



Workplace Equity Information Management System - Neopost Canada Limited

Workforce Analysis - Detailed Report

Date: 2019-03-11

Women

Employment Equity Occupational Group	Internal Location	All Employees #	Representation		Women Availability		Gap #	Recruitment Area
			#	%	%	#		
01 : Senior Managers	National	4	0	0.0 %	27.6 %	1	-1	National
02 : Middle and Other Managers	National	13	6	46.2 %	39.4 %	5	1	National
03 : Professionals		12	6	50.0 %	52.4 %	6	0	
1121 : Human resources professionals	National	1	1	100.0 %	73.2 %	1	0	National
1123 : Professional occupations in advertising, marketing and public relations	National	2	1	50.0 %	66.6 %	1	0	National
2172 : Database analysts and data administrators	National	1	1	100.0 %	33.0 %	0	1	National
2175 : Web designers and developers	National	1	0	0.0 %	30.8 %	0	0	National
4163 : Business development officers and marketing researchers and consultants	National	7	3	42.9 %	51.3 %	4	-1	National
04 : Semi-Professionals and Technicians		28	3	10.7 %	13.4 %	4	-1	
2241 : Electrical and electronics engineering technologists and technicians	British Columbia	1	0	0.0 %	13.8 %	0	0	British Columbia
2241 : Electrical and electronics engineering technologists and technicians	Ontario	6	0	0.0 %	11.0 %	1	-1	Ontario
2241 : Electrical and electronics engineering technologists and technicians	Québec	4	0	0.0 %	8.4 %	0	0	Québec
2242 : Electronic service technicians (household and business equipment)	Alberta	2	0	0.0 %	7.5 %	0	0	Alberta
2242 : Electronic service technicians (household and business equipment)	British Columbia	2	1	50.0 %	6.4 %	0	1	British Columbia
2242 : Electronic service technicians (household and business equipment)	Ontario	2	0	0.0 %	8.0 %	0	0	Ontario
2242 : Electronic service technicians (household and business equipment)	Québec	2	0	0.0 %	6.1 %	0	0	Québec
2281 : Computer network technicians	Ontario	2	0	0.0 %	21.4 %	0	0	Ontario
2282 : User support technicians	Ontario	5	1	20.0 %	23.9 %	1	0	Ontario
2282 : User support technicians	Québec	2	1	50.0 %	22.1 %	0	1	Québec
05 : Supervisors		1	1	100.0 %	52.0 %	1	0	
Employment Equity Occupational Group	Toronto	1	1	100.0 %	52.0 %	1	0	Toronto
07 : Administrative and Senior Clerical Personnel		5	3	60.0 %	79.4 %	4	-1	
Employment Equity Occupational Group	Québec	1	0	0.0 %	80.4 %	1	-1	Québec
Employment Equity Occupational Group	Toronto	4	3	75.0 %	79.1 %	3	0	Toronto



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Women

Employment Equity Occupational Group	Internal Location	All Employees #	Representation		Women Availability		Gap #	Recruitment Area
			#	%	%	#		
08 : Skilled Sales and Service Personnel		12	4	33.3 %	28.0 %	3	1	
6221 : Technical sales specialists - wholesale trade	Alberta	1	1	100.0 %	23.4 %	0	1	Alberta
6221 : Technical sales specialists - wholesale trade	British Columbia	2	0	0.0 %	27.9 %	1	-1	British Columbia
6221 : Technical sales specialists - wholesale trade	Ontario	6	1	16.7 %	27.9 %	2	-1	Ontario
6221 : Technical sales specialists - wholesale trade	Québec	3	2	66.7 %	29.9 %	1	1	Québec
10 : Clerical Personnel		12	9	75.0 %	65.5 %	8	1	
Employment Equity Occupational Group	Toronto	12	9	75.0 %	65.5 %	8	1	Toronto
11 : Intermediate Sales and Service Personnel		12	9	75.0 %	65.7 %	8	1	
Employment Equity Occupational Group	Calgary	1	1	100.0 %	67.8 %	1	0	Calgary
Employment Equity Occupational Group	Montréal	1	1	100.0 %	63.2 %	1	0	Montréal
Employment Equity Occupational Group	Toronto	8	5	62.5 %	65.7 %	5	0	Toronto
Employment Equity Occupational Group	Vancouver	2	2	100.0 %	66.0 %	1	1	Vancouver
13 : Other Sales and Service Personnel		2	1	50.0 %	55.0 %	1	0	
Employment Equity Occupational Group	Toronto	2	1	50.0 %	55.0 %	1	0	Toronto
Total		101	42	41.6 %	40.6 %	41	1	

Total may not equal sum of components due to rounding.

Sources: 2016 Census and employer's internal data



Workplace Equity Information Management System - Neopost Canada Limited

Workforce Analysis - Detailed Report

Date: 2019-03-11

Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples Representation		Aboriginal Peoples Availability		Gap #	Recruitment Area
			#	%	%	#		
01 : Senior Managers	National	4	0	0.0 %	3.2 %	0	0	National
02 : Middle and Other Managers	National	13	0	0.0 %	2.7 %	0	0	National
03 : Professionals		12	0	0.0 %	2.0 %	0	0	
1121 : Human resources professionals	National	1	0	0.0 %	3.1 %	0	0	National
1123 : Professional occupations in advertising, marketing and public relations	National	2	0	0.0 %	2.1 %	0	0	National
2172 : Database analysts and data administrators	National	1	0	0.0 %	1.5 %	0	0	National
2175 : Web designers and developers	National	1	0	0.0 %	1.6 %	0	0	National
4163 : Business development officers and marketing researchers and consultants	National	7	0	0.0 %	2.0 %	0	0	National
04 : Semi-Professionals and Technicians		28	0	0.0 %	1.9 %	1	-1	
2241 : Electrical and electronics engineering technologists and technicians	British Columbia	1	0	0.0 %	2.8 %	0	0	British Columbia
2241 : Electrical and electronics engineering technologists and technicians	Ontario	6	0	0.0 %	1.7 %	0	0	Ontario
2241 : Electrical and electronics engineering technologists and technicians	Québec	4	0	0.0 %	1.6 %	0	0	Québec
2242 : Electronic service technicians (household and business equipment)	Alberta	2	0	0.0 %	4.1 %	0	0	Alberta
2242 : Electronic service technicians (household and business equipment)	British Columbia	2	0	0.0 %	3.4 %	0	0	British Columbia
2242 : Electronic service technicians (household and business equipment)	Ontario	2	0	0.0 %	1.9 %	0	0	Ontario
2242 : Electronic service technicians (household and business equipment)	Québec	2	0	0.0 %	1.4 %	0	0	Québec
2281 : Computer network technicians	Ontario	2	0	0.0 %	1.7 %	0	0	Ontario
2282 : User support technicians	Ontario	5	0	0.0 %	1.3 %	0	0	Ontario
2282 : User support technicians	Québec	2	0	0.0 %	1.3 %	0	0	Québec
05 : Supervisors		1	0	0.0 %	0.9 %	0	0	
Employment Equity Occupational Group	Toronto	1	0	0.0 %	0.9 %	0	0	Toronto
07 : Administrative and Senior Clerical Personnel		5	0	0.0 %	0.9 %	0	0	
Employment Equity Occupational Group	Québec	1	0	0.0 %	1.4 %	0	0	Québec
Employment Equity Occupational Group	Toronto	4	0	0.0 %	0.8 %	0	0	Toronto



Workplace Equity Information Management System - Neopost Canada Limited

Workforce Analysis - Detailed Report

Date: 2019-03-11

Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples Representation		Aboriginal Peoples Availability		Gap #	Recruitment Area
			#	%	%	#		
08 : Skilled Sales and Service Personnel		12	0	0.0 %	1.5 %	0	0	
6221 : Technical sales specialists - wholesale trade	Alberta	1	0	0.0 %	2.8 %	0	0	Alberta
6221 : Technical sales specialists - wholesale trade	British Columbia	2	0	0.0 %	2.1 %	0	0	British Columbia
6221 : Technical sales specialists - wholesale trade	Ontario	6	0	0.0 %	1.2 %	0	0	Ontario
6221 : Technical sales specialists - wholesale trade	Québec	3	0	0.0 %	1.1 %	0	0	Québec
10 : Clerical Personnel		12	2	16.7 %	0.8 %	0	2	
Employment Equity Occupational Group	Toronto	12	2	16.7 %	0.8 %	0	2	Toronto
11 : Intermediate Sales and Service Personnel		12	0	0.0 %	1.3 %	0	0	
Employment Equity Occupational Group	Calgary	1	0	0.0 %	3.0 %	0	0	Calgary
Employment Equity Occupational Group	Montréal	1	0	0.0 %	0.8 %	0	0	Montréal
Employment Equity Occupational Group	Toronto	8	0	0.0 %	0.8 %	0	0	Toronto
Employment Equity Occupational Group	Vancouver	2	0	0.0 %	2.5 %	0	0	Vancouver
13 : Other Sales and Service Personnel		2	0	0.0 %	1.0 %	0	0	
Employment Equity Occupational Group	Toronto	2	0	0.0 %	1.0 %	0	0	Toronto
Total		101	2	2.0 %	1.7 %	1	1	

Total may not equal sum of components due to rounding.

Sources: 2016 Census and employer's internal data



Workplace Equity Information Management System - Neopost Canada Limited

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Date: 2019-03-11

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
			#	%	%	#		
01 : Senior Managers	National	4	0	0.0 %	11.5 %	0	0	National
02 : Middle and Other Managers	National	13	1	7.7 %	17.6 %	2	-1	National
03 : Professionals		12	7	58.3 %	24.7 %	3	4	
1121 : Human resources professionals	National	1	1	100.0 %	16.7 %	0	1	National
1123 : Professional occupations in advertising, marketing and public relations	National	2	2	100.0 %	18.8 %	0	2	National
2172 : Database analysts and data administrators	National	1	1	100.0 %	35.5 %	0	1	National
2175 : Web designers and developers	National	1	0	0.0 %	27.5 %	0	0	National
4163 : Business development officers and marketing researchers and consultants	National	7	3	42.9 %	25.7 %	2	1	National
04 : Semi-Professionals and Technicians		28	11	39.3 %	27.5 %	8	3	
2241 : Electrical and electronics engineering technologists and technicians	British Columbia	1	0	0.0 %	32.3 %	0	0	British Columbia
2241 : Electrical and electronics engineering technologists and technicians	Ontario	6	3	50.0 %	30.6 %	2	1	Ontario
2241 : Electrical and electronics engineering technologists and technicians	Québec	4	1	25.0 %	11.4 %	0	1	Québec
2242 : Electronic service technicians (household and business equipment)	Alberta	2	0	0.0 %	23.0 %	0	0	Alberta
2242 : Electronic service technicians (household and business equipment)	British Columbia	2	0	0.0 %	29.4 %	1	-1	British Columbia
2242 : Electronic service technicians (household and business equipment)	Ontario	2	2	100.0 %	31.1 %	1	1	Ontario
2242 : Electronic service technicians (household and business equipment)	Québec	2	1	50.0 %	13.9 %	0	1	Québec
2281 : Computer network technicians	Ontario	2	1	50.0 %	38.7 %	1	0	Ontario
2282 : User support technicians	Ontario	5	3	60.0 %	38.8 %	2	1	Ontario
2282 : User support technicians	Québec	2	0	0.0 %	20.8 %	0	0	Québec
05 : Supervisors		1	1	100.0 %	51.5 %	1	0	
Employment Equity Occupational Group	Toronto	1	1	100.0 %	51.5 %	1	0	Toronto
07 : Administrative and Senior Clerical Personnel		5	2	40.0 %	33.1 %	2	0	
Employment Equity Occupational Group	Québec	1	0	0.0 %	3.3 %	0	0	Québec
Employment Equity Occupational Group	Toronto	4	2	50.0 %	40.6 %	2	0	Toronto



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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
			#	%	%	#		
08 : Skilled Sales and Service Personnel		12	0	0.0 %	19.5 %	2	-2	
6221 : Technical sales specialists - wholesale trade	Alberta	1	0	0.0 %	12.9 %	0	0	Alberta
6221 : Technical sales specialists - wholesale trade	British Columbia	2	0	0.0 %	26.1 %	1	-1	British Columbia
6221 : Technical sales specialists - wholesale trade	Ontario	6	0	0.0 %	22.8 %	1	-1	Ontario
6221 : Technical sales specialists - wholesale trade	Québec	3	0	0.0 %	10.9 %	0	0	Québec
10 : Clerical Personnel		12	6	50.0 %	52.2 %	6	0	
Employment Equity Occupational Group	Toronto	12	6	50.0 %	52.2 %	6	0	Toronto
11 : Intermediate Sales and Service Personnel		12	8	66.7 %	50.6 %	6	2	
Employment Equity Occupational Group	Calgary	1	0	0.0 %	37.7 %	0	0	Calgary
Employment Equity Occupational Group	Montréal	1	0	0.0 %	26.6 %	0	0	Montréal
Employment Equity Occupational Group	Toronto	8	7	87.5 %	54.7 %	4	3	Toronto
Employment Equity Occupational Group	Vancouver	2	1	50.0 %	52.6 %	1	0	Vancouver
13 : Other Sales and Service Personnel		2	0	0.0 %	58.2 %	1	-1	
Employment Equity Occupational Group	Toronto	2	0	0.0 %	58.2 %	1	-1	Toronto
Total		101	36	35.6 %	31.1 %	31	5	

Total may not equal sum of components due to rounding.

Sources: 2016 Census and employer's internal data



Workplace Equity Information Management System - Neopost Canada Limited

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Date: 2019-03-11

Persons with Disabilities

Employment Equity Occupational Group	Internal Location	All Employees #	Persons with Disabilities Representation		Persons with Disabilities Availability		Gap #	Recruitment Area
			#	%	%	#		
01/02 : Managers	National	17	0	0.0 %	5.0 %	1	-1	National
03 : Professionals	National	12	0	0.0 %	8.9 %	1	-1	National
04 : Semi-Professionals and Technicians	National	28	3	10.7 %	7.6 %	2	1	National
05 : Supervisors	National	1	0	0.0 %	27.5 %	0	0	National
07 : Administrative and Senior Clerical Personnel	National	5	0	0.0 %	10.0 %	1	-1	National
08 : Skilled Sales and Service Personnel	National	12	0	0.0 %	8.0 %	1	-1	National
10 : Clerical Personnel	National	12	0	0.0 %	9.3 %	1	-1	National
11 : Intermediate Sales and Service Personnel	National	12	1	8.3 %	10.8 %	1	0	National
13 : Other Sales and Service Personnel	National	2	0	0.0 %	10.7 %	0	0	National
Total		101	4	4.0 %	8.3 %	8	-4	

Total may not equal sum of components due to rounding.

Sources: 2017 Canadian Survey on Disability and employer's internal data



Workforce Analysis - Detailed Report

Date: 2019-03-11

WFA Defaults - Women, Aboriginal Peoples and Visible Minorities

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



Workforce Analysis - Detailed Report

Date: 2019-03-11

WFA Defaults - Persons with Disabilities

Employment Equity Occupational Group	Perform Analysis By	Recruitment Area
01/02 : Managers	EEOG	National
03 : Professionals	EEOG	National
04 : Semi-Professionals and Technicians	EEOG	National
05 : Supervisors	EEOG	National
07 : Administrative and Senior Clerical Personnel	EEOG	National
08 : Skilled Sales and Service Personnel	EEOG	National
10 : Clerical Personnel	EEOG	National
11 : Intermediate Sales and Service Personnel	EEOG	National
13 : Other Sales and Service Personnel	EEOG	National



Workplace Equity Information Management System - Neopost Canada Limited

Workforce Analysis - Summary Report

Date: 2019-03-11

Women

Employment Equity Occupational Group	Women					
	All Employees #	Representation		Availability		Gap #
		#	%	%	#	
01 : Senior Managers	4	0	0.0 %	27.6 %	1	-1
02 : Middle and Other Managers	13	6	46.2 %	39.4 %	5	1
03 : Professionals	12	6	50.0 %	52.4 %	6	0
04 : Semi-Professionals and Technicians	28	3	10.7 %	13.4 %	4	-1
05 : Supervisors	1	1	100.0 %	52.0 %	1	0
07 : Administrative and Senior Clerical Personnel	5	3	60.0 %	79.4 %	4	-1
08 : Skilled Sales and Service Personnel	12	4	33.3 %	28.0 %	3	1
10 : Clerical Personnel	12	9	75.0 %	65.5 %	8	1
11 : Intermediate Sales and Service Personnel	12	9	75.0 %	65.7 %	8	1
13 : Other Sales and Service Personnel	2	1	50.0 %	55.0 %	1	0
Total	101	42	41.6 %	40.6 %	41	1

Total may not equal sum of components due to rounding.



Workplace Equity Information Management System - Neopost Canada Limited

Workforce Analysis - Summary Report

Date: 2019-03-11

Aboriginal Peoples

Employment Equity Occupational Group	Aboriginal Peoples					
	All Employees #	Representation		Availability		Gap #
		#	%	%	#	
01 : Senior Managers	4	0	0.0 %	3.2 %	0	0
02 : Middle and Other Managers	13	0	0.0 %	2.7 %	0	0
03 : Professionals	12	0	0.0 %	2.0 %	0	0
04 : Semi-Professionals and Technicians	28	0	0.0 %	1.9 %	1	-1
05 : Supervisors	1	0	0.0 %	0.9 %	0	0
07 : Administrative and Senior Clerical Personnel	5	0	0.0 %	0.9 %	0	0
08 : Skilled Sales and Service Personnel	12	0	0.0 %	1.5 %	0	0
10 : Clerical Personnel	12	2	16.7 %	0.8 %	0	2
11 : Intermediate Sales and Service Personnel	12	0	0.0 %	1.3 %	0	0
13 : Other Sales and Service Personnel	2	0	0.0 %	1.0 %	0	0
Total	101	2	2.0 %	1.7 %	1	1

Total may not equal sum of components due to rounding.



Workplace Equity Information Management System - Neopost Canada Limited

Workforce Analysis - Summary Report

Date: 2019-03-11

Members of Visible Minorities

Employment Equity Occupational Group	Members of Visible Minorities					
	All Employees	Representation		Availability		Gap
		#	#	%	%	
01 : Senior Managers	4	0	0.0 %	11.5 %	0	0
02 : Middle and Other Managers	13	1	7.7 %	17.6 %	2	-1
03 : Professionals	12	7	58.3 %	24.7 %	3	4
04 : Semi-Professionals and Technicians	28	11	39.3 %	27.5 %	8	3
05 : Supervisors	1	1	100.0 %	51.5 %	1	0
07 : Administrative and Senior Clerical Personnel	5	2	40.0 %	33.1 %	2	0
08 : Skilled Sales and Service Personnel	12	0	0.0 %	19.5 %	2	-2
10 : Clerical Personnel	12	6	50.0 %	52.2 %	6	0
11 : Intermediate Sales and Service Personnel	12	8	66.7 %	50.6 %	6	2
13 : Other Sales and Service Personnel	2	0	0.0 %	58.2 %	1	-1
Total	101	36	35.6 %	31.1 %	31	5

Total may not equal sum of components due to rounding.



Workplace Equity Information Management System - Neopost Canada Limited

Workforce Analysis - Summary Report

Date: 2019-03-11

Persons with Disabilities

Employment Equity Occupational Group	All Employees #	Persons with Disabilities				Gap #
		Representation		Availability		
		#	%	%	#	
01/02 : Managers	17	0	0.0 %	5.0 %	1	-1
03 : Professionals	12	0	0.0 %	8.9 %	1	-1
04 : Semi-Professionals and Technicians	28	3	10.7 %	7.6 %	2	1
05 : Supervisors	1	0	0.0 %	27.5 %	0	0
07 : Administrative and Senior Clerical Personnel	5	0	0.0 %	10.0 %	1	-1
08 : Skilled Sales and Service Personnel	12	0	0.0 %	8.0 %	1	-1
10 : Clerical Personnel	12	0	0.0 %	9.3 %	1	-1
11 : Intermediate Sales and Service Personnel	12	1	8.3 %	10.8 %	1	0
13 : Other Sales and Service Personnel	2	0	0.0 %	10.7 %	0	0
Total	101	4	4.0 %	8.3 %	8	-4

Total may not equal sum of components due to rounding.



Workforce Analysis - Summary Report

Date: 2019-03-11

WFA Defaults - Women, Aboriginal Peoples and Visible Minorities

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



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WFA Defaults - Persons with Disabilities

Employment Equity Occupational Group	Perform Analysis By	Recruitment Area
01/02 : Managers	EEOG	National
03 : Professionals	EEOG	National
04 : Semi-Professionals and Technicians	EEOG	National
05 : Supervisors	EEOG	National
07 : Administrative and Senior Clerical Personnel	EEOG	National
08 : Skilled Sales and Service Personnel	EEOG	National
10 : Clerical Personnel	EEOG	National
11 : Intermediate Sales and Service Personnel	EEOG	National
13 : Other Sales and Service Personnel	EEOG	National

Federal Contractors Program Achievement Report
Part 1: Workforce Analysis
Neopost Canada Limited
2019-03-11

Data from First/Previous Workforce Analysis
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↓ ↓ ↓

Data from First/Previous Workforce Analysis		
YYYY	MM	DD
2019	03	11

Data from Subsequent/Current Workforce Analysis
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↓ ↓ ↓

Data from Subsequent/Current Workforce Analysis		
YYYY	MM	DD

Employment Equity Occupational Group (EEOG)		Table 1: Women		
		First/Previous Workforce Analysis		
		All Employees	Women	
		#	Representation	Availability*
		#	#	%
01	Senior Managers	4	0	27.6
02	Middle & Other Managers	13	6	39.4
03	Professionals	12	6	52.4
04	Semi-Professionals & Technicians	28	3	13.4
05	Supervisors	1	1	52.0
06	Supervisors: Crafts & Trades	0	0	0.0
07	Administrative & Senior Clerical Personnel	5	3	79.4
08	Skilled Sales & Service Personnel	12	4	28.0
09	Skilled Crafts & Trades Workers	0	0	0.0
10	Clerical Personnel	12	9	65.5
11	Intermediate Sales & Service Personnel	12	9	65.7
12	Semi-Skilled Manual Workers	0	0	0.0
13	Other Sales & Service Personnel	2	1	55.0
14	Other Manual Workers	0	0	0.0
Total		101	42	40.6

Table 5: Women		
Subsequent/Current Workforce Analysis		
All Employees	Women	
#	Representation	Availability*
#	#	%
0	0	

* Source:

* Source:

Federal Contractors Program Achievement Report

Part 1: Workforce Analysis

Neopost Canada Limited

2019-03-11

Federal Contractors Program Achievement Report

Part 2: Flow Data Analysis

Neopost Canada Limited

43535

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 (EOG)	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
Total	0	0	0	0	0	0	0	0	0	0	0	0

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Part 2: Flow Data Analysis

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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 (EOG)	Full-time / National		Part-time / National	
	All Employees Hired	Aboriginal Peoples Hired	All Employees Hired	Aboriginal Peoples Hired
	#	#	#	#
	01 Senior Managers	0	0	0
02 Middle & Other Managers	0	0	0	0
03 Professionals	0	0	0	0
04 Semi-Professionals & Technicians	0	0	0	0
05 Supervisors	0	0	0	0
06 Supervisors: Crafts & Trades	0	0	0	0
07 Administrative & Senior Clerical Personnel	0	0	0	0
08 Skilled Sales & Service Personnel	0	0	0	0
09 Skilled Crafts & Trades Workers	0	0	0	0
10 Clerical Personnel	0	0	0	0
11 Intermediate Sales & Service Personnel	0	0	0	0
12 Semi-Skilled Manual Workers	0	0	0	0
13 Other Sales & Service Personnel	0	0	0	0
14 Other Manual Workers	0	0	0	0
Total	0	0	0	0

Full-time / National		Part-time / National	
All Employees Promoted	Aboriginal Peoples Promoted	All Employees Promoted	Aboriginal Peoples Promoted
#	#	#	#
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

Full-time / National		Part-time / National	
All Employees Terminated	Aboriginal Peoples Terminated	All Employees Terminated	Aboriginal Peoples Terminated
#	#	#	#
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

Federal Contractors Program Achievement Report

Part 2: Flow Data Analysis

Neopost Canada Limited

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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 3: Persons with Disabilities

Table 7: Persons with Disabilities

Table 11: Persons with Disabilities

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

Full-time / National		Part-time / National	
All Employees Promoted	Persons with Disabilities Promoted	All Employees Promoted	Persons with Disabilities Promoted
#	#	#	#
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

Full-time / National		Part-time / National	
All Employees Terminated	Persons with Disabilities Terminated	All Employees Terminated	Persons with Disabilities Terminated
#	#	#	#
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

Federal Contractors Program Achievement Report

Part 2: Flow Data Analysis

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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 (EEOG)	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
Total	0	0	0	0	0	0	0	0	0	0	0	0

Federal Contractors Program Achievement Report

Part 3: Goals

Neopost Canada Limited

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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 [†]	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis [‡]	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										3 Year Goals								
		Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	From - To		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years		
		Number	Actual		Projected		Actual		Projected			Number	From - To							
		YYYY-MM-DD	Actual	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Number	2019	2022	%	#	#	%	%		
2019-03-11	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2019-03-11	Annually	Over 3 Years	#	%	#	%	%	#	#	%			
	#	%	%	#	%	%	#	#	%	#	%	#	%	%	#	#	%			
01	Senior Managers	4	-100.0%		0	0.0%		0	0	0	0.0%	0	1	0	27.6	27.6%	-1	-1	0.0%	0.0%
02	Middle & Other Managers	13	-100.0%		0	0.0%		0	0	6	0.0%	0	-1	0		39.4%	1	1	46.2%	46.2%
03	Professionals	12	-100.0%		0	0.0%		0	0	6	0.0%	0	0	0		52.4%	0	0	50.0%	50.0%
04	Semi-Professionals & Tech	28	-100.0%		0	0.0%	1.0%	1	1	3	1.0%	0	1	13	13.4	13.4%	-1	12	10.7%	57.1%
05	Supervisors	1	-100.0%		0	0.0%		0	0	1	0.0%	0	0	0		52.0%	0	0	100.0%	100.0%
06	Supervisors: Crafts & Trades	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	5	-100.0%	13.0%	0	0.0%		0	0	3	0.0%	0	1	0		79.4%	-1	-1	60.0%	60.0%
08	Skilled Sales & Service	12	-100.0%		5	0.0%	20.0%	7	12	4	20.0%	2	3	0		28.0%	1	-3	33.3%	11.8%
09	Skilled Crafts & Trades	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
10	Clerical Personnel	12	-100.0%		0	0.0%	4.0%	1	1	9	4.0%	1	0	0		65.5%	1	0	75.0%	66.7%
11	Intermediate Sales & Service	12	-100.0%		0	0.0%	3.0%	1	1	9	3.0%	1	0	0		65.7%	1	0	75.0%	66.7%
12	Semi-Skilled Manual	0	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	2	-100.0%		0	0.0%		0	0	1	0.0%	0	0	0		55.0%	0	0	50.0%	50.0%
14	Other Manual Workers	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
Total		101	-100.0%	13.0%	39	0.0%	28.0%	85	124	42	28.0%	35	50	50	40.5%	40.6%	1	0	41.6%	40.7%

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis ÷ Previous number of employees from Workforce Analysis)^{1/3} - 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	0	27.6	0	27.6	To help achieve our employment equity goals, we will:
02	Middle & Other Managers	0		0		- Provide funding for training and potentially apprenticeship positions
03	Professionals	0		0		- Select a member of a marginalized group when qualifications and seniority are relatively equal in a job competition
04	Semi-Professionals & Tech	13	13.4	0	13.4	- Target outreach to marginalized group communities (i.e. various government sponsored programs that help recruit within those communities)
05	Supervisors	0		0		- Continue to train on anti-harrasment programs and policies
06	Supervisors: Crafts & Trades	0		0		- Continue to allow work-family balance policies such as flexible work hours
07	Administrative & Sr Clerical	0		0		- Formalize mentoring programs and continue to promote promotions from within to help encourage growth for all groups
08	Skilled Sales & Service	0		0		
09	Skilled Crafts & Trades	0		0		
10	Clerical Personnel	0		0		

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Part 3: Goals

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11	Intermediate Sales & Service	0		0	
12	Semi-Skilled Manual	0		0	
13	Other Sales & Service	0		0	
14	Other Manual Workers	0		0	
Total		50.0	40.5	0	0.0

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Part 3: Goals

Neopost Canada Limited

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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 [†]	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis [‡]	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 3: Aboriginal Peoples

First/Previous Short-term Goals

Employment Equity Occupational Group (EEOG)	All Employees	Aboriginal Peoples																				
		Number		Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number		Turnover (Replacement of Terminated Employees)		3 Year Goals		Hires Required Over 3 Years	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	Present Gap	Projected Gap						
		2019-03-11	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2019-03-11	Annually	Over 3 Years	2019	2022	%	%	%	%	%				
		#	%	%	#	%	%	#	#	#	%	#	#	%	%	%	#	#	%	%		
01 Senior Managers	4	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0	3.2%	0	0	0.0%	0.0%		
02 Middle & Other Managers	13	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0	2.7%	0	0	0.0%	0.0%		
03 Professionals	12	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0	2.0%	0	0	0.0%	0.0%		
04 Semi-Professionals & Tech	28	-100.0%		0	0.0%	1.0%	1	1	0	1.0%	0	1	2	1.9	1.9%	-1	1	0.0%	7.1%			
05 Supervisors	1	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.9%	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	#DIV/0!	#DIV/0!			
07 Administrative & Sr Clerical	5	-100.0%	13.0%	0	0.0%		0	0	0	0.0%	0	0	0	0	0.9%	0	0	0.0%	0.0%			
08 Skilled Sales & Service	12	-100.0%	13.0%	5	0.0%	20.0%	7	12	0	20.0%	0	0	0	0	1.5%	0	0	0.0%	0.0%			
09 Skilled 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!			
10 Clerical Personnel	12	-100.0%		0	0.0%	4.0%	1	1	2	4.0%	0	-2	0	0	0.8%	2	2	16.7%	16.7%			
11 Intermediate Sales & Service	12	-100.0%		0	0.0%	3.0%	1	1	0	3.0%	0	0	0	0	1.3%	0	0	0.0%	0.0%			
12 Semi-Skilled Manual	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!			
13 Other Sales & Service	2	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	1.0%	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	#DIV/0!	#DIV/0!			
Total	101	-100.0%	13.0%	39	0.0%	28.0%	85	124	2	28.0%	2	2	2	1.7%	1.7%	0	0	2.0%	1.4%			

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis ÷ Previous number of employees from Workforce Analysis)^{1/3} - 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 (EEOG)	Aboriginal Peoples				Comments
	Short-term Goals		Long-term Goals		
	#	%	#	%	
01 Senior Managers	0		0	0.0	To help achieve our employment equity goals, we will:
02 Middle & Other Managers	0		0	0.0	- Provide funding for training and potentially apprenticeship positions
03 Professionals	0		0	0.0	- Select a member of a marginalized group when qualifications and seniority are relatively equal in a job competition
04 Semi-Professionals & Tech	2	1.9	0	1.9	- Target outreach to marinalized group communities (i.e. various government sponsored programs that help recruit within those communities)
05 Supervisors	0		0	0.0	- Continue to train on anti-harrassment programs and policies
06 Supervisors: Crafts & Trades	0		0	0.0	- Continue to allow work-family balance policies such as flexible work hours
07 Administrative & Sr Clerical	0		0	0.0	- Formalize mentoring programs and continue to promote promotions from within to help encourage growth for all groups
08 Skilled Sales & Service	0		0	0.0	
09 Skilled Crafts & Trades	0		0	0.0	
10 Clerical Personnel	0		0	0.0	

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Part 3: Goals

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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		2	1.7	0	0.0

Federal Contractors Program Achievement Report

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Part 3: Goals

Neopost Canada Limited

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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 [†]	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis [‡]	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 (EEOG)		Table 5: Persons with Disabilities																		
		First/Previous Short-term Goals																		
		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					
2019-03-11	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	#	#	%	#	%	%	%	%	#	#	%	%		
01/02	Managers	17	-100.0%		0	0.0%		0	0	0.0%	0	1	0	5.0	5.0%	-1	-1	0.0%	0.0%	
03	Professionals	12	-100.0%		0	0.0%		0	0	0.0%	0	1	0	8.9	8.9%	-1	-1	0.0%	0.0%	
04	Semi-Professionals & Tech	28	-100.0%		0	0.0%		0	3	0.0%	0	-1	0		7.6%	1	1	10.7%	10.7%	
05	Supervisors	1	-100.0%		0	0.0%	1.0%	0	0	1.0%	0	0	0		27.5%	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	#DIV/0!	#DIV/0!	
07	Administrative & Sr Clerical	5	-100.0%		0	0.0%		0	0	0.0%	0	1	0	10.0	10.0%	-1	-1	0.0%	0.0%	
08	Skilled Sales & Service	12	-100.0%		0	0.0%		0	0	0.0%	0	1	0	8.0	8.0%	-1	-1	0.0%	0.0%	
09	Skilled Crafts & Trades	0	0.0%	13.0%	0	0.0%	20.0%	0	0	20.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!	
10	Clerical Personnel	12	-100.0%		0	0.0%		0	0	0.0%	0	1	0	9.3	9.3%	-1	-1	0.0%	0.0%	
11	Intermediate Sales & Service	12	-100.0%		0	0.0%	4.0%	1	1	4.0%	0	0	0		10.8%	0	0	8.3%	8.3%	
12	Semi-Skilled Manual	0	0.0%		0	0.0%	3.0%	0	0	3.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!	
13	Other Sales & Service	2	-100.0%		0	0.0%		0	0	0.0%	0	0	0		10.7%	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	#DIV/0!	#DIV/0!	
Total		101	-100.0%	13.0%	39	0.0%	28.0%	85	124	28.0%	3	11	1,029	8.3	8.3%	-4	1,018	4.0%	735.7%	

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis ÷ Previous number of employees from Workforce Analysis)^{1/3} - 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 (EEOG)		Persons with Disabilities				Comments
		Short-term Goals		Long-term Goals		
		#	%	#	%	
01/02	Managers	0	5.0	0	5.0	To help achieve our employment equity goals, we will:
03	Professionals	0	8.9	0	8.9	- Provide funding for training and potentially apprenticeship positions
04	Semi-Professionals & Tech	0		0		- Select a member of a marginalized group when qualifications and seniority are relatively equal in a job competition
05	Supervisors	0		0		- Target outreach to marginalized group communities (i.e. various government sponsored programs that help recruit within those communities)
06	Supervisors: Crafts & Trades	0		0		- Continue to train on anti-harrassment programs and policies
07	Administrative & Sr Clerical	0	10.0	0	10.0	- Continue to allow work-family balance policies such as flexible work hours
08	Skilled Sales & Service	0	8.0	0	8.0	- Formalize mentoring programs and continue to promote promotions from within to help encourage growth for all groups
09	Skilled Crafts & Trades	0		0		
10	Clerical Personnel	0	9.3	0	9.3	
11	Intermediate Sales & Service	0		0		
12	Semi-Skilled Manual	0		0		

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13	Other Sales & Service	0		0	
14	Other Manual Workers	0		0	
Total		1,029	830.0	0	0.0

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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†	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis‡	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 (EEOG)		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)		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	Hires Required Over 3 Years	From - To							
		2019-03-11	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2019-03-11	Annually	Over 3 Years	Hires Required Over 3 Years	2019	2022							
		#	%	%	#	%	%	#	#	%	#	#	#	%	%	#	#	%	%		
01	Senior Managers	4	-100.0%		0	0.0%		0	0	0	0.0%	0	0	0	0	11.5%	0	0	0.0%	0.0%	
02	Middle & Other Managers	13	-100.0%		0	0.0%		0	0	1	0.0%	0	1	0	17.6	17.6%	-1	-1	7.7%	7.7%	
03	Professionals	12	-100.0%		0	0.0%		0	0	7	0.0%	0	-4	0	24.7%	4	4	58.3%	58.3%		
04	Semi-Professionals & Tech	28	-100.0%		0	0.0%	1.0%	1	1	11	1.0%	0	-3	0	27.5%	3	3	39.3%	39.3%		
05	Supervisors	1	-100.0%		0	0.0%		0	0	1	0.0%	0	0	0	51.5%	0	0	100.0%	100.0%		
06	Supervisors: Crafts & Trades	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	5	-100.0%		0	0.0%		0	0	2	0.0%	0	0	0	33.1%	0	0	40.0%	40.0%		
08	Skilled Sales & Service	12	-100.0%	13.0%	5	0.0%	20.0%	7	12	0	20.0%	0	3	234	19.5	19.5%	-2	231	0.0%	1376.5%	
09	Skilled Crafts & Trades	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!		
10	Clerical Personnel	12	-100.0%		0	0.0%	4.0%	1	1	6	4.0%	1	1	0	52.2%	0	-1	50.0%	41.7%		
11	Intermediate Sales & Service	12	-100.0%		0	0.0%	3.0%	1	1	8	3.0%	1	-1	0	50.6%	2	1	66.7%	58.3%		
12	Semi-Skilled Manual	0	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	2	-100.0%		0	0.0%		0	0	0	0.0%	0	1	0	58.2	58.2%	-1	-1	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	#DIV/0!	#DIV/0!		
Total		101	-100.0%	13.0%	39	0.0%	28.0%	85	124	36	28.0%	30	38	3,832	30.9	31.1%	5	3,794	35.6%	2741.4%	

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis ÷ Previous number of employees from Workforce Analysis)^{1/3} - 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 (EEOG)		Members of Visible Minorities				Comments
		Short-term Goals		Long-term Goals		
		#	%	#	%	
01	Senior Managers	0		0		To help achieve our employment equity goals, we will: - Provide funding for training and potentially apprenticeship positions - Select a member of a marginalized group when qualifications and seniority are relatively equal in a job competition - Target outreach to marinalized group communities (i.e. various government sponsored programs that help recruit within those communities) - Continue to train on anti-harrasment programs and policies - Continue to allow work-family balance policies such as flexible work hours - Formalize mentoring programs and continue to promote promotions from within to help encourage growth for all groups
02	Middle & Other Managers	0	17.6	0	17.6	
03	Professionals	0		0		
04	Semi-Professionals & Tech	0		0		
05	Supervisors	0		0		
06	Supervisors: Crafts & Trades	0		0		
07	Administrative & Sr Clerical	0		0		
08	Skilled Sales & Service	234	19.5	0	19.5	
09	Skilled Crafts & Trades	0		0		
10	Clerical Personnel	0		0		

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11	Intermediate Sales & Service	0		0	
12	Semi-Skilled Manual	0		0	
13	Other Sales & Service	0	58.2	0	58.2
14	Other Manual Workers	0		0	
Total		3,832	3090.0	0	0.0

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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†	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis‡	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 (EEOG)	All Employees								Women										
	Number YYYY-MM-DD	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number YYYY-MM-DD	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
		Actual	Projected		Actual	Projected				Annually	Over 3 Years		From - To YYYY - YYYY	0					
	--	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	-100.0%		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	0.0%		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	-100.0%		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	0.0%		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	-100.0%		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)^{1/3} - 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 (EEOG)	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	

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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

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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†	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis‡	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 (EEOG)	All Employees								Aboriginal Peoples										
	Number YYYY-MM-DD	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number YYYY-MM-DD	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
		Actual	Projected		Actual	Projected				Annually	Over 3 Years		From - To YYYY - YYYY	0					
	--	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	-100.0%		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	0.0%		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	-100.0%		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	0.0%		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	-100.0%		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)^{1/3} - 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 (EEOG)	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	

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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

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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†	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis‡	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 13: Persons with Disabilities

Subsequent/Current Short-term Goals

Employment Equity Occupational Group (EEOG)	All Employees								Persons with Disabilities										
	Number YYYY-MM-DD	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number YYYY-MM-DD	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals From - To YYYY - YYYY		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
		Actual	Projected	Over 3 Years	Actual	Projected	Over 3 Years			Annually	Over 3 Years		0	3					
	--	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	#	#	%	#	#	%	%	#	#	%	%	
	#	%	%	#	%	%	#	#	#	%	#	#	%	%	#	#	%	%	
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	-100.0%		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	0.0%		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	-100.0%		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	0.0%		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	-100.0%		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)^{1/3} - 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 (EEOG)	Persons with Disabilities				Comments
	Short-term Goals		Long-term Goals		
		%		%	
01/02 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	

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13	Other Sales & Service		0.0		0.0
14	Other Manual Workers		0.0		0.0
Total			0.0		0.0

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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†	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis‡	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

Employment Equity Occupational Group (EEOG)		Subsequent/Current Short-term Goals																		
		All Employees								Members of Visible Minorities										
		Number YYYY-MM-DD	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number YYYY-MM-DD	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals From - To YYYY - YYYY		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
			Actual	Projected	Over 3 Years	Actual	Projected	Over 3 Years			Annually	Over 3 Years		0	3					
		--	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	#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	#DIV/0!	#DIV/0!	
03	Professionals	0	-100.0%		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	#DIV/0!	#DIV/0!	
05	Supervisors	0	-100.0%		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	#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	#DIV/0!	#DIV/0!	
08	Skilled Sales & Service	0	-100.0%		0	0.0%		0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
09	Skilled Crafts & Trades	0	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	#DIV/0!	#DIV/0!	
11	Intermediate Sales & Service	0	-100.0%		0	0.0%		0	0	0.0%	0	0	0	0.0%	0	0	0	#DIV/0!	#DIV/0!	
12	Semi-Skilled Manual	0	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	-100.0%		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	#DIV/0!	#DIV/0!	
Total		0	-100.0%		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)^{1/3} - 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 (EEOG)		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	

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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

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Part 4: Results - Women

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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	Women							All Employees	Women			All Employees	Women			All Employees	Women					
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference							
#	#	#	%	%	#	#	%	#	#	%	#	#	#	#	%	#	#	#	#	%	#	#		
01 Senior Managers	2019	4	0	0.0	27.6	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	0
02 Middle & Other Managers	2019	13	6	46.2	39.4	5	1	117.1																
	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
03 Professionals	2019	12	6	50.0	52.4	6	0	95.4																
	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
04 Semi-Professionals & Technicians	2019	28	3	10.7	13.4	4	-1	80.0																
	0	0	0	0.0	0.0	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	2019	1	1	100.0	52.0	1	0	192.3																
	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
06 Supervisors: Crafts & Trades	2019	0	0	0.0	0.0	0	0	0.0																
	0	0	0	0.0	0.0	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 ÷ 1 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						
			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	27.6	0.0	0	0.0	27.6	0.0		
	3	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	0	0.0	0.0	0.0		
	3	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	0	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
04 Semi-Professionals & Technicians	0	0	0	0.0	13	0.0	13.4	0.0	0	0.0	13.4	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	0.0	0.0	0	0.0	0.0	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		

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Part 4: Results - Women

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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	Women				All Employees	Women			All Employees	Women			All Employees	Women								
			Representation	Availability	Gap	EE Result		Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference						
#	#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#			
07	Administrative & Senior Clerical	2019	5	3	60.0	79.4	4	-1	75.6															
		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
08	Skilled Sales & Service Personnel	2019	12	4	33.3	28.0	3	1	119.0															
		0	0	0	0.0	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	2019	0	0	0.0	0.0	0	0	0.0															
		0	0	0	0.0	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	2019	12	9	75.0	65.5	8	1	114.5															
		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
11	Intermediate Sales & Service Personnel	2019	12	9	75.0	65.7	8	1	114.2															
		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
12	Semi-Skilled Manual Workers	2019	0	0	0.0	0.0	0	0	0.0															
		0	0	0	0.0	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 ÷ 1 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					
			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	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	
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	0.0	0.0	0	0.0	0.0	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	0.0	0.0	0	0.0	0.0	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	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	

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Part 4: Results - Women

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Part 4: Results - Women

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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															
		All Employees	Workforce							Hires				Promotions				Terminations							
			Women							Women				Women				Women							
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference							
#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#					
13 Other Sales & Service Personnel	2019	2	1	50.0	55.0	1	0	90.9																	
	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
14 Other Manual Workers	2019	0	0	0.0	0.0	0	0	0.0																	
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0	0	0
Total	2019	101	42	41.6	40.6	41	1	102.4																	
	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

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					
		Women		Women				Women					
		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	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	0.0
	3	0	0	0.0			0.0	0.0				0.0	0.0
Total	0	0	0	0.0	50	0.0	40.5	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 5: Results - Aboriginal Peoples

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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	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							
#	#	%	%	#	#	%	#	#	%	#	#	#	#	%	#	#	%	#	#	#	#	#		
01 Senior Managers	2019	4	0	0.0	3.2	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	0
02 Middle & Other Managers	2019	13	0	0.0	2.7	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	0.0	0
03 Professionals	2019	12	0	0.0	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	0.0	0
04 Semi-Professionals & Technicians	2019	28	0	0.0	1.9	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
05 Supervisors	2019	1	0	0.0	0.9	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
06 Supervisors: Crafts & Trades	2019	0	0	0.0	0.0	0	0	0.0																
	0	0	0	0.0	0.0	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				
			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	
#	#	%	%	#	%	%	%	#	%	%	%			
01 Senior Managers	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		
02 Middle & Other Managers	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		
03 Professionals	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		
04 Semi-Professionals & Technicians	0	0	0	0.0	2	0.0	1.9	0.0	0	0.0	1.9	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	0.0	0.0	0	0.0	0.0	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		

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Part 5: Results - Aboriginal Peoples

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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 (EOG)	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							
#	#	%	%	#	#	%	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#		
07 Administrative & Senior Clerical	2019	5	0	0.0	0.9	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
08 Skilled Sales & Service Personnel	2019	12	0	0.0	1.5	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
09 Skilled Crafts & Trades Workers	2019	0	0	0.0	0.0	0	0	0.0																
	0	0	0	0.0	0.0	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	2019	12	2	16.7	0.8	0	2	2,083.3																
	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
11 Intermediate Sales & Service Personnel	2019	12	0	0.0	1.3	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
12 Semi-Skilled Manual Workers	2019	0	0	0.0	0.0	0	0	0.0																
	0	0	0	0.0	0.0	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 (EOG)	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	Goal	Percent of Goal Met	
#	#	%	%	#	%	%	%	#	%	%	%			
07 Administrative & Senior Clerical	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	
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	0.0	0.0	0	0.0	0.0	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	0.0	0.0	0	0.0	0.0	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	0.0	0.0	0	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0				0.0	0.0	

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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	2019	2	0	0.0	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	0	0
14 Other Manual Workers	2019	0	0	0.0	0.0	0	0	0.0																	
	0	0	0	0.0	0.0	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	2019	101	2	2.0	1.7	2	0	116.5																	
	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

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					
			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			
	3	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			
	3	0	0.0			0.0	0.0			0.0	0.0			
Total	0	0	0.0	2	0.0	1.7	0.0	0	0.0	0.0	0.0			
	3	0	0.0			0.0	0.0			0.0	0.0			

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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	2019	17	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
03 Professionals	2019	12	0	0.0	8.9	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
04 Semi-Professionals & Technicians	2019	28	3	10.7	7.6	2	1	141.0																	
	0	0	0	0.0	0.0	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	2019	1	0	0.0	27.5	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
06 Supervisors: Crafts & Trades	2019	0	0	0.0	0.0	0	0	0.0																	
	0	0	0	0.0	0.0	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 ÷ 1 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	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	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	
03 Professionals	0	0	0	0.0	0	0.0	8.9	0.0		0	0.0	8.9	0.0	
	3	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		0	0.0	0.0	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	0.0	0.0		0	0.0	0.0	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	

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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 (EOG)	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	2019	5	0	0.0	10.0	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
08 Skilled Sales & Service Personnel	2019	12	0	0.0	8.0	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
09 Skilled Crafts & Trades Workers	2019	0	0	0.0	0.0	0	0	0.0																
	0	0	0	0.0	0.0	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	2019	12	0	0.0	9.3	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
11 Intermediate Sales & Service Personnel	2019	12	1	8.3	10.8	1	0	77.2																
	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
12 Semi-Skilled Manual Workers	2019	0	0	0.0	0.0	0	0	0.0																
	0	0	0	0.0	0.0	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 (EOG)	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	Goal	Percent of Goal Met	
#	#	%	%	#	%	%	%	#	%	%	%			
07 Administrative & Senior Clerical	0	0	0	0.0	0	0.0	10.0	0.0	0	0.0	10.0	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	8.0	0.0	0	0.0	8.0	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	0.0	0.0	0	0.0	0.0	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	9.3	0.0	0	0.0	9.3	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	0.0	0.0	0	0.0	0.0	0.0		

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12	Workers	3	0	0	0.0			0.0	0.0			0.0	0.0
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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								
#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#		
13 Other Sales & Service Personnel	2019	2	0	0.0	10.7	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	0.0	0	0
14 Other Manual Workers	2019	0	0	0.0	0.0	0	0	0.0																	
	0	0	0	0.0	0.0	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	2019	101	4	4.0	8.3	8	-4	47.7																	
	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

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	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	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	1,029	0.0	830.0	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

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Part 7: Results - Members of Visible Minorities

Neopost Canada Limited

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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							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							
#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	#	#		
01 Senior Managers	2019	4	0	0.0	11.5	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
02 Middle & Other Managers	2019	13	1	7.7	17.6	2	-1	43.7																
	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
03 Professionals	2019	12	7	58.3	24.7	3	4	236.2																
	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
04 Semi-Professionals & Technicians	2019	28	11	39.3	27.5	8	3	142.9																
	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
05 Supervisors	2019	1	1	100.0	51.5	1	0	194.2																
	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
06 Supervisors: Crafts & Trades	2019	0	0	0.0	0.0	0	0	0.0																
	0	0	0	0.0	0.0	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 ÷ 1 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					
				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	0.0	0.0	0	0.0	0.0	0.0	
	3	0	0	0.0			0.0	0.0				0.0	
02 Middle & Other Managers	0	0	0	0.0	0	0.0	17.6	0.0	0	0.0	17.6	0.0	
	3	0	0	0.0			0.0	0.0				0.0	
03 Professionals	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	
04 Semi-Professionals & Technicians	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	
05 Supervisors	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	
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	

Federal Contractors Program Achievement Report

Part 7: Results - Members of Visible Minorities

Neopost Canada Limited

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Federal Contractors Program Achievement Report

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Part 7: Results - Members of Visible Minorities

Neopost Canada Limited

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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							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							
#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	#	#		
07	Administrative & Senior Clerical	2019	5	2	40.0	33.1	2	0	120.8															
		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
08	Skilled Sales & Service Personnel	2019	12	0	0.0	19.5	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
09	Skilled Crafts & Trades Workers	2019	0	0	0.0	0.0	0	0	0.0															
		0	0	0	0.0	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	2019	12	6	50.0	52.2	6	0	95.8															
		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
11	Intermediate Sales & Service Personnel	2019	12	8	66.7	50.6	6	2	131.8															
		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
12	Semi-Skilled Manual Workers	2019	0	0	0.0	0.0	0	0	0.0															
		0	0	0	0.0	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					
			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	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
08	Skilled Sales & Service Personnel	0	0	0	0.0	234	0.0	19.5	0.0	0	0.0	19.5	0.0	
		3	0	0	0.0									
09	Skilled Crafts & Trades 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									
10	Clerical 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									
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	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									

Federal Contractors Program Achievement Report

Part 7: Results - Members of Visible Minorities

Neopost Canada Limited

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Federal Contractors Program Achievement Report

Part 7: Results - Members of Visible Minorities

Neopost Canada Limited

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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														
		All Employees	Workforce							Hires				Promotions				Terminations						
			Visible Minorities							Visible Minorities				Visible Minorities				Visible Minorities						
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference						
#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#				
13 Other Sales & Service Personnel	2019	2	0	0.0	58.2	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
14 Other Manual Workers	2019	0	0	0.0	0.0	0	0	0.0																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
Total	2019	101	36	35.6	31.1	31	5	114.6																
	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

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						
		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				
#	#	%	#	%	#	%	#	%	#	%				
13 Other Sales & Service Personnel	0	0	0.0	0	0.0	58.2	0.0	0	0.0	58.2	0.0			
	3	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			
	3	0	0.0			0.0	0.0			0.0	0.0			
Total	0	0	0.0	3,832	0.0	3,090.0	0.0	0	0.0	0.0	0.0			
	3	0	0.0			0.0	0.0			0.0	0.0			

Federal Contractors Program Achievement Report
Part 8: Reasonable Efforts
Neopost Canada Limited
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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

Instructions

Neopost Canada believes 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.

Self-identification—sections B, C, D and E—and completion of sections F, G and 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. Please note that a person may belong to and self-identify as a member of more than one designated group.

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

A. Name:

Functional Area:

Position:

Employee number:

Employment status:

- Full-time employee
- Part-time employee
- Temporary employee

B. Gender

- Female
- Male

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

C. Aboriginal Peoples

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

Are you an Aboriginal person?

- Yes
- No

D. Visible Minorities

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

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

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

Are you a member of a visible minority?

- Yes
- No

E. Persons with Disabilities

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

Examples of disabilities include, but are not limited to:

- Coordination or dexterity impairment (e.g., difficulty using hands or arms, such as grasping objects or using a keyboard)
- Mobility impairment (e.g., difficulty moving from one office to another, walking long distances or using stairs)
- Blindness or visual impairment (e.g., unable to see or difficulty seeing, glaucoma; however, do not include yourself if you can see well with glasses or contact lenses)
- Speech impairment (unable to speak or difficulty speaking and being understood)
- Deafness or hearing impairment (unable to hear or difficulty hearing)

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

Are you a person with a disability?

- Yes
- No

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.

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 a local human resources manager for this kind of activity, please check "Yes" below.
 - Yes
 - No

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 (905) 475-3722 or e-mail y.tam-chopra@neopost.com.

Employee Signature

Signature:

Date:

Thank you for your participation!

Please return this form electronically to y.tam-chopra@neopost.com or in the envelope provided to the confidential attention of Yvonne Tam-Chopra, Neopost Canada, 150 Steelcase Road West, Markham, Ontario, L3R 3J9.

Federal Contractors Program Report of the First Compliance Assessment

Employer Name: Neopost Canada Limited

Primary Location: Toronto, Ontario

Number of Employees: 101

Ontario	73
Québec	15
British Columbia	9
Alberta	4

Organization Overview:

NAICS # 4179 (Other Machinery, Equipment and Supplies Wholesaler-Distributors)

Neopost Canada Limited provides mailing solutions, digital communications and shipping services. They help guide and support organizations in how they send and receive communications and goods, helping them to better connect with their customers.

Key Dates – First Year Assessment

Initiated: 2019-03-22
 Received: 2019-07-31
 Workforce: 2019-03-11
 Analysis:

COLLECTION OF WORKFORCE INFORMATION

	#	%
Number of employees the questionnaire was sent to:	101	100
Number of questionnaires returned:	101	100
Number of completed questionnaires returned:	101	100

- 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:

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 2016 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:

SUMMARY OF GOALS

Women

Workforce Analysis Results			Goals		Representation	LMA
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term (1 to 3 years)	Long-term (3+ years)		
#	Description	#	# or %	# or %	%	%
01	Senior Managers	-1	27.6	27.6	0.0	27.6

04	Semi-Professionals & Technicians	-1	13.4	13.4	10.7	13.4
07	Admin. & Senior Clerical Personnel	-1	NA	NA	60.0	79.4

Observations:

- EEOG 01 and EEOG 04 – the long and short-term goals are set as per the labour market availability.
- EEOG 04 – No goal is required to be set since the present representation is over 50.0%.

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 %	%
04	Semi-Professionals & Technicians	-1	1.9	1.9	0.0	1.9

Observations:

- Long and short-term goals are set as per the labour market availability.

Persons 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 %	%
01	Senior Managers	-1	5.0	5.0	0.0	5.0
02	Middle & Other Managers	-1	8.9	8.9	0.0	8.9
07	Admin. & Senior Clerical Personnel	-1	10.0	10.0	0.0	10.0
08	Skilled Sales & Service Personnel	-1	8.0	8.0	0.0	8.0
10	Clerical Personnel	-1	9.3	9.3	0.0	9.3

Observations:

- Long and short-term goals are set as per the labour market availability.

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 %	%
02	Middle & Other Managers	-1	17.6	17.6	7.7	17.6
08	Skilled Sales & Service Personnel	-2	19.5	19.5	0.0	19.5
13	Other Sales & Service Personnel	-1	58.2	58.2	0.0	58.2

Observations:

- Long and short-term goals are set as per the labour market availability.

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:

- Given the minor gaps in all the four designated groups, it may be beneficial for this organization to develop relationships with colleges, universities or other professional associations to identify and hire qualified students or professionals that are part of this designated group.

Name of Analyst: Neena Sharan

Date: September 26, 2019

Nyirasafari, Ange AN [NC]

From: Sharan, Neena N [NC] on behalf of EE-EME
Sent: September 27, 2019 2:58 PM
To: 'l.gizzarelli@neopost.com'; 'm.moreaugray@neopost.com'; 'Tam-Chopra, Yvonne'
Subject: Government of Canada Agreement Number: 061252 – Notification of Compliance with the Federal Contractors Program

Cette information est également disponible en français sur demande.

Dear Lou Gizzarelli:

I am writing to inform you that the compliance assessment initiated on March 22, 2019 has been completed. As a result of the assessment, Neopost Canada Limited 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 Neopost Canada Limited 's employment equity program.

- Given the minor gaps in all the four designated groups, it may be beneficial for this organization to develop relationships with 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 March 22, 2022. 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 Neopost Canada Limited is notified of a subsequent assessment, the following information will be required:

1. Workforce data (Form 1 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, Neopost Canada Limited 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.

Your cooperation during the course of this compliance assessment was appreciated and we wish Neopost Canada Limited 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



Joignez-vous au **Forum de l'équité, la diversité et l'inclusion en milieu de travail (FEDIMT)** en ligne, un espace collaboratif pour employeurs. Envoyez-nous un courriel pour vous joindre!
Join the online **Workplace Equity, Diversity and Inclusion Forum (WEDIF)**, a collaborative space for employers. Send us an email to join!

Nyirasafari, Ange AN [NC]

From: Tam-Chopra, Yvonne <Y.Tam-Chopra@neopost.com>
Sent: March 25, 2019 3:48 PM
To: Sharan, Neena N [NC]
Cc: Carter, Sarah
Subject: RE: Government of Canada Agreement 061252 – Notification of First Compliance Assessment under the Federal Contractors Program
Attachments: Workforce Analysis Summary Report - All Groups - March 11 2019.pdf; Workforce Analysis Detailed Report - All Groups - March 11 2019.pdf; Self-Identification Questionnaire - English.pdf; Achievement Report 2019.xlsx

Hello Neena,

Please see below and the attached documents for Neopost Canada.

1. Self-Identification Questionnaire
2. The results of your workforce survey including:
 - the number of employees that were surveyed: total 101;
 - the combined number of self-identification questionnaires that were returned blank, partially and fully completed; and
 - Returned blank: 0
 - Partially completed: 0
 - Fully completed: 101
 - the number of fully completed and returned self-identification questionnaires.
 - Fully completed and returned self-identification questionnaires: 101
3. Workforce Analysis Summary and Detailed Reports
4. Achievement Report

Below are also some notes with regard to the Achievement Report:

- **Goals Section**
 - "Growth" was informed by known FTE increases at March 2019 forecast.
 - "Turnover" was calculated by averaging turnover over the past 3 fiscal years (F2016-F2018), distributing it across departments informed by historical actual percentages, and inputting in the chart accordingly.
 - "3 Year Goals" were informed by the "Availability" sections on the Workforce Analysis tab. **We listed goals for all sections whether or not anticipated vacancies were reported. Is this correct, or should we only list 3-Year goals for those areas where new hires are expected to be required?** (There may also be opportunities for intracompany transfers of positions but it's not known at this time.)
- **Efforts Section**
 - Since this is our "first" Employment Equity Survey [since pre-2013] we did not complete the Operational Context section.

Neena, please review and advise of any questions and/or concerns you have. It's our first time completing this version of the form and we'd like to ensure we're reporting our status and goals as accurately as possible.

Lastly, the visibility on the WEIMS database has been turned on.

Thank you.

Yvonne

From: neena.sharan@labour-travail.gc.ca <neena.sharan@labour-travail.gc.ca> **On Behalf Of** ee-eme@hrsdcc-rhdcc.gc.ca
Sent: Monday, February 25, 2019 9:20 AM

To: Gizzarelli, Lou <L.Gizzarelli@Neopost.com>; m.moreaugray@neopost.com; Tam-Chopra, Yvonne <Y.Tam-Chopra@neopost.com>; Carter, Sarah <s.carter@neopost.com>

Subject: Government of Canada Agreement 061252 – Notification of First Compliance Assessment under the Federal Contractors Program

Cette information est également disponible en français sur demande.

Dear Lao Gizzarelli:

This is to inform you that Neopost Canada Limited is now subject to a first compliance assessment for the Federal Contractors Program (FCP) under the Employment Equity Act.

Achieving compliance with the requirements of the FCP is a prerequisite for maintaining the right to bid on and receive any future federal contracts of any value.

As part of the first compliance assessment, you are required to submit the following information by email to ee-eme@hrsdc-rhdcc.gc.ca **no later than March 25, 2019**:

1. The self-identification questionnaire used to conduct your workforce survey.
2. The results of your workforce survey including:
 - the number of employees that were surveyed;
 - the combined number of self-identification questionnaires that were returned blank, partially and fully completed; and
 - the number of fully completed and returned self-identification questionnaires.
3. The workforce analysis results (Summary Report and Detailed Report).
4. A completed Achievement Report file in Excel format that includes the numerical short-term and long-term goals where under-representation exists.

The first compliance assessment will comprise the analysis and verification of the documents your organization submits to ensure they are complete and meet the FCP requirements. You will be informed of our findings once the assessment is completed.

Tools and Resources

In order to support this work, we encourage you to use the Workplace Equity Information Management System (WEIMS). For your reference, please refer to the *Quick Reference Guide for Contractors: How to Complete a Compliance Assessment Submission under the Federal Contractors Program*. This document can be accessed under FCP Documents of WEIMS Help page.

WEIMS is a secure, cost-free, web-based reporting system available to assist your organization in meeting its obligations. Through this application, you can upload your workforce data, then conduct and submit your workforce analysis (step 3 above). This application has the capability to:

- store and maintain your organization's employment equity information;
- create backup files of your data; and
- generate a workforce analysis using the latest Census data.

If your organization does not have access to WEIMS, please complete and submit an Authorization Form to Access WEIMS.

Should you have any questions or require assistance, please contact your Program Officer, Neena Sharan, at neena.sharan@labour-travail.gc.ca.

Équipe de l'équité en emploi / Workplace Equity Team

Direction de l'équité en milieu de travail, Programme du travail
Emploi et Développement social Canada / Gouvernement du Canada
ee-eme@hrsdc-rhdcc.gc.ca

Workplace Equity Division, Labour Program
Employment and Social Development Canada / Government of Canada
ee-eme@hrsdc-rhdcc.gc.ca



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