & Service	0.0	0.0	0.0	
14 Other Manual Workers	0.0	0.0	0.0	
Total	0.0	0.0	0.0	

**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**Alberta Innovates**

[Date: 2018-07-23]

**Data for Subsequent/Current Goals**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis <sup>†</sup>	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis <sup>‡</sup>	Data Entry	C x H x 3	F + I	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	
	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓

**Table 15: Members of Visible Minorities**

**Subsequent/Current Short-term Goals**

Employment Equity Occupational Group (EOG)		All Employees							Members of Visible Minorities												
		Number		Growth (New Positions)			Turnover (Replacement of Terminated Employees)		Anticipated Hires Over 3 Years	Number		Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
		YYYY-MM-DD	Actual	Projected		Actual	Projected			YYYY-MM-DD	Annually	Over 3 Years	From - To		From - To						
		--	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	#	#	%	#	#	0	3						
		#	%	%	#	%	%	#	#	%	#	#	%	%	#	#	%	%			
01	Senior Managers	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
02	Middle & Other Managers	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
03	Professionals	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
04	Semi-Professionals & Tech	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
05	Supervisors	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
06	Supervisors: Crafts & Trades	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
07	Administrative & Sr Clerical	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
08	Skilled Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
09	Skilled Crafts & Trades	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
10	Clerical Personnel	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
11	Intermediate Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
12	Semi-Skilled Manual	0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
13	Other Sales & Service	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
14	Other Manual Workers	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
Total		0	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis ÷ Previous number of employees from Workforce Analysis)<sup>1/3</sup> - 1) x 100.

‡ Calculated by using the following formula: (Terminated full-time employees from Flow Data Analysis ÷ Terminated part-time employees from Flow Data Analysis) ÷ ((Total number of employees from Previous Workforce Analysis + Total number of employees from Current Workforce Analysis) ÷ 2) x 100.

**Table 16: Members of Visible Minorities**

Employment Equity Occupational Group (EOG)		Members of Visible Minorities				Comments
		Short-term Goals		Long-term Goals		
			%		%	
01	Senior Managers		0.0		0.0	
02	Middle & Other Managers		0.0		0.0	
03	Professionals		0.0		0.0	
04	Semi-Professionals & Tech		0.0		0.0	
05	Supervisors		0.0		0.0	
06	Supervisors: Crafts & Trades		0.0		0.0	
07	Administrative & Sr Clerical		0.0		0.0	
08	Skilled Sales & Service		0.0		0.0	
09	Skilled Crafts & Trades		0.0		0.0	
10	Clerical Personnel		0.0		0.0	
11	Intermediate Sales & Service		0.0		0.0	
12	Semi-Skilled Manual		0.0		0.0	
13	Other Sales & Service		0.0		0.0	
14	Other Manual Workers		0.0		0.0	
Total			0.0		0.0	



**Federal Contractors Program Achievement Report**

**Part 4: Results - Women**

**Alberta Innovates**

**[Date: 2018-07-23]**

		C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
Data sources:		Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D x G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K x G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P x F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U x F ÷ 100	V - X	
		↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓
Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis									Flow Data Analysis													
		Workforce									Hires				Promotions					Terminations				
		All Employees	Women				Gap				EE Result	All Employees	Women			All Employees	Women				All Employees	Women		
		#	Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference			
#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	
07	Administrative & Senior Clerical	2018	78	68	87.2	84.8	66	2	102.8															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0
08	Skilled Sales & Service Personnel	2018	0	0	0.0	0.0	0	0	0.0															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0
09	Skilled Crafts & Trades Workers	2018	2	0	0.0	3.7	0	0	0.0															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0
10	Clerical Personnel	2018	22	17	77.3	70.8	16	1	109.1															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0
11	Intermediate Sales & Service Personnel	2018	0	0	0.0	0.0	0	0	0.0															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0
12	Semi-Skilled Manual Workers	2018	1	0	0.0	16.3	0	0	0.0															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0

Data sources:		Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100		
		↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓		
Employment Equity Occupational Group (EEOG)	Year	New Entrants		Goals										Comments
		Flow Data		Short-term Goals				Long-term Goals						
		All Employees	Women	Women		Women		Women						
		Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met				
#	#	%	%	#	%	%	%	#	%	%	%			
07	Administrative & Senior Clerical	0	0	0	0.0	17	0.0	87.2	0.0	17	0.0	87.2	0.0	
		3	0	0	0.0									
08	Skilled Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
09	Skilled Crafts & Trades Workers	0	0	0	0.0	0	0.0	3.7	0.0	0	0.0	3.7	0.0	
		3	0	0	0.0									
10	Clerical Personnel	0	0	0	0.0	4	0.0	77.3	0.0	4	0.0	79.2	0.0	
		3	0	0	0.0									
11	Intermediate Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
12	Semi-Skilled Manual Workers	0	0	0	0.0	0	0.0	16.3	0.0	0	0.0	16.3	0.0	
		3	0	0	0.0									





**Federal Contractors Program Achievement Report**

**Part 5: Results - Aboriginal Peoples**

**Alberta Innovates**

**[Date: 2018-07-23]**

		C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	
Data sources:		Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D x G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K x G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P x F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U x F ÷ 100	V - X		
		↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	
Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis									Flow Data Analysis														
		Workforce									Hires				Promotions					Terminations					
		All Employees	Aboriginal Peoples								All Employees	Aboriginal Peoples			All Employees	Aboriginal Peoples				All Employees	Aboriginal Peoples				
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference							
#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#		
01	Senior Managers	2018	8	1	12.5	2.9	0	1	431.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
02	Middle & Other Managers	2018	77	0	0.0	2.2	2	-2	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
03	Professionals	2018	183	0	0.0	1.4	3	-3	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
04	Semi-Professionals & Technicians	2018	154	4	2.6	2.9	4	0	89.6																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
05	Supervisors	2018	3	0	0.0	4.6	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
06	Supervisors: Crafts & Trades	2018	0	0	0.0	0.0	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0

Data sources:		Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100
		↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓

Employment Equity Occupational Group (EEOG)	Year	New Entrants		Goals										Comments
		Flow Data		Short-term Goals				Long-term Goals						
		All Employees	Aboriginal Peoples	Aboriginal Peoples		Aboriginal Peoples		Aboriginal Peoples						
		Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met				
#	#	%	#	%	%	%	#	%	%	%				
01	Senior Managers	0	0	0	0.0	0	0.0	12.5	0.0	0	0.0	12.5	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
02	Middle & Other Managers	0	0	0	0.0	0	0.0	2.2	0.0	0	0.0	2.2	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
03	Professionals	0	0	0	0.0	1	0.0	1.4	0.0	1	0.0	1.4	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
04	Semi-Professionals & Technicians	0	0	0	0.0	1	0.0	3.0	0.0	1	0.0	3.0	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
05	Supervisors	0	0	0	0.0	0	0.0	4.6	0.0	0	0.0	4.6	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
06	Supervisors: Crafts & Trades	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	

**Federal Contractors Program Achievement Report**

**Part 5: Results - Aboriginal Peoples**

**Alberta Innovates**

**[Date: 2018-07-23]**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>M</b>	<b>N</b>	<b>O</b>	<b>P</b>	<b>Q</b>	<b>R</b>	<b>S</b>	<b>T</b>	<b>U</b>	<b>V</b>	<b>W</b>	<b>X</b>	<b>Y</b>
Data sources:			Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D x G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K x G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P x F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U x F ÷ 100	V - X

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis																
		Workforce								Hires				Promotions				Terminations								
		All Employees		Aboriginal Peoples						All Employees		Aboriginal Peoples		All Employees		Aboriginal Peoples		All Employees		Aboriginal Peoples						
		Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference									
#	%	#	%	#	%	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%		
07	Administrative & Senior Clerical	2018	78	1	1.3	3.8	3	-2	33.7																	
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0	0.0
08	Skilled Sales & Service Personnel	2018	0	0	0.0	0.0	0	0	0.0																	
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0	0.0
09	Skilled Crafts & Trades Workers	2018	2	0	0.0	6.3	0	0	0.0																	
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0	0.0
10	Clerical Personnel	2018	22	0	0.0	5.0	1	-1	0.0																	
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0	0.0
11	Intermediate Sales & Service Personnel	2018	0	0	0.0	0.0	0	0	0.0																	
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0	0.0
12	Semi-Skilled Manual Workers	2018	1	0	0.0	8.5	0	0	0.0																	
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0	0.0

Data sources:		Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100
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Employment Equity Occupational Group (EEOG)	Year	New Entrants		Goals								Comments		
		Flow Data		Short-term Goals				Long-term Goals						
		Aboriginal Peoples		Aboriginal Peoples				Aboriginal Peoples						
		Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met				
#	%	#	%	%	%	#	%	%	%					
07	Administrative & Senior Clerical	0	0	0	0.0	1	0.0	3.8	0.0	1	0.0	3.8	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
08	Skilled Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
09	Skilled Crafts & Trades Workers	0	0	0	0.0	0	0.0	6.3	0.0	0	0.0	6.3	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
10	Clerical Personnel	0	0	0	0.0	0	0.0	5.0	0.0	0	0.0	5.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
11	Intermediate Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
12	Semi-Skilled Manual Workers	0	0	0	0.0	0	0.0	8.5	0.0	0	0.0	8.5	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	

**Federal Contractors Program Achievement Report**

**Part 5: Results - Aboriginal Peoples**

**Alberta Innovates**

**[Date: 2018-07-23]**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>M</b>	<b>N</b>	<b>O</b>	<b>P</b>	<b>Q</b>	<b>R</b>	<b>S</b>	<b>T</b>	<b>U</b>	<b>V</b>	<b>W</b>	<b>X</b>	<b>Y</b>
Data sources:			Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D x G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K x G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P x F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U x F ÷ 100	V - X

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis																	
		Workforce								Hires				Promotions				Terminations									
		All Employees	Aboriginal Peoples							All Employees	Aboriginal Peoples			All Employees	Aboriginal Peoples			All Employees	Aboriginal Peoples								
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference										
#	#	#	%	%	#	#	%	#	#	%	#	#	#	#	%	#	#	%	#	#	#	%	#	#			
13	Other Sales & Service Personnel	2018	0	0	0.0	0.0	0	0	0.0																		
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0	0	0.0
14	Other Manual Workers	2018	0	0	0.0	0.0	0	0	0.0																		
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0	0	0.0
Total		2018	0	528	6	1.1	2.5	13	-7	45.5	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0.0
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0	0	0.0

Data sources:			Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100
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Employment Equity Occupational Group (EEOG)	Year	New Entrants		Goals										Comments
		Flow Data		Short-term Goals				Long-term Goals						
		All Employees	Aboriginal Peoples		Aboriginal Peoples				Aboriginal Peoples					
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met			
#	#	#	%	#	%	%	%	#	%	%	%			
13	Other Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
14	Other Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
Total		0	0	0	0.0	3	0.0	2.5	0.0	3	0.0	2.5	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	

**Federal Contractors Program Achievement Report**

**Part 6: Results - Persons with Disabilities**

**Alberta Innovates**

**[Date: 2018-07-23]**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>M</b>	<b>N</b>	<b>O</b>	<b>P</b>	<b>Q</b>	<b>R</b>	<b>S</b>	<b>T</b>	<b>U</b>	<b>V</b>	<b>W</b>	<b>X</b>	<b>Y</b>
Data sources:			Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D x G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K x G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P x F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U x F ÷ 100	V - X

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis																
		Workforce								Hires				Promotions				Terminations								
		All Employees	Persons with Disabilities							All Employees	Persons with Disabilities			All Employees	Persons with Disabilities			All Employees	Persons with Disabilities							
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference									
#	#	#	%	%	#	#	%	#	#	%	#	#	#	#	%	#	#	%	#	#	#	%	#	#		
01&02 Managers	2018	85	2	2.4	4.3	4	-2	54.7																		
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	
03 Professionals	2018	183	1	0.5	3.8	7	-6	14.4																		
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	
04 Semi-Professionals & Technicians	2018	154	5	3.2	4.6	7	-2	70.6																		
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	
05 Supervisors	2018	3	0	0.0	13.9	0	0	0.0																		
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	
06 Supervisors: Crafts & Trades	2018	0	0	0.0	0.0	0	0	0.0																		
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	

Data sources:			Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100
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Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees	Persons with Disabilities			Persons with Disabilities				Persons with Disabilities				
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met			
#	#	#	%	#	%	#	%	#	%	#	%			
01&02 Managers	0	0	0	0.0	1	0.0	4.3	0.0	1	0.0	4.3	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
03 Professionals	0	0	0	0.0	2	0.0	3.8	0.0	2	0.0	3.8	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
04 Semi-Professionals & Technicians	0	0	0	0.0	2	0.0	4.6	0.0	2	0.0	4.6	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
05 Supervisors	0	0	0	0.0	0	0.0	13.9	0.0	0	0.0	13.9	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
06 Supervisors: Crafts & Trades	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		

**Federal Contractors Program Achievement Report**

**Part 6: Results - Persons with Disabilities**

**Alberta Innovates**

**[Date: 2018-07-23]**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>M</b>	<b>N</b>	<b>O</b>	<b>P</b>	<b>Q</b>	<b>R</b>	<b>S</b>	<b>T</b>	<b>U</b>	<b>V</b>	<b>W</b>	<b>X</b>	<b>Y</b>
Data sources:			Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D x G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K x G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P x F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U x F ÷ 100	V - X

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis															
		Workforce								Hires				Promotions				Terminations							
		All Employees	Persons with Disabilities							All Employees	Persons with Disabilities			All Employees	Persons with Disabilities			All Employees	Persons with Disabilities						
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference								
#	#	#	%	%	#	#	%	#	#	%	#	#	#	#	#	%	#	#	#	%	#	#			
07	Administrative & Senior Clerical	2018	78	1	1.3	3.4	3	-2	37.7																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0
08	Skilled Sales & Service Personnel	2018	0	0	0.0	0.0	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0
09	Skilled Crafts & Trades Workers	2018	2	0	0.0	3.8	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0
10	Clerical Personnel	2018	22	0	0.0	7.0	2	-2	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0
11	Intermediate Sales & Service Personnel	2018	0	0	0.0	0.0	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0
12	Semi-Skilled Manual Workers	2018	1	0	0.0	4.8	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	0

Data sources:		Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100
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Employment Equity Occupational Group (EEOG)	Year	New Entrants		Goals								Comments		
		Flow Data		Short-term Goals				Long-term Goals						
		All Employees	Persons with Disabilities	Persons with Disabilities										
				Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal		Percent of Goal Met	
#	#	#	%	#	%	%	%	#	%	%	%			
07	Administrative & Senior Clerical	0	0	0	0.0	1	0.0	3.4	0.0	1	0.0	3.4	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
08	Skilled Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
09	Skilled Crafts & Trades Workers	0	0	0	0.0	0	0.0	3.8	0.0	0	0.0	3.8	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
10	Clerical Personnel	0	0	0	0.0	0	0.0	7.0	0.0	0	0.0	7.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
11	Intermediate Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
12	Semi-Skilled Manual Workers	0	0	0	0.0	0	0.0	4.8	0.0	0	0.0	4.8	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	



**Federal Contractors Program Achievement Report**

**Part 7: Results - Members of Visible Minorities**

**Alberta Innovates**

**[Date: 2018-07-23]**

		C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	
Data sources:			Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D × G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K × G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P × F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U × F ÷ 100	V - X	
Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis															
		Workforce								Hires				Promotions				Terminations							
		All Employees	Visible Minorities				All Employees				Visible Minorities				All Employees				Visible Minorities						
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference							
#	#	%	%	#	#	%	#	#	%	#	#	#	#	%	#	#	#	#	%	#	#				
01	Senior Managers	2018	8	2	25.0	10.1	1	1	247.5																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0	0	0
02	Middle & Other Managers	2018	77	18	23.4	15.0	12	6	155.8																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0	0	0
03	Professionals	2018	183	62	33.9	24.5	45	17	138.3																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0	0	0
04	Semi-Professionals & Technicians	2018	154	36	23.4	22.1	34	2	105.8																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0	0	0
05	Supervisors	2018	3	0	0.0	21.6	1	-1	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0	0	0
06	Supervisors: Crafts & Trades	2018	0	0	0.0	0.0	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0	0	0

Data sources:			Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100	
Employment Equity Occupational Group (EEOG)	Year	New Entrants		Goals										Comments
		Flow Data		Short-term Goals				Long-term Goals						
		All Employees	Visible Minorities	Visible Minorities		Visible Minorities		Visible Minorities						
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met			
#	#	#	%	#	%	%	%	#	%	%	%			
01	Senior Managers	0	0	0	0.0	1	0.0	25.0	0.0	0	0.0	33.3	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
02	Middle & Other Managers	0	0	0	0.0	4	0.0	23.4	0.0	0	0.0	23.5	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
03	Professionals	0	0	0	0.0	15	0.0	33.9	0.0	0	0.0	34.3	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
04	Semi-Professionals & Technicians	0	0	0	0.0	8	0.0	23.4	0.0	0	0.0	23.7	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
05	Supervisors	0	0	0	0.0	0	0.0	21.6	0.0	0	0.0	21.6	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
06	Supervisors: Crafts & Trades	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	





**Federal Contractors Program Achievement Report**

**Part 7: Results - Members of Visible Minorities**

**Alberta Innovates**

**[Date: 2018-07-23]**

A		B		C		D		E		F		G		H		I		J		K		L		M		N		O		P		Q		R		S		T		U		V		W		X		Y	
Data sources:				Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D x G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K x G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P x F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U x F ÷ 100	V - X																								
		↓										↓																																					
Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis										Flow Data Analysis																																					
		Workforce										Hires					Promotions					Terminations																											
		All Employees		Visible Minorities				EE Result				All Employees		Visible Minorities			All Employees			Visible Minorities			All Employees		Visible Minorities																								
		Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference																																
#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%								
13	Other Sales & Service Personnel	2018	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	
14	Other Manual Workers	2018	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0				
Total		2018	528	133	25.2	20.0	106	27	125.9	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0							

Data sources:				Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100
		↓												

Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees		Visible Minorities		Visible Minorities		Visible Minorities		Visible Minorities		Visible Minorities		
		Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met		
#	%	#	%	#	%	#	%	#	%	#	%			
13	Other Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
14	Other Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
Total		0	0	0	0.0	31	0.0	25.2	0.0	0	0.0	25.2	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	

<b>Federal Contractors Program Achievement Report</b>
<b>Part 8: Reasonable Efforts</b>
<b>Alberta Innovates</b>
<b>[Date: 2018-07-23]</b>

## Efforts

Please check the appropriate boxes next to the efforts that your organization made to implement the Federal Contractors Program.

### Required measures:

- Ensured new employees were given the opportunity to self-identify and adjusted survey results accordingly.
- Provided a self-identification questionnaire to employees who wished to change information previously submitted and to those who requested it, and adjusted survey results accordingly.
- Adjusted survey results to reflect hires, promotions and terminations.
- Updated the workforce analysis to reflect new hires, promotions and terminations; any changes employees made to their self-identification questionnaires; and any revisions made to the availability estimates.
- Adjusted the availability estimates to reflect major changes in the workforce (e.g., changes in geographic recruitment areas, addition of new occupational groups or changes in the composition of occupational groups).
- Updated the availability estimates to incorporate new Census data as it is made available for employment equity purposes.
- Ensured that any new gaps identified are addressed accordingly.
- Maintained appropriate records in all required areas.

### Other measures:

- Reviewed employment systems, policies and practices to ensure that they do not result in barriers to employment of designated group members, monitored their implementation and adjusted as appropriate.
- Have an accommodation policy and/or procedures which was communicated to all staff and ensured accommodation takes place.
- Ensured ongoing senior-level support for employment equity and its implementation.
- Established accountability mechanisms to ensure that the short-term goals would be met.
- Communicated the goals to relevant managers as well as monitored and recorded the results.
- Devoted adequate resources (financial and human) to ensure that the short-term goals would be met.
- Consulted employee/union representatives on communication and implementation of employment equity.
- Kept all staff, including new employees and managers, informed of the purpose of employment equity, the steps taken to implement it and the progress made in its implementation.

- Put in place a strategy to ensure a barrier-free workplace.
- Undertook initiatives to increase representation where gaps in representation were found.
- Did all that might reasonably be expected to increase representation, taking into account resources and constraints.
- Other (please describe):

### **Operational Context**

Please check the appropriate boxes and provide a brief overview of the events that have influenced your organization's activities during the period between the first/previous and subsequent/current compliance assessment.

- Impact of economic and industrial conditions on the organization.

- Any reorganization or other corporate structural changes.

- Acquisitions, mergers or transfers of employees.

- Significant layoffs (include the number of employees affected and the occupational groups of those employees).

- Strikes (include dates, the number of employees affected and the occupational groups of those employees).

- Other.

**Additional Details**

Please provide any additional information (optional):

## Self-identification Questionnaire

Alberta Innovates and InnoTech Alberta believe that all employees should be treated fairly. We promote employment equity in the workplace to ensure that women, Aboriginal peoples, persons with disabilities and visible minorities are fully represented at all levels of our organization. Our employment equity program ensures that our hiring and promotion practices are based on qualifications and ability.

As part of our employment equity program, we are collecting information about our workforce through this questionnaire. Identifying as a member of a designated group (women, Aboriginal peoples, persons with disabilities and visible minorities) in Sections B to E will help create an accurate picture of our workforce. We assure you that our workplace is a safe environment in which to self-identify. You can ask for the accommodation you need in order to fulfil your work-related duties to the best of your ability.

**Completion of sections B to H is voluntary. However, it is mandatory to complete Section A, sign in Section I and return the questionnaire to Human Resources, even if you choose not to fill out any additional information.**

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 **only** be used for employment equity purposes as part of the Federal Contractors Program (FCP).

### **Privacy Notice**

The information you provide is collected under the authority of sections 18 and 42 of the *Employment Equity Act* to enable our organization to collect workforce data, comply with employment equity legislation and implement employment equity in the workplace.

Participation in the self-identification survey is voluntary. Refusal to provide personal information will result in the incomplete and/or inaccurate capture of our workforce data.

The information you provide will be grouped with other employees' data and shared with the Labour Program of Employment and Social Development Canada (ESDC) for the purpose of complying with employment equity legislation under the Federal Contractors Program.

The information you provide may be used and/or disclosed for policy analysis, research and/or evaluation purposes by ESDC. However, these additional uses and/or disclosures of your personal information will never result in an administrative decision being made about you.

Your personal information is administered by ESDC in accordance with the *Privacy Act* and other applicable laws. You have the right to the protection of, and access to, your personal information, which is described in Personal Information Bank ESDC PPU 729. Instructions for obtaining this information are outlined in the government publication entitled *Info Source*, which is available at the following website address: <http://www.infosource.gc.ca>. *Info Source* may also be accessed online at any Service Canada Centre.

### Section A: (Mandatory completion of Section A) (Please Print)

Name: \_\_\_\_\_ Employee Number: \_\_\_\_\_

Position: \_\_\_\_\_ Location: \_\_\_\_\_

Employment Status: Full-Time  Part-Time  Temporary

### Section B: Gender

Female  Male

**After reading the descriptions in each of the next 3 sections, answer “YES” if any of the following apply to you. Please note that you may self-identify in more than one group.**

### Section 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

### Section 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 & South America)
- East Asian (e.g. Chinese, Japanese, Korean)
- South Asian/East Indian (e.g. Indian, Pakistani, Bangladeshi, 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 member of a visible minority group)

Are you a member of a visible minority? Yes  No

### Section 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 employment by reason of that impairment, or who believe that an employer or potential employer is likely to consider them to be at a disadvantage in employment because of that impairment. This includes people whose functional limitations due to their impairment have been accommodated in their current job or workplace (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 (e.g., unable to speak or difficulty speaking and being understood)
- Deafness or hearing impairment (e.g., 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

### Section 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.

### Section G: Voluntary Employee Participation

1) Please indicate below if you wish to have your employment equity self-identification information used for particular employment equity initiatives.

Yes  No

2) As part of our ongoing employment equity work, from time to time we ask designated group members to participate in various activities (e.g., committees, focus groups) to provide feedback on new programs. If you agree to be contacted directly by the employment equity contact or the Director, Human Resources for this kind of activity, please check "Yes" below.

Yes  No

### Section H: 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 the employment equity contact by phone (780) 450-5265 or email [teresa.persson@albertainnovates.ca](mailto:teresa.persson@albertainnovates.ca).

### Section I: Employee Signature

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Collection and use of personal information: This information is collected in accordance with the Freedom of Information and Privacy Act, section 33(c) for the purposes mentioned above and to comply with the Federal Contractors Program (FCP). It will be treated in accordance with the privacy and protection provisions of Part 2 of the FOIP Act. If you have any questions about the collection and use of your information, please contact:

Director, Human Resources  
Alberta Innovates  
250 Karl Clark Road  
Edmonton, AB T6N 1E4



**From:** Teresa Persson <Teresa.Persson@albertainnovates.ca>  
**Sent:** July 27, 2018 3:45 PM  
**To:** Sharan, Neena [NC] <neena.sharan@labour-travail.gc.ca>  
**Subject:** RE: First Compliance Assessment - Employer # 10000630

Good afternoon Neena,

Please find enclosed required information for the first compliance assessment for Alberta Innovates / InnoTech Alberta (#10000630). We have granted Labour Program ESDC officers access to view our workforce analysis results.

As of July 23, 2018, **528** questionnaires have been distributed with data included in our upload and workforce analysis report. The total number of fully completed self-identification questionnaires returned to date is **465**. We are providing questionnaires to all new employees upon commencement and will continue to update our system records accordingly.

The following documents are attached for your information:

- Workforce Analysis – Detailed Report
- Workforce Analysis – Summary Report
- Achievement Report 2018

If you have any questions or concerns, please feel free to contact me; however, note I will be away from the office from July 28 – August 6.

Kind regards,  
Teresa



**Teresa Persson, CCP**  
*Business Partner – Compensation*  
*Human Resources*

TEL: 780.450.5265 CELL: 780.717.8011  
[teresa.persson@albertainnovates.ca](mailto:teresa.persson@albertainnovates.ca)

250 Karl Clark Road, Edmonton  
Alberta, Canada T6N 1E4

[albertainnovates.ca](http://albertainnovates.ca)

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**From:** [neena.sharan@labour-travail.gc.ca](mailto:neena.sharan@labour-travail.gc.ca) <[neena.sharan@labour-travail.gc.ca](mailto:neena.sharan@labour-travail.gc.ca)>  
**Sent:** Tuesday, July 24, 2018 6:37 AM  
**To:** Teresa Persson <[Teresa.Persson@albertainnovates.ca](mailto:Teresa.Persson@albertainnovates.ca)>; [ee-eme@hrsdc-rhdcc.gc.ca](mailto:ee-eme@hrsdc-rhdcc.gc.ca)  
**Cc:** [neena.sharan@labour-travail.gc.ca](mailto:neena.sharan@labour-travail.gc.ca)  
**Subject:** RE: First Compliance Assessment - Employer # 10000630

Hi Teresa,

My name is Neena Sharan, Assessment Officer working for the Employment Equity Program. This file is assigned to me now.

Thank you sending all the documents for the 1st compliance assessment. While reviewing all the documents sent by you I noticed that the Achievement report is missing and that you have used the old form for Goal setting and Goal Summary report. Please send me a completed Achievement report that you will find in the WEIMS – Help page under the heading FCP. You only need to complete the Work Flow Analysis and Goals page (Table 1-8) in this report. We require for you to set the short and long term numerical goals in this report. This new requirement was introduced with the program changes initiated on June 27, 2013 and will be required prior to closing your file. These long term numerical goals are considered aspirational and can be adjusted over time as your organization continues on its diversity journey. The long term goals can be set same as the short term goals.

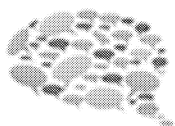
If you have any questions please do not hesitate to contact me.

Thank you.

Neena Sharan

Assessment Officer, Programme du travail  
Emploi et Développement social Canada / Gouvernement du Canada  
[neena.sharan@labour-travail.gc.ca](mailto:neena.sharan@labour-travail.gc.ca) / Tél. : 873-396-0405

Assessment Officer, Labour Program  
Employment and Social Development Canada / Government of Canada  
[neena.sharan@labour-travail.gc.ca](mailto:neena.sharan@labour-travail.gc.ca) / Tel: 873-396-0405



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## Federal Contractors Program Report of the First Compliance Assessment

**Employer Name:** Alberta Innovates / Innotech Alberta Inc.

**Primary Location:** Edmonton, Alberta

**Number of Employees:** 528, Employees are located at:

Alberta – 525

British Columbia - 3

**Organization Overview:**

NAICS : 5417 (Scientific Research and Development Services)

Innotech Alberta is a subsidiary of Alberta Innovates. They offer a diversified range of scientific, engineering and technological research and testing capabilities, and the facilities to support modern technology. They provide advice, technical information and scientific infrastructure for immediate and long term technical needs in the oil and gas industry. They focus on upstream drilling and production operations as well as midstream and downstream pipeline operations.

**Key Dates – First Year Assessment**

Initiated: 2018/01/04  
 Received: 2018/07/30 (Revised)  
 Workforce 2018/07/23  
 Analysis:

**COLLECTION OF WORKFORCE INFORMATION**

	#	%
Number of employees the questionnaire was sent to:	582	100
Number of questionnaires returned:	465	80
Number of completed questionnaires returned:	465	80

- The questionnaire includes appropriate definitions.
- The questionnaire or accompanying documentation indicates that an employee may self-identify as being a member of more than one group.
- The questionnaire has an employee identifier.
- The questionnaire includes a question on gender if this information cannot be obtained from payroll or personnel records.
- The questionnaire indicates that it is available in alternate formats upon request.
- The questionnaire indicates that answering the self-identification questions is voluntary.
- The questionnaire indicates that the information gathered is confidential and will only be

shared with others within the organization in order to carry-out employment equity obligations.

- The questionnaire indicates that employees can update or change information about themselves at any time

#### Observations:

The Self-Id survey template provided by the employer and that was used by the employer was missing the statement “questionnaire is available in alternate formats.”

The employer was advised to add the missing statement to the survey. The survey was approved with this minor change.

### WORKFORCE ANALYSIS & GOAL SETTING

- The workforce analysis was done using WEIMS.
- The organization selected the occupational defaults for establishing external availability estimates or provided reasonable justifications.
- The organization selected the geographic defaults for establishing external availability estimates or provided reasonable justifications.
- The organization appears to have properly coded its positions using the 2011 National Occupational Classification (NOC).
- The organization has set a goal for every designated group in every occupational group where a gap was identified.
- The organization has demonstrated that it has considered the following in setting its short-term goals: the degree of under-representation, the availability, anticipated growth or reduction and anticipated turnover in order to set a goal in each occupational group where a gap was identified.
- The goals set are sufficient to ensure reasonable progress by being above, or at minimum, equal to availability.

#### Observations:

- All short and long term goals are set as per the market availability. Goals were set for each and every gap respectively.
- All goals are set in numerical and percentage format. As per the FCP policy and for the purpose of this assessment only percentage format has been used.

## SUMMARY OF GOALS

### Women

Observations:

- No gap exists in this designated group. The company has set goals as per the market availability but is not required.

### Aboriginal Peoples

Workforce Analysis Results			Goals		Representation	LMA
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term	Long-term		
#	Description		#	(1 to 3 years) # or %	(3 years or more) # or %	%
02	Middle & Other Managers	-2	2.2	2.2	0.0	2.2
03	Professionals	-3	1.4	1.4	0.0	1.4
07	Administrative & Sr Clerical	-2	3.8	3.8	1.3	3.8
10	Clerical	-1	5.0	5.0	0.0	5.0

Observations:

- All the four (4) gaps identified as Aboriginal persons, the organization has set appropriate goals that are equal to the respective labour market availability for each EEOG.

### Person with Disabilities

Workforce Analysis Results			Goals		Representation	LMA
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term	Long-term		
#	Description		#	(1 to 3 years) # or %	(3 years or more) # or %	%

01/ 02	Managers	-2	4.3	4.3	2.4	4.3
03	Professionals	-6	3.8	3.8	0.5	3.8
04	Semi-Professionals & Technicians	-2	4.6	4.6	3.2	4.6
07	Administrative & Sr Clerical Personnel	-2	3.4	3.4	1.3	3.4
10	Clerical Personnel	-2	7.0	7.0	0.0	7.0

## Observations:

- All five (5) gaps identified as Persons with Disabilities, the organization has set appropriate goals that are equal to the respective labour market availability for each EEOG.

**Members of Visible Minorities**

Workforce Analysis Results			Goals		Representation	LMA
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term	Long-term		
#	Description		#	(1 to 3 years) # or %	(3 years or more) # or %	%
05	Supervisors	-1	21.6	21.6	0.0	21.6
07	Administrative & Sr Clerical Personnel	-2	12.6	12.6	10.3	12.6

## Observations:

- For all the gaps identified as Visible Minorities persons, the organization has set appropriate goals that are equal to the respective labour market availability for each EEOG.

**RECOMMENDATION**

I recommend that the employer be found:

in compliance    in non-compliance

Having assessed the data submitted by the employer regarding its workforce and considered its unique circumstances; I recommend that the closing letter include the following:

- In the initial survey that was submitted to FCP and was completed by the employees of the organization, the statement "The survey is available in alternate format" was missing. The self-identification questionnaire is now modified to include this statement

and thus we recommend that the organization communicate with all employees to advise that the questionnaire is available to them and that they can modify previously submitted information at any time.

- Innotech Alberta Inc. has demonstrated through its first compliance assessment submission that they are setting appropriate goals based on labour market availability. However, there are a number of gaps in the designated groups of Indigenous Persons, Person with Disabilities and Members of Visible Minorities. It may be beneficial for this organization to develop relationships with local colleges, universities or other professional associations to identify and hire qualified students or professionals that are part of this designated group through the use of internships or permanent employment when vacancies arise.

**Name of Analyst: Neena Sharan**

**Date: August 16, 2018.**

**From:** Sharan, Neena [NC] **On Behalf Of** EE-EME

**Sent:** September 5, 2018 8:51 AM

**To:** 'katherine.salucop@albertainnovates.ca' <katherine.salucop@albertainnovates.ca>;

'ross.chow@innotechalberta.ca' <ross.chow@innotechalberta.ca>;

'teresa.persson@albertainnovates.ca' <teresa.persson@albertainnovates.ca>

**Subject:** Government of Canada Agreement Number: 10000630 – Notification of Compliance with the Federal Contractors Program

*Cette information est également disponible en français sur demande.*

Dear Katherine Salucop:

I am writing to inform you that the compliance assessment initiated on February 28, 2018 has been completed. As a result of the assessment, InnoTech Alberta Inc. 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 the InnoTech Alberta Inc.'s employment equity program.

- In the initial survey that was submitted to Federal Contractors Program and was completed by the employees of the organization, the statement "The survey is available in alternate format" was missing. The self-identification questionnaire is now modified to include this statement and thus we recommend that the organization communicate with all employees to advise that the questionnaire is available to them and that they can modify previously submitted information at any time.
- Innotech Alberta Inc. has demonstrated through its first compliance assessment submission that they are setting appropriate goals based on labour market availability. However, there are a number of gaps in the designated groups of Indigenous peoples, persons with disabilities and members of visible minorities. It may be beneficial for this organization to develop relationships with local colleges, universities or other professional associations to identify and hire qualified students or professionals that are part of this designated group.

### **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. The next assessment will be initiated on February 28, 2021. 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 InnoTech Alberta Inc. is notified of a subsequent assessment, the following information will be required:

1. Workforce data (Form1 to 6) at the national level.
2. A current workforce analysis; and
3. A completed Achievement Report that includes revised short-term and long-term numerical 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 previous assessment. If reasonable progress has not been made, InnoTech Alberta Inc. 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 Report, as well as a series of training modules.

Should you require any further information regarding your organization's obligations under the FCP, please contact Neena Sharan at [neena.sharan@labour-travail.gc.ca](mailto:neena.sharan@labour-travail.gc.ca).

Your cooperation during the course of this compliance assessment was appreciated and we wish InnoTech Alberta Inc. continued success in achieving a diverse and inclusive workplace.

Workplace Equity Team

Workplace Equity Division, Labour Program  
Employment and Social Development Canada / Government of Canada  
[ee-eme@hrsdc-rhdcc.gc.ca](mailto:ee-eme@hrsdc-rhdcc.gc.ca)



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Join the online **Workplace Equity, Diversity and Inclusion Forum (WEDIF)**, a collaborative space for employers. Send us an email to join!

-----Original Message-----

From: Wendy Holgate <Wendy.Holgate@innotechalberta.ca>

Sent: June 27, 2017 1:33 PM

To: EE-EME <ee-eme@hrsdcc-rhdcc.gc.ca>

Cc: Amanda Prefontaine <Amanda.Prefontaine@innotechalberta.ca>

Subject: Emailing: FCP AGREEMENT INNOTECH AB T8121-160031.pdf

Good morning, in follow up to your email instructions we are pleased to attach the above cited agreement which corresponds with our contract which was awarded to InnoTech Alberta on February 28, 2017 - T8121-160031/001-SS by Transport Canada.

Please do not hesitate to contact me should you have any questions or require any additional information.

Kind regards

Wendy Holgate

Wendy Holgate  
Legal Services, Contracts

TEL: 780-450-5420

Email: [wendy.holgate@innotechalberta.ca](mailto:wendy.holgate@innotechalberta.ca)

250 Karl Clark Road  
Edmonton, Alberta T6N 1E4

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Your message is ready to be sent with the following file or link attachments:

FCP AGREEMENT INNOTECH AB T8121-160031.pdf

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

**From:** Normandin, Ward W [NC]  
**Sent:** January 11, 2018 10:24 AM  
**To:** 'Teresa Persson' <Teresa.Persson@albertainnovates.ca>  
**Subject:** RE: Follow-up to Voicemail re: Federal Contractors Program

Hi Teresa,

It was a pleasure speaking to you this morning. And, thank you for sending in your sample survey. We have two recommendations for you:

1. Gender Question – if you wish, you may adjust this question to the following: Do you identify as a female Y/N. By changing the question in this way, you are able to accommodate many gender identities, if they do not identify as a woman, then they are coded as M, but that does not mean that they have to be a male – if that makes sense.
2. Alternative format – in order to help individuals who may have special needs, we suggest that you add a line about the survey being available in another format(s). One recommendation is to let the individual set up a meeting to have it completed on their behalf by an HR person by calling a certain number. We accept this as alternative format.

I hope this information is helpful.

If you have any questions, please do not hesitate to contact me.

Kind regards,  
Ward

Ward Normandin

Agent de programmes, Programme du travail  
Emploi et Développement social Canada / Gouvernement du Canada  
[ward.normandin@labour-travail.gc.ca](mailto:ward.normandin@labour-travail.gc.ca) / Tél. : 819-654-4334

Program Officer, Labour Program  
Employment and Social Development Canada / Government of Canada  
[ward.normandin@labour-travail.gc.ca](mailto:ward.normandin@labour-travail.gc.ca) / Tel. : 819-654-4334



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Join the online **Workplace Equity, Diversity and Inclusion Forum (WEDIF)**, a collaborative space for employers. Send us an email to join!

**From:** Teresa Persson [<mailto:Teresa.Persson@albertainnovates.ca>]  
**Sent:** 2018-01-11 9:46 AM  
**To:** Normandin, Ward W [NC]  
**Subject:** RE: Follow-up to Voicemail re: Federal Contractors Program

Hi Ward,

Thank you again for taking the time to speak with me about the FCP. As discussed, please find attached the Self Identification Questionnaire that is currently being used by Alberta Innovates / InnoTech Alberta. I look forward to your comments/feedback regarding any changes that we could make.

Also, once Katherine has signed off on the form to grant access to WEIMS I will submit and cc you.

Thanks again and I look forward to working with you on this!

Kind regards,  
Teresa



**Teresa Persson, CCP**  
*Business Partner – Compensation  
Human Resources*

TEL: 780.450.5265 CELL: 780.717.8011  
[teresa.persson@albertainnovates.ca](mailto:teresa.persson@albertainnovates.ca)

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**From:** [ward.normandin@labour-travail.gc.ca](mailto:ward.normandin@labour-travail.gc.ca) [<mailto:ward.normandin@labour-travail.gc.ca>]  
**Sent:** Wednesday, January 10, 2018 11:43 AM  
**To:** Teresa Persson  
**Subject:** RE: Follow-up to Voicemail re: Federal Contractors Program

Hi Teresa,

Thank you for your e-mail. I am available tomorrow morning at 9:15am. Please call me at 819-654-4334 and I would be happy to help you!

All the best,  
Ward

Ward Normandin

Agent de programmes, Programme du travail  
Emploi et Développement social Canada / Gouvernement du Canada  
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**From:** Teresa Persson [<mailto:Teresa.Persson@albertainnovates.ca>]  
**Sent:** 2018-01-10 1:32 PM  
**To:** Normandin, Ward W [NC]  
**Subject:** Follow-up to Voicemail re: Federal Contractors Program  
**Importance:** High

Good morning Ward,

Further to my voicemail, do you have some time to answer a few questions regarding the Federal Contractors Program and requirements for Alberta Innovates/InnoTech Alberta?

I am available for a telephone call tomorrow or Friday morning after 7:15am (MST), which I believe is 9:15 (EST).

I look forward to hearing from you.

Kind regards,  
Teresa



**ALBERTA INNOVATES**

**Teresa Persson, CCP**  
*Business Partner – Compensation  
Human Resources*

TEL: 780.450.5265 CELL: 780.717.8011  
[teresa.persson@albertainnovates.ca](mailto:teresa.persson@albertainnovates.ca)

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All the best,  
Ward

Ward Normandin

Agent de programmes, Programme du travail  
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[ward.normandin@labour-travail.gc.ca](mailto:ward.normandin@labour-travail.gc.ca) / Tel. : 819-654-4334



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**From:** Teresa Persson [<mailto:Teresa.Persson@albertainnovates.ca>]  
**Sent:** 2018-01-10 1:32 PM  
**To:** Normandin, Ward W [NC]  
**Subject:** Follow-up to Voicemail re: Federal Contractors Program  
**Importance:** High

Good morning Ward,

Further to my voicemail, do you have some time to answer a few questions regarding the Federal Contractors Program and requirements for Alberta Innovates/InnoTech Alberta?

I am available for a telephone call tomorrow or Friday morning after 7:15am (MST), which I believe is 9:15 (EST).

I look forward to hearing from you.

Kind regards,  
Teresa



**ALBERTA INNOVATES**

**Teresa Persson, CCP**  
*Business Partner – Compensation  
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