Workforce Analysis - Detailed Report

Date: 2019-03-11

Women

Employment Equity Occupational Group	Internal Location	All Employees	•	sentation	Availa	•	ap	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
5 : Supervisors		1	1	100.0 %	52.0 %	1	0	
Employment Equity Occupational Group	Toronto	1	1	100.0 %	52.0 %	1	0	Toronto
77 : 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



Workforce Analysis - Detailed Report

Date: 2019-03-11

Women

		Women						
Employment Equity Occupational Group	Internal Location	All Employees	Repre	sentation	Avai	lability	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



Workforce Analysis - Detailed Report

Date: 2019-03-11

Aboriginal Peoples

		Aboriginal Peoples							
Employment Equity Occupational Group	Internal Location	All Employees	•	entation	Availa	•	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	
• •									



Workforce Analysis - Detailed Report

Date: 2019-03-11

Aboriginal Peoples

		Aboriginal Peoples						
Employment Equity Occupational Group	Internal Location	All Employees	entation	Avail	ability	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



Workforce Analysis - Detailed Report

Date: 2019-03-11

Members of Visible Minorities

		Members of Visible Minorities						
Employment Equity Occupational Group	Internal Location	All Employees	•	sentation		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
242 : Electronic service technicians (household and business equipment)	Alberta	2	0	0.0 %	23.0 %	0	0	Alberta
242 : Electronic service technicians (household and business equipment)	British Columbia	2	0	0.0 %	29.4 %	1	-1	British Columbia
242 : Electronic service technicians (household and business equipment)	Ontario	2	2	100.0 %	31.1 %	1	1	Ontario
242 : 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
282 : 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
5 : Supervisors		1	1	100.0 %	51.5 %	1	0	
Employment Equity Occupational Group	Toronto	1	1	100.0 %	51.5 %	1	0	Toronto
7 : 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

		Members of Visible Minorities								
Employment Equity Occupational Group	Internal Location	All Employees	Repres	sentation		ilability	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



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Persons with Disabilities

		Persons with Disabilities								
Employment Equity Occupational Group	Internal Location	All Employees	Repres	entation	Avail	ability	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



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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



Workforce Analysis - Summary Report

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Women

				Women		
Employment Equity Occupational Group	All Employees	Repres	entation	Avai	lability	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



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Aboriginal Peoples

	Aboriginal Peoples						
Employment Equity Occupational Group	All Employees	Repres	entation	Avail	ability	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	



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Members of Visible Minorities

			Members o	of Visible Min	orities		
Employment Equity Occupational Group	All Employees	Repres	sentation	Avai	lability	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	



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Persons with Disabilities

	Persons with Disabilities					
Employment Equity Occupational Group	All Employees	Repres	entation	Avail	ability	Gap
	#	#	%	%	#	#
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



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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



Data from Firs	t/Previous Wor	kforce Analysis
\	\	\

Data from Su	bsequent/Curr Analysis	ent Workforce
		—

Data from Fi	rst/Previous Workf	force Analysis
YYYY	MM	DD
2019	03	11

Data from Subse	quent/Current Wo	rkforce Analysis
YYYY	MM	DD

		Table 1: Women		
		First/Previous Workforce Analysis		
Emal	sympatt Faulty Occupational Crown (FFOC)	All Employees Women		nen
Embr	oyment Equity Occupational Group (EEOG)		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	l			
Subsequen	Subsequent/Current Workforce Analysis				
All Employees	Women				
	Representation	Availability*			
#	#	%			
n	l ol				

* Source:	

* Source	:		

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

Data from Firs	st/Previous Worl	kforce Analysis
\	\	1

Data from Sul	osequent/Curr Analysis	ent Workforce
\	1	\

Data from Fi	rst/Previous Work	force Analysis
YYYY	MM	DD
2019	03	11

0	0	0
YYYY	MM	DD
Data from Subse	quent/Current Wo	rkforce Analysis

		Table 2: Aboriginal Peoples		
		First/Previous Workforce Analysis		
Emple	symant Equity Occupational Crown (FEOC)	All Employees	Aboriginal Peoples	
Empr	oyment Equity Occupational Group (EEOG)		Representation	Availability*
		#	#	%
01	Senior Managers	4	0	3.2
02	Middle & Other Managers	13	0	2.7
03	Professionals	12	0	2.0
04	Semi-Professionals & Technicians	28	0	1.9
05	Supervisors	1	0	0.9
06	Supervisors: Crafts & Trades	0	0	0.0
07	Administrative & Senior Clerical Personnel	5	0	0.9
08	Skilled Sales & Service Personnel	12	0	1.5
09	Skilled Crafts & Trades Workers	0	0	0.0
10	Clerical Personnel	12	2	0.8
11	Intermediate Sales & Service Personnel	12	0	1.3
12	Semi-Skilled Manual Workers	0	0	0.0
13	Other Sales & Service Personnel	2	0	1.0
14	Other Manual Workers	0	0	0.0
Total		101	2	1.7

Subsequent/Current Workforce Analysis		
All Employees	Aborigina	ıl Peoples
	Representation	Availability*
#	#	%
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0	0	

* Source	:		
0			

* Source:		
0		

Data from Firs	t/Previous Wor	kforce Analysis
Ţ	\downarrow	\

Data from Su	bsequent/Curro Analysis	ent Workforce
\	\	\

Data from Fi	rst/Previous Worki	force Analysis
YYYY	MM	DD
2019	03	11

0	0	0
YYYY	MM	DD
Data from Subse	equent/Current Wo	rkforce Analysis

		Table 3: Me	embers of Visible	e Minorities
		First/Pr	evious Workforce A	Analysis
Emal	expense Faulty Occupational Crown (FFOC)	All Employees	Members of Vis	ible Minorities
Empre	oyment Equity Occupational Group (EEOG)		Representation	Availability*
		#	#	%
01	Senior Managers	4	0	11.5
02	Middle & Other Managers	13	1	17.6
03	Professionals	12	7	24.7
04	Semi-Professionals & Technicians	28	11	27.5
05	Supervisors	1	1	51.5
06	Supervisors: Crafts & Trades	0	0	0.0
07	Administrative & Senior Clerical Personnel	5	2	33.1
08	Skilled Sales & Service Personnel	12	0	19.5
09	Skilled Crafts & Trades Workers	0	0	0.0
10	Clerical Personnel	12	6	52.2
11	Intermediate Sales & Service Personnel	12	8	50.6
12	Semi-Skilled Manual Workers	0	0	0.0
13	Other Sales & Service Personnel	2	0	58.2
14	Other Manual Workers	0	0	0.0
Total		101	36	31.1

Table 7: Me	mbers of Visible	e Minorities
Subsequent	/Current Workford	e Analysis
All Employees	Members of Vis	ible Minorities
	Representation	Availability*
#	#	%
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0	0	

* Source:		
0		

Data from First	t/Previous Wor	kforce Analysis
	\	\

Data from Sul	bsequent/Curre Analysis	nt Workforce
	1	1

Data from Fi	rst/Previous Work	force Analysis
YYYY	MM	DD
2019	03	11

1111	IVIIVI	שע
Data from Subse	equent/Current Wo	orkforce Analysis

		Table 4:	Persons with Dis	sabilities
		First/Pr	evious Workforce A	Analysis
Emplo	amont Fauity Occupational Crown (FFOC)	All Employees	Persons with	Disabilities
Embio	yment Equity Occupational Group (EEOG)		Representation	Availability*
		#	#	%
01/02	Managers	17	0	5.0
03	Professionals	12	0	8.9
04	Semi-Professionals & Technicians	28	3	7.6
05	Supervisors	1	0	27.5
06	Supervisors: Crafts & Trades	0	0	0.0
07	Administrative & Senior Clerical Personnel	5	0	10.0
08	Skilled Sales & Service Personnel	12	0	8.0
09	Skilled Crafts & Trades Workers	0	0	0.0
10	Clerical Personnel	12	0	9.3
11	Intermediate Sales & Service Personnel	12	1	10.8
12	Semi-Skilled Manual Workers	0	0	0.0
13	Other Sales & Service Personnel	2	0	10.7
14	Other Manual Workers	0	0	0.0
Total		101	4	8.3

Table 8:	Persons with Di	sabilities
Subsequent	/Current Workford	ce Analysis
All Employees	Persons with	Disabilities
	Representation	Availability*
#	#	%
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
0	0	

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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

End	Date of Flow	Data
YYYY	MM	DD

Data from Form 4 - Employees Hired

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Data from Form 5 - Employees Promoted
Data from Form 5 - Employees

Data from Form 6 - Employees Terminated

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	Table 1: Women			
	Full-time	/ National	Part-time	/ National
Employment Equity Occupational Group (EEOG)	All Employees Hired	Women Hired	All Employees Hired	Women Hired
	#	#	#	#
01 Senior Managers	0	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

Table 5: Women			
Full-time /	National	Part-time / National	
All Employees Promoted	Women Promoted	All Employees Promoted	Women Promoted
#	#	#	#
0	0	0	C
0	0	0	C
0	0	0	C
0	0	0	0
0	0	0	0
0	0	0	C
0	0	0	C
0	0	0	C
0	0	0	C
0	0	0	0
0	0	0	C
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

Table 9: Women			
Full-time / National		Part-time / Nationa	
All Employees Terminated	Women Terminated	All Employees Terminated	Women 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	

0

YYYY	MM	DD
End l	Date of Flow	Data

Data from Form 4 - Employees Hired

Hired ↓ ↓ ↓ ↓

Data from Form 5 - Employees Promoted Data from Form 6 - Employees Terminated

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

0

14 Other Manual Workers

Total

Table 6: Abor		Part-time / National		
Promoted Per	Aboriginal Peoples Promoted	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	O	0	0	

Table 10: Aboriginal Peoples				
Full-time / National		Part-time / Nationa		
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	(

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Federal Contractors Program Achievement Report

Part 2: Flow Data Analysis

Neopost Canada Limited

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Start	Date of Flow	Data
0	0	טט 0

0	0	0
YYYY	MM	DD
End l	Date of Flow	Data

Data from Form 4 - Employees Hired

Hired ↓ ↓ ↓ ↓

Data from Form 5 - Employees Promoted Data from Form 6 - Employees Terminated

			8	ı	8	9	1	8	r	3	8	и	и	3		Э	ь	ĸ.	28	33	ю	з	2	2	а	и	a	ε	٤	и	Ø	١	а	Ю	c	٠.	×	٧	κ	7	2	и	×	и	а.	88	8	3	8	ж	ø.	ь.	81	п	m	8	8	×	8	г	3	z	3	С		
						×	8		8				8	æ		8								×				×			×				×								8							3	×			×						₹.		×		×		

	Full-time	/ National	Part-time	/ National
Employment Equity Occupational Grou (EEOG)	P All Employees Hired	Persons with Disabilities Hired	All Employees Hired	Persons with Disabilities Hired
	#	#	#	#
01 Senior Managers	0	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 Pers	sonnel 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 Personn	el 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

		s with Disa	
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

Neopost Canada Limited

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Start	Date of Flow	/ Data
YYYY	MM	DD
0	0	0

0

0

0	0	0
YYYY	MM	DD
End l	Date of Flow	Data

Data from Form 4 - Employees Hired

Data from Form 5 - Employees Promoted

Data from Form 6 - Employees Terminated

Table 4: Members of Visible Minorities

		Full-time	/ National	Part-time	/ National
	ployment Equity Occupational Group EOG)	All Employees Hired	Members of Visible Minorities Hired	All Employees Hired	Members of Visible Minorities Hired
		#	#	#	#
01	Senior Managers	0	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

0

10 Clerical Personnel

11 Intermediate Sales & Service Personnel

12 Semi-Skilled Manual Workers 13 Other Sales & Service Personnel

14 Other Manual Workers

Total

Full-time	/ National	Part-time	/ National
All Employees Promoted	Members of Visible Minorities Promoted	All Employees Promoted	Members of Visible Minorities 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	Members of Visible Minorities Terminated	All Employees Terminated	Members of Visible Minorities 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 3: Goals Neopost Canada Limited 43535

									Data	for First/P	Previous (Goals							
A B	С	D	Е	F	G	Н	I	J	K	L	М	N	0	Р	Q	R	S	Т	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	СхНхЗ	F+I	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	JхР	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K÷C	(K - M + O) ÷ (C + F)
			+	↓		↓	↓	↓		<u> </u>	<u> </u>	↓	↓	1		1	<u> </u>	1	
									P:	Table 1: Previous Sh									
				AH E.	nplovees				FIFSU	rrevious Sn	iort-term G	oais			omen				
	Number	Grow	vth (New Posi		† •	eplacement of	Terminated		Number	T	eplacement of		3 Yea		omen				
Employment Equity						Employees)		Anticipated			Employees)	Hires Required		n - To	Present		Projected	Present	Projected
Occupational Group (EEOG)	YYYY-MM-DD Actual Projected			Actual	Proj	ected 1	Hires Over 3 Years	YYYY-MM-DD			Over 3	YYYY	- YYYY	Availability	Present Gap	Gap	Representation	Representation in 3 Years	
	2019-03-11	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years		2019-03-11	Annually	Over 3 Years	Years	2019	2022					
	#	%	%	#	%	%	#	#	#	%	#	#	#	%	%	#	#	%	%
01 Senior Managers	4	-100.0%		(0.0%		0	0	(0.0%	0	1	0	27.6	27.6%	-1	-1	0.0%	
02 Middle & Other Managers	13	-100.0%		(0.0%		0	0	6	0.0%	0	-1	0		39.4%	1	1	46.2%	46.2%
03 Professionals	12				0.0%		0	0	(0.0%	0	0	0		52.4%	0	0	50.0%	50.0%
04 Semi-Professionals & Tech	28				0.0%	1.0%	1		3	1.0%	1 0		13	13.4	13.4%	-1	12	10.7%	57.1%
05 Supervisors 06 Supervisors: Crafts & Trades	1	-100.0%			0.0%		0	0		0.0%	1 0		0		52.0%	0	0	100.0% #DIV/0!	100.0% #DIV/0!
06 Supervisors: Crafts & Trades 07 Administrative & Sr Clerical	5	0.0% -100.0%			0.0%		0	"		0.0%	1 ,		0		0.0% 79.4%	0	"	#DIV/0! 60.0%	#DIV/0! 60.0%
08 Skilled Sales & Service	12		13.0%		0.0%	20.0%	7	12		20.0%	1 ,	3	0		28.0%	-1	-3	33.3%	
09 Skilled Crafts & Trades	0	0.0%	15.070] (0.0%	20.070	0	0	[0.0%]		0		0.0%	0	0	#DIV/0!	#DIV/0!
10 Clerical Personnel	12	1			0.0%	4.0%	1	1		4.0%	ľ		0		65.5%	1	0	75.0%	66.7%
11 Intermediate Sales & Service	12	1		0	0.0%	3.0%	1	1	9	3.0%	ĺ	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	#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	#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.

0.0%

28.0%

-100.0%

13.0%

Total

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.

42

28.0%

50

50

40.5%

40.6%

124

						Table 2: Women
			Wom	nen		
	loyment Equity (pational Group (EEOG)	Short-ter	m Goals	Long-te	rm Goals	Comments
Jour	ipational Group (EEOG)	#	%	#	%	
01	Senior Managers	0	27.6	(27.6	To help achieve our employment equity goals, we will:
02	Middle & Other Managers	0		()	- Provide funding for training and potentially apprenticeship positions
03	Professionals	0		()	- Select a member of a marginized group when qualifications and seniority are relatively equal in a job competition
04	Semi-Professionals & Tech	13	13.4	(13.4	- Target outreach to marinalized group communities (i.e. various government sponsored programs that help recruit within those communities)
05	Supervisors	0		()	- Continue to train on anti-harrassment programs and policies
06	Supervisors: Crafts & Trades	0		()	- Continue to allow work-family balance policies such as flexible work hours
07	Administrative & Sr Clerical	0		()	- Formalize mentoring programs and continue to promote promotions from within to help encourage growth for all groups
08	Skilled Sales & Service	0		C)	
09	Skilled Crafts & Trades	0		()	003779
10	Clerical Personnel	0		()	

41.6%

40.7%

	Federal Contractors Program Achievement Report												
	Part 3: Goals												
	Neopost Canada Limited												
	43535												
11 Intermedia	ate Sales & Service	0		()								
12 Semi-Skill	ed Manual	0)								
13 Other Sale	es & Service	0		()								
14 Other Mar	nual Workers	0		()								
Total		50.0	40.5	(0.0								

									Data 1	for First/P	Previous (Goals							
A B	С	D	Е	F	G	Н	I	J	K	L	М	N	О	P	Q	R	S	Т	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	СхНх3	F+I	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	JxP	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K÷C	(K - M + O) ÷ (C + F)
		Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ
									Table	e 3: Abori	iginal Peo	ples							
									First/	Previous Sh	nort-term (Goals							
				All En	nployees									Aborigi	nal Peoples				
	Number	Cross	vth (New Posit	tione)		eplacement of	Terminated		Number				3 Yea	r Goals					
Employment Equity	Number	G.u.	rui (i ten 1 osii			Employees)		Anticipated	rumber		eplacement of I Employees)	Hires Required	Froi	n - To	Present		Projected	Present	Projected
Occupational Group (EEOG)	YYYY-MM-DD	Actual	Proj	ected	Actual	Proj	ected	Hires Over 3	YYYY-MM-DD			Over 3	YYYY	- YYYY	Availability	Present Gap	Gap	Representation	Representation in 3
	2019-03-11	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	Years	2019-03-11	Annually	Over 3 Years	Years	2019	2022					Years
	#	%	%	rears #	%	%	tears #	#	#	9/6	#	#	#	%	9/6	#	#	%	%
01 Senior Managers	4	-100.0%		(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%		C	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		2.0%	0	0	0.0%	0.0%
04 Semi-Professionals & Tech	. 28	-100.0%		(0.0%	1.0%	1	1		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		0.9%	0	0	0.0%	0.0%
06 Supervisors: Crafts & Trad		0.0%		(0.0%		0	0	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
07 Administrative & Sr Cleric	al 5	-100.0%		(0.0%		0	0	0	0.0%	0	0	0		0.9%	0	0	0.0%	0.0%
08 Skilled Sales & Service	12	1	13.0%	5	0.0%	20.0%	7	12	e o	20.0%	0	0	0		1.5%	0	0	0.0%	0.0%
09 Skilled Crafts & Trades	C	0.0%		(0.0%		0	0	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
10 Clerical Personnel	12	1		(0.0%	4.0%	1	1	. 2	4.0%	0	-2	0		0.8%	2	2	16.7%	16.7%
11 Intermediate Sales & Servi	ce 12	1 100.070		(0.0%	3.0%	1	1	. 0	3.0%	0	0	0		1.3%	0	0	0.0%	0.0%
12 Semi-Skilled Manual	C	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		1.0%	0	0	0.0%	0.0%
14 Other Manual Workers	C	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.

0.0% 28.0%

39

101

-100.0%

13.0%

Total

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.

28.0%

1.7%

1.7%

124

					Table 4: Aboriginal Peoples
r i r		Aboriginal	Peoples		
Employment Equity Occupational Group (EEOG)	Short-ter	m Goals	Long-te	rm Goals	Comments
Occupational Group (EEOG)	#	%	#	%	
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 marginized 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	

2.0%

1.4%

				Fe	ederal Contr	ractors Progr	ram Achieven	nent Report			
						Part 3:	Goals				
					N	Neopost Cana	ada Limited				
						4353	35				
11 Intermediate Sale	& Service 0		0.0								
12 Semi-Skilled Mar	ıal 0		0.0								
13 Other Sales & Se	vice 0		0.0								
14 Other Manual W	rkers 0		0.0								
Total	2	1.7	0.0								

										Data f	or First/P	revious (Goals							
A	В	C	D	E	F	G	Н	I	J	K	L	М	N	O	P	Q	R	S	T	U
Data s	ources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	СхНхЗ	F+I	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	JxP	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K÷C	(K - M + O) ÷ (C + F)
i		J	Ţ		J	<u> </u>	J	J	<u> </u>	<u> </u>	<u> </u>	J	<u> </u>	\	<u>.</u>	<u> </u>	<u> </u>		V	
										Table 5:	Persons	with Disa	bilities							
										First/	Previous Sh	ort-term G	loals							
					All En	ployees									Persons wi	th Disabilitie	s			
		Number	Grow	rth (New Posit	ions)	Turnover (R	eplacement of	Terminated		Number	T	eplacement of			r Goals					
Empl	ovment Equity						Employees)		Anticipated			Employees)	Hires Required		n - To	Present		Projected	Present	Projected
	oational Group (EEOG)	YYYY-MM-DD	Actual	Proj	ected	Actual	Proje	ected	Hires Over 3 Years	YYYY-MM-DD		,	Over 3	YYYY	- YYYY	Availability	Present Gap	Gap	Representation	Representation in 3 Years
		2019-03-11	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	rears	2019-03-11	Annually	Over 3 Years	Years	2019	2022					Tears
		#	%	%	#	%	%	#	#	#	%	#	#	#	%	%	#	#	%	%
01/02	Managers	17	-100.0%		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%	0	1	0	8.9	8.9%	-1	-1	0.0%	0.0%
04	Semi-Professionals & Tech	28	-100.0%		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	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	0	#DIV/0!	#DIV/0!
07	Administrative & Sr Clerical	5	-100.0%		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%	12.00/	0	0.0%	20.00/	0	0		0.0%	0	1	0	8.0	8.0%	-1	-1	0.0%	0.0%
10	Skilled Crafts & Trades Clerical Personnel	12	0.0% -100.0%	13.0%	0	0.0%	20.0%				20.0% 0.0%		0		9.3	0.0% 9.3%	1 1	0	#DIV/0! 0.0%	#DIV/0! 0.0%
	Intermediate Sales & Service	12	-100.0% -100.0%		١	0.0%	4.0%	1	"	1	4.0%			١	9.3	9.5% 10.8%	1 -1	-1	8.3%	8.3%

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

39

0.0%

0.0%

0.0%

0.0%

3.0%

28.0%

0.0%

0.0%

13.0%

-100.0%

-100.0%

12 Semi-Skilled Manual

14 Other Manual Workers

Other Sales & Service

13

Total

Calculated by using the following formula: (Terminated full-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.

124

3.0%

0.0%

0.0%

28.0%

					Table 6: Persons with Disabilities
	Pe	ersons with D	isabilities		
Employment Equity Occupational Group (EEOG)	Short-teri	m Goals	Long-ter	m Goals	Comments
Octupational Group (EEOG)	#	%	#	%	
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 marginized group when qualifications and seniority are relatively equal in a job competition
05 Supervisors	0		0		- Target outreach to marinalized 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		

#DIV/0!

#DIV/0!

0.0%

#DIV/0!

#DIV/0!

735.7%

0.0%

0.0%

10.7%

0.0%

8.3%

1,029

					Federal Contractors Program Achievement Report
					Part 3: Goals
					Neopost Canada Limited
					43535
13 14 Total	Other Sales & Service Other Manual Workers	1,029	830.0	0	0.0

									Data i	or First/P	Previous (Goals							
A B	С	D	Е	F	G	Н	I	J	K	L	М	N	О	Р	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	СхНхЗ	F+I	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	JxP	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) ÷ (C + F)
		J	T	<u> </u>	Ψ		<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	Ţ	<u> </u>	<u> </u>	1	,		V	<u> </u>
									Table 7: M	embers of	f Visible !	Minorities	8						
									First/	Previous Sh	iort-term G	Goals							
				All En	nployees								M	embers of V	isible Minor	ities			
	Number	Grov	wth (New Positi	ions)	Turnover (R	eplacement of	Terminated		Number	Turnover (R	eplacement of			r Goals					
Employment Equity			1			Employees)		Anticipated			Employees)	Hires Required		m - To	Present		Projected	Present	Projected
Occupational Group (EEOG)	YYYY-MM-DD	Actual	Proje	ected	Actual	Proj	ected	Hires Over 3 Years	YYYY-MM-DD			Over 3	YYYY	- YYYY	Availability	Present Gap	Gap	Representation	Representation in 3 Years
	2019-03-11	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years		2019-03-11	Annually	Over 3	Years	2019	2022					
			·	,			rears		2017 00 11	Annuany	Years		2019	2022					
	#	%	%	#	%	%	#	#	#	Annually %	Years #	#	2019 #	9/6	%	#	#	%	%
01 Senior Managers	4	% -100.0%	%	# 0	0.0%	%	# 0	# 0	# 0	% 0.0%	Years #	# 0	# (11.5%	# 0	# 0	%	0.0%
02 Middle & Other Managers	# 4 13	-100.0% -100.0%	%	# 0	0.0%	%	# 0 0	# 0	# 0	0.0% 0.0%	**************************************	# 0 1	# (11.5% 17.6%	# 0 -1	# 0 -1	0.0% 7.7%	0.0% 7.7%
02 Middle & Other Managers 03 Professionals	4 13 12	-100.0% -100.0% -100.0%	9/6	# 0 0	0.0% 0.0% 0.0%		# 0 0 0	# 0 0 0	# 0 1 7	% 0.0% 0.0% 0.0%	Years # 0 0 0	# 0 1 -4	# (%	11.5% 17.6% 24.7%	# 0 -1 4	# 0 -1 4	0.0% 7.7% 58.3%	0.0% 7.7% 58.3%
 02 Middle & Other Managers 03 Professionals 04 Semi-Professionals & Tech 	4	-100.0% -100.0% -100.0% -100.0%	9/6	# C 0 0 0 0	0.0% 0.0% 0.0% 0.0%	1.0%	# 0 0 0 0	# 0 0 0 0	# 0 1 7	% 0.0% 0.0% 0.0% 1.0%	Years # 0 0 0 0 0	# 0 1 -4 -3	# (%	11.5% 17.6% 24.7% 27.5%	# 0 -1 4 3	# 0 -1 4 3	0.0% 7.7% 58.3% 39.3%	0.0% 7.7% 58.3% 39.3%
02 Middle & Other Managers 03 Professionals 04 Semi-Professionals & Tech 05 Supervisors	4 13 12	-100.0% -100.0% -100.0% -100.0% -100.0%	9/6	# C 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	0.0% 0.0% 0.0% 0.0% 0.0%		# 0 0 0 0 1	# 0 0 0 1	# 0 1 7	% 0.0% 0.0% 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 1 1 -4 -3 0	# (%	11.5% 17.6% 24.7% 27.5% 51.5%	# 0 -1 4 3 0	# 0 -1 4 3 0	0.0% 7.7% 58.3% 39.3% 100.0%	0.0% 7.7% 58.3% 39.3% 100.0%
02 Middle & Other Managers 03 Professionals 04 Semi-Professionals & Tech 05 Supervisors 06 Supervisors: Crafts & Trades	4 13 12	-100.0% -100.0% -100.0% -100.0% -100.0%	%	# 0 0 0 0 0	0.0% 0.0% 0.0% 0.0% 0.0% 0.0%		# 0 0 0 1 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0	# 0 0 0 1 1	# 0 1 7	% 0.0% 0.0% 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 1 1 -4 -3 0 0	#	%	11.5% 17.6% 24.7% 27.5% 51.5% 0.0%	# 0 -1 4 3 0 0	# 0 -1 4 3 0 0	0.0% 7.7% 58.3% 39.3% 100.0% #DIV/0!	0.0% 7.7% 58.3% 39.3% 100.0% #DIV/0!
02 Middle & Other Managers 03 Professionals 04 Semi-Professionals & Tech 05 Supervisors 06 Supervisors: Crafts & Trades 07 Administrative & Sr Clerical	4 13 12	-100.0% -100.0% -100.0% -100.0% -100.0% -100.0%		# C C C C C C C C C C C C C C C C C C C	0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0%	1.0%	# 0 0 0 0 1 1 0 0 0 0 0 0 0 0 0 0 0 0 0	# 0 0 0 1 1 0 0	# 0 1 7	% 0.0% 0.0% 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 1 1 -4 -3 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	# () () ()	% 17.6	11.5% 17.6% 24.7% 27.5% 51.5% 0.0% 33.1%	# 0 -1 4 3 0 0 0	# 0 -1 4 3 0 0 0	0.0% 7.7% 58.3% 39.3% 100.0% #DIV/0! 40.0%	0.0% 7.7% 58.3% 39.3% 100.0% #DIV/0! 40.0%
02 Middle & Other Managers 03 Professionals 04 Semi-Professionals & Tech 05 Supervisors 06 Supervisors: Crafts & Trades 07 Administrative & Sr Clerical 08 Skilled Sales & Service	4 13 12	-100.0% -100.0% -100.0% -100.0% -100.0% -100.0% -100.0% -100.0%	13.0%	# C C C C C C C C C C C C C C C C C C C	0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0%		# 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	# 0 0 0 1 0 0 0 0	# 0 1 7	% 0.0% 0.0% 0.0% 1.0% 0.0% 0.0% 0.0% 20.0%	# 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	# 0 1 1 -4 -3 0 0 0 0 0 0 3 3 0 0 0 0 0 0 0 0 0 0	# (C)	% 17.6	11.5% 17.6% 24.7% 27.5% 51.5% 0.0% 33.1% 19.5%	# 0 -1 4 3 0 0 0 0	# 0 -1 4 3 0 0 0 231	0.0% 7.7% 58.3% 39.3% 100.0% #DIV/0! 40.0% 0.0%	0.0% 7.7% 58.3% 39.3% 100.0% #DIV/0! 40.0% 1376.5%
02 Middle & Other Managers 03 Professionals 04 Semi-Professionals & Tech 05 Supervisors 06 Supervisors: Crafts & Trades 07 Administrative & Sr Clerical	4 13 12	-100.0% -100.0% -100.0% -100.0% -100.0% -100.0%		# C C C C C C C C C C C C C C C C C C C	0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0%	1.0%	# 0 0 0 0 1 1 0 0 0 0 0 0 0 0 0 0 0 0 0	# 0 0 0 1 0 0 0 0 12	# 0 1 7	% 0.0% 0.0% 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 1 -4 -3 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	# () () () ()	% 17.6	11.5% 17.6% 24.7% 27.5% 51.5% 0.0% 33.1%	# 0 -1 4 3 0 0 0 0 -2	# 0 -1 4 3 0 0 0 231	0.0% 7.7% 58.3% 39.3% 100.0% #DIV/0! 40.0%	0.0% 7.7% 58.3% 39.3% 100.0% #DIV/0! 40.0%

43535

† 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.

39

0.0%

0.0%

0.0%

0.0%

0.0%

3.0%

28.0%

11 Intermediate Sales & Service

Semi-Skilled Manual

Other Sales & Service

14 Other Manual Workers

13

Total

12

101

-100.0%

-100.0%

-100.0%

0.0%

0.0%

13.0%

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.

124

3.0%

0.0%

0.0%

0.0%

28.0%

						Table 8: Members of Visible Minorities
**		Mem	bers of Visi	ible Minor	ities	
	oloyment Equity upational Group (EEOG)	Short-teri	m Goals	Long-to	erm Goals	Comments
Occ	upational Group (EEOG)	#	%	#	%	
01	Senior Managers	0		()	To help achieve our employment equity goals, we will:
02	Middle & Other Managers	0	17.6	(17.6	- Provide funding for training and potentially apprenticeship positions
03	Professionals	0		()	- Select a member of a marginized group when qualifications and seniority are relatively equal in a job competition
04	Semi-Professionals & Tech	0)	- Target outreach to marinalized group communities (i.e. various government sponsored programs that help recruit within those communities)
05	Supervisors	0)	- Continue to train on anti-harrassment programs and policies
06	Supervisors: Crafts & Trades	0		()	- Continue to allow work-family balance policies such as flexible work hours
07	Administrative & Sr Clerical	0] ()	- Formalize mentoring programs and continue to promote promotions from within to help encourage growth for all groups
08	Skilled Sales & Service	234	19.5] (19.5	
09	Skilled Crafts & Trades	0] ()	
10	Clerical Personnel	o		1 (ol	

66.7%

0.0%

#DIV/0!

#DIV/0!

35.6%

3,794

58.3%

0.0%

#DIV/0!

#DIV/0!

2741.4%

50.6%

0.0%

58.2%

0.0%

31.1%

58.2

30.9

38

3,832

					Federal Contractors Program Achievement Report
					Part 3: Goals
					Neopost Canada Limited
					43535
12 13	Intermediate Sales & Service Semi-Skilled Manual Other Sales & Service Other Manual Workers	0 0 0	58.2	0 0 0 58.2	
Total		3,832	3090.0	0.0	

									Data for	Subseque	nt/Curre	nt Goals							
-			·					,		Ţ									Y
A B	C	D	E	F	G	Н	I	J	K	L	M	N	О	P	Q	R	S	Т	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	СхНх3	F+I	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	JxP	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K÷C	(K - M + O) ÷ (C + F)
			1	↓				↓	↓	<u>↓</u>	<u> </u>	↓	↓	↓				↓	
									6.1	Table 9:		6 .							
				AH E.	nployees				Subsequ	ent/Curren	Short-teri	n Goals			omen				
		1		All El	†					1		ı		ar Goals	omen	1		ı	I
	Number	Grev	wth (New Posi	tions)	Turnover (R	eplacement of Employees)	f Terminated		Number	Turnover (R	eplacement of	Hires		m - To					
Employment Equity	YYYY-MM-DD	Actual	Pers	jected	Actual		ected	Anticipated Hires Over 3	YYYY-MM-DD		l Employees)	Required		(- YYYY	Present	Present Gap	Projected	Present	Projected Representation in 3
Occupational Group (EEOG)	1111-303-00	Actual	110)	T	Actual	110)	1	Years	1111-MM-DD		Ι.,	Over 3 Years		-1111	Availability	rreacit Gap	Gap	Representation	Years
		Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years			Annually	Over 3 Years	icars.	0	3					
	#	%	%	#	%	%	#	#	#	%	#	#	#	%	%	#	#	%	%
01 Senior Managers	0	-100.0%	,	(0.0%		0	C	0	0.0%	0	0	(0	0.0%	0	0	#DIV/0!	#DIV/0!
02 Middle & Other Managers	0	-100.0%)	(0.0%		0	[c	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%	6 0	0	#DIV/0!	#DIV/0!
04 Semi-Professionals & Tech	0	-100.0%	,	(0.0%		0	c	0	0.0%	0	0	(0	0.0%	6 0	0	#DIV/0!	#DIV/0!
05 Supervisors	0	-100.0%	,	(0.0%		0	[c	0	0.0%	0	0	(0	0.0%	6 0	0	#DIV/0!	#DIV/0!
06 Supervisors: Crafts & Trades	0	0.0%)	(0.0%		0	[c	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%	6 0	0	#DIV/0!	#DIV/0!
08 Skilled Sales & Service	0	-100.0%)	(0.0%		0	[c	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	#DIV/0!	#DIV/0!
10 Clerical Personnel	0	-100.0%		(0.0%		0	C	0	0.0%	0	0	(0	0.0%	6 0	0	#DIV/0!	#DIV/0!
11 Intermediate Sales & Service	0	-100.0%)	(0.0%		0	(0	0.0%	0	0	(0	0.0%	6 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	#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	C	0	0.0%	0	0	(0	0.0%	0	0	#DIV/0!	#DIV/0!
Total	0	-100.0%		(0.0%		0	[C	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
E	January Francis		Won	ien		
Cer	oloyment Equity upational Group (EEOG)	Short-ter	m Goals	Long-ter	·m Goals	Comments
			%		%	
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	
	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	

			Federal Contractors Program Achievement Report
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			Neopost Canada Limited
			43535
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	

									Data for	Subseque	nt/Curre	nt Goals							
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,											,						
A B	C	D	Е	F	G	Н	I	J	K	L	M	N	О	P	Q	R	S	Т	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	CxHx3	F+I	From Workforce Analysis	Equivalent to H	KxLx3	(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)
		1	1	1	1	1	1	↓	↓	1	1	1	1	↓	1	1	1	1	
										11: Abor	<u> </u>								
									Subseque	ent/Current	Short-terr	n Goals							
				All Er	nployees								Aboriginal Peoples					ı	
	Number	Growth (New Positions)			Turnover (Replacement of Terminated Employees)				Number T	Turnover (Replacement of		Hires	3 Year Goals		sent Present Gap	Projected	Present	Projected Representation in 3	
Employment Equity							Anticipated		Terminated Employees)		Required		From - To Prese						
Occupational Group (EEOG)	YYYY-MM-DD	Actual	Proj		Actual Projected		Hires Over 3 Years	YYYY-MM-DD		Over 3 Years		1111-1111		Availability Fresent Gap	Gap	Representation	Years		
		Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years			Annually	Over 3 Years	rears	0	3					
	#	%	%	#	%	%	#	#	#	%	#	#	#	%	9/0	#	#	%	9/0
01 Senior Managers	0	-100.0%		(0.0%		0	C	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
02 Middle & Other Managers	0	-100.0%		C	0.0%		0	C	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
03 Professionals	0	-100.0%		(0.0%		0	C	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
04 Semi-Professionals & Tech	0	-100.0%		(0.0%		0	_ c	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
05 Supervisors	0	-100.0%		C	0.0%		0	C	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
06 Supervisors: Crafts & Trades	0	0.0%		(0.0%		0	C	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
07 Administrative & Sr Clerical	0	-100.0%		(0.0%		0	c	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
08 Skilled Sales & Service	0	-100.0%		(0.0%		0	C	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
09 Skilled Crafts & Trades	0	0.0%		(0.0%		0	c	0	0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
10 Clerical Personnel	0	-100.0%		(0.0%		0	C	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	C	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	#DIV/0!	#DIV/0!
13 Other Sales & Service	0	-100.0%		(0.0%		0	[c	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	#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.

0.0%

0 -100.0%

Total

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.

0.0%

						Table 12: Aboriginal Peoples					
Employment Equity Occupational Group (EEOG)		Aboriginal Peoples									
		Short-term Goals		Long-term Goals		Comments					
			%		%						
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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0.0%

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		Part 3: Goals	00
		Neopost Canada Limited	
		43535	
11 Intermediate Sales & Service 12 Semi-Skilled Manual	0.0	0.0	
Other Sales & Service Other Manual Workers	0.0	0.0	
Total	0.0	0.0	

									Data for	Subseque	nt/Curre	nt Goals							
A B	С	D	Е	F	G	Н	I	J	K	L	M	N	О	P	Q	R	S	Т	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	СхНхЗ	F+I	From Workforce Analysis	Equivalent to H	KxLx3	(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)
		\	1	1	1	Ţ	1	↓	1	1	1	1	1	1	1	1			
										: Persons									
				40.5					Subseque	ent/Current	t Short-teri	n Goals		D	a Dr. 1997				
				All Er	nployees					1		1			th Disabilitie	s T	1		
	Number	Grov	vth (New Posit	ions)		eplacement of Employees)	Terminated		Number	Turnover (R	eplacement of	Hires		r Goals n - To					
Employment Equity	YYYY-MM-DD	Actual	p:	ected	Actual	Proje		Anticipated Hires Over 3	YYYY-MM-DD	Terminated	l Employees)	Required		- YYYY	Present	Present Gap	Projected	Present	Projected Representation in 3
Occupational Group (EEOG)	TTTT-MM-DD	Actual	rioj	1	Actual	Froj		Years	TTTT-MM-DD		Ι.,	Over 3 Years	1111	- 1111	Availability	rresent Gap	Gap	Representation	Years
		Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years			Annually	Over 3 Years	i cars	0	3					
	#	%	%	#	%	%	#	#	#	%	#	#	#	%	%	#	#	%	%
01/02 Managers	0	-100.0%		(0.0%		0	0	0	0.0%	0	0	C		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	#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	#DIV/0!	#DIV/0!
05 Supervisors	0	-100.0%		(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	#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	#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	#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	#DIV/0!	#DIV/0!
10 Clerical Personnel	0	-100.0%		(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	#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	#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	#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	#DIV/0!	#DIV/0!

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

0.0%

-100.0%

Total

Calculated by using the following formula: (Terminated full-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.

0.0%

					Table 14: Persons with Disabilities
F	Person	ns with D	Disabilities		
Employment Equity Occupational Group (EEOG)	Short-term G	oals	Long-term Go	als	Comments
		%	9/	,	
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	D. 00.045

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0.0%

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				Nec	opost Canada Limited			
					43535			
13 14	Other Sales & Service Other Manual Workers	0.0	0.0					
Tota	1	0.0	0.0					

									Data for	Subseque	nt/Curre	nt Goals							
A B	С	D	E	F	G	Н	I	J	K	L	М	N	0	P	Q	R	S	Т	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	CxHx3	F+I	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	JxP	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K÷C	(K - M + O) ÷ (C + F)
	↓	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	1	Ţ
								7	<u> Fable 15: N</u>				S						
									Subseque	ent/Current	Short-tern	n Goals							
				All En	ployees			ı							isible Minori	ities		ı	1
	Number	Grow	th (New Posit	ions)	Turnover (R	eplacement of Employees)	f Terminated		Number	Turnover (Re	eplacement of			r Goals					
Employment Equity								Anticipated			Employees)	Hires Required		n - To	Present	n	Projected	Present	Projected
Occupational Group (EEOG)	YYYY-MM-DD	Actual	Proje	ected	Actual	Proj	ected	Hires Over 3 Years	YYYY-MM-DD			Over 3	1111	- YYYY	Availability	Present Gap	Gap	Representation	Representation in 3 Years
		Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years			Annually	Over 3 Years	Years	0	3					
	#	%	%	#	%	%	#	#	#	%	#	#	#	%	%	#	#	%	%
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!

† Calculated by using the following formula: ((Current number of employees from Workforce Analysis) † Previous number of employees from Workforce Analysis) † 100.

0.0%

0.0%

0.0%

-100.0%

14 Other Manual Workers

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.

0.0%

						Table 16: Members of Visible Minorities
F	Total Control	Mem	bers of Visi	ble Minori	ties	
Coon	oyment Equity pational Group (EEOG)	Short-terr	n Goals	Long-ter	m Goals	Comments
			%		%	
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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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 14 Other Manual Workers	0.0	0.0	
14 Other Manual Workers	0.0	0.0	
Total	0.0	0.0	

								Fede	ral Conti	actors	Progra	m Achie	evement	Report									003795
										Part 4: I				Report									
									N	Neopost	Canad	a Limit	ed										
											43535												
A B	С	D	E	F	G	Н	I	J	K	L	M	N	0	P	Q	R	S	Т	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		0 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
		,	↓			<u>\</u>	1	Ţ	.	↓	1	↓	V	1		.	↓	1	1	↓	Ţ	\	↓
Employment Equity					orce Ar Vorkforc						Hires			Τ		Data A Promotio	nalysis			Ter	minati	ons	
Occupational Group	Year	All Employees		'		omen			All Employees	3		omen		All Employee			Vomen		All Employees	10.		Vomen	
(EEOG)	#	#	Represe	ntation %	Avai	lability #	Gap #	EE Result	#	Ac	tual %	Expected #	Difference #	#	Ac	tual %	Expected #	Difference #	#	Actu	al %	Expected #	Difference #
01 Senior Managers	2019	4	0	0.0	27.6	-	-1	0.0												0			
02 Middle & Other Managers	2019	13	- 1	46.2	39.4	5	1	117.1	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
03 Professionals 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		
06 Supervisors: Crafts & Trades	2019	0	i	0.0	0.0	С	0	0.0		0) 0			0	0	0	0.0		
Traces	1 0		0	0.0	1 0.0	1 4	1 0	0.0		<u> </u>	0.0			/ (<u>' </u>	0.0	<u>/ </u>	0	0	U 0	0.0	1	<u> </u>
Data sources:		Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E÷Gx 100	Part 3: Goals	F÷Ix 100	Part 3: Goals	E÷ K x 100	Part 3: Goals	F÷M x 100											
	1	<u> </u>	<u> </u>	1	<u> </u>	1	1	1	J.	<u> </u>	1	<u> </u>	i.										
			v Entrar	its		61			oals	-	-												
Employment Equity Occupational Group	Year	F	low Data Won	nen			rm Goal	S		Long-ter Won							(Commen	ts				
(EEOG)		All Employees	Acti	ual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met											
	# 0	# 0	# 0	0.0	# C	% 0.0	27.6	0.0	# 0	0.0	% 27.6	% 0.0											
01 Senior Managers	3	0	0	0.0			0.0	0.0			0.0	0.0											
02 Middle & Other Managers	3	0	0	0.0	www.commun	0.0	0.0	0.0		0.0	0.0	0.0											
03 Professionals	0 3	0	0	0.0	200000000000000000000000000000000000000	0.0	0.0	0.0		0.0	0.0	0.0											
04 Semi-Professionals & Technicians	0 3	0	0	0.0	13	0.0	4	0.0	0	0.0	13.4												
05 Supervisors	0 3	0	i	0.0	C	0.0	4	0.0	0	0.0	0.0												
06 Supervisors: Crafts & Trades	0 3	0	0	0.0	C	0.0	W	0.0	0	0.0	0.0	0.0	-										
L I Trades		L 0	L "	0.0		1	1 0.0	L 0.0		1	0.0	L 0.0									Page 2	6 of 47 —	

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08 Skilled Sales & Service Personnel	2019	12		33.3		1	1	119.0		0	0.0					0.0			0	0	0.0		
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12 Workers	0	0	i	0.0		1	_	0.0		0	0.0	() () (0	0.0	0	0	0	0	0.0) (0
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07 Administrative & Senior Clerical	3	0	0	0.0		0.0	0.0	0.0		0.0	0.0	0.0	-										
on Skilled Sales &	0	0	0	0.0		0.0	(d)			0.0	0.0												
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O9 Skilled Crafts & Trades Workers	3	0	0	0.0		0.0	0.0	0.0		0.0	0.0	0.0	-										
10 Clerical Personnel	0	0	0	0.0	C	0.0	0.0	0.0	C	0.0	0.0	0.0											
Intermediate Sales &	3	0	0	0.0		0.0	0.0	0.0		0.0	0.0												
11 Service Personnel	3	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	-	-										
Workers	3	0	0	0.0		1	0.0	0.0			0.0	0.0									Page 2	8 of 47	

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Part 4: Results - Women	8
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Other Sales & Service Personnel	2019	2	1	50.0	55.0	1	0	90.9			0.0												
	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	(
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	C	0	0	0.0	0	(
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14 Other Manual Workers	s 0	0	0	0.0	0	0.0	0.0		(0.0	0.0												
	3	0	0	0.0	50	0.0	0.0 40.5	0.0		0.0	0.0												
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(EEOG)		All Employees	Represe	entation	Avail		Gap	EE Result	All Employee:	s Ac	tual	Expected	Difference	All Employee	Act		Expected	Difference	All Employees	Act		Expected	Difference
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01 Senior Managers	2019	4	0	0.0		:		0.0				ļ .											<u> </u>
Middle & Other	2019	13	0	0.0				0.0		0	0.0	0	() (0	0.0	0	C	0	0	0.0	(0
02 Managers	0	0		0.0				0.0		0	0.0	0	(0 0	0.0	0	C	0	0	0.0	(0
03 Professionals	2019	12		0.0	2.0	0		0.0															
Semi-Professionals &	2019	28	V	0.0			-1	0.0		0	0.0	0	() (0	0.0	0	C	0	0	0.0	(0
04 Technicians	0	0	0	0.0			C	0.0		0	0.0	0	() (0	0.0	0	C	0	0	0.0	(0
05 Supervisors	2019	1	0	0.0			C	0.0															
O6 Supervisors: Crafts &	2019	0	0	0.0			0	0.0	1	0	0.0	0	(0	0.0	0		0	0	0.0	(0
06 Trades	0	0	0	0.0		•	C	0.0		0	0.0	0	() (0	0.0	0	C	0	0	0.0	(0
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Data sources:		Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E÷Gx 100	Part 3: Goals	F÷I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100											
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01 Senior Managers	3	0	0	0.0		0.0	0.0			0.0	0.0												
02 Middle & Other Managers	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	C	0.0	0.0	0.0											
Sami Professionals &	3	0	0	0.0		0.0	0.0	+		0.0	0.0												
04 Technicians	3	0	0	0.0			0.0	0.0			0.0	0.0											
05 Supervisors	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	C	0.0	0.0	0.0											
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Federal Contractors Program Achievement Report
Part 5: Results - Aboriginal Peoples
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(EEOG)		All Employees	Represe	entation	Aborigin	al Peoples	Gap	EE Result	All Employee	s Ac	Aborig tual	Expected	Difference	All Employee	s Act		Expected	Difference	All Employees	Act		Expected	Difference
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07 Administrative &	2019	5	0	0.0	0.9	0	C	0.0															
Senior Clerical	0	0	0	0.0		•	C	0.0		0	0.0	0	C) (0	0.0	0	С	0	0	0.0	C	0
08 Skilled Sales & Service Personnel	2019	12	0	0.0				0.0			0.0	0) 0	0.0	0		0	0	0.0		
9 Skilled Crafts &	2019	0	0	0.0			C	0.0	Ĭ	<u> </u>	0.0					0.0		Ĭ		Ť	0.0		<u> </u>
Trades Workers	0	0	0	0.0				0.0	C	0	0.0	0	C) (0	0.0	0	C	0	0	0.0	C	0
10 Clerical Personnel	2019	12		16.7	0.8	:		2,083.3) 0	0.0	0	(0.0	0		0	0	0.0	,	
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11 Service Personnel	0	0	0	0.0			C	0.0		0	0.0	0	() (0	0.0	0	С	0	0	0.0	C	0
12 Semi-Skilled Manual Workers	2019	0	0	0.0		•	0	0.0			0.0		() 0	0.0					0.0) 0
Workers	0		1 0	0.0	0.0	1 0		J 0.0	1	<u>'I</u> •	0.0	1 0	(′1	<u> </u>	0.0	1 0	1	<u>'I</u>	1 0	0.0		<u> </u>
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Administrative &	# 0	# 0	# 0	0.0	# 0	0.0	%	0.0	#	0.0	% 0.0	0.0											
07 Senior Clerical	3	0	0	0.0		0.0	0.0			0.0	0.0												
08 Skilled Sales &	0	0	0	0.0	0	0.0	0.0	0.0	C	0.0	0.0	0.0											
Service Personnel	3	0	0	0.0		0.0	0.0	+			0.0	+											
09 Skilled Crafts & Trades Workers	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	C	0.0	0.0	0.0											
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Intermediate Sales & Service Personnel	3	0	0	0.0		0.0	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											
Workers	3	0	0	0.0			0.0	0.0			0.0	0.0									Page 3	3 of 47 o	03802

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Part 5: Results - Aboriginal Peoples
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Other Sales & Service Personnel Other Manual Workers Other M				All Employees		·	Goal	Percent of			Goal	Percent of							•	Journen	LS				
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Occupational Group (EEOG)		All Employees			Persons with				All Employee	S Ac		All Employees			th Disabilitie		All Employees			ı Disabilities			
(EEOG)	#	ı,	Represe	entation %	Availa	ability #	Gap #	EE Result	4	Difference #	#	Ac	tual %	Expected #	Difference	4	Actua	%	Expected #	Difference #			
01&	2019	17	0	0.0		1	-1	0.0	*	#	9/0	#		7		/ "	"	7	7	7	/ 0		T.
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03 Professionals	2019	12	0	0.0		1	-1	0.0															
Semi-Professionals &	2019	28	3	0.0	-	2	0	0.0 141.0	С	0	0.0	0	0	0	0	0.0	0	0	0	0	0.0	0	(
04 Technicians	0	0	0	0.0	0.0	0	0	0.0	C	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															
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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	
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04 Semi-Professionals &	0	0	0	0.0		0.0	0.0	0.0	C	0.0	0.0	0.0											
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05 Supervisors	3	0	0	0.0	***************************************	0.0	2	0.0	C	0.0	0.0												
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06 Trades	3		0	0.0			0.0			1	0.0												

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Part 6: Results - Persons	with Disabilities
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Other Sales & Service	2019	2	0	0.0	10.7	-	0	0.0															
Personnel	0	0	0	0.0	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		1 0	0.0		0	0	0	0.0	0	0	0	0	0.0	l .	
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				tual	Goal	Goal Met	Goal	Goal Met	Goal	Goal Met	Goal	Goal Met											
Other Sales & Service	# 0	# 0	# 0	0.0	# 0	0.0	0.0	0.0	# 0	0.0	% 0.0	0.0											
Personnel	3	0	0	0.0		9.0	0.0	0.0		0.0	0.0	1											
14 Other Manual Workers	0 3	0	0	0.0	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											
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01 Senior Managers	2019	4	0	0.0	<u> </u>	:	- · ·	0.0		0	0.0				0	0.0	0		0	0	0.0		0
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02 Managers	0	0	ı "İ	0.0			0	0.0		0	0.0	C	C) (0	0.0	0	0	0	0	0.0) (0
03 Professionals	2019	12		58.3	24.7 0.0			236.2		0	0.0				0	0.0			0	0	0.0		0
04 Semi-Professionals &	2019	28	ı "	39.3	27.5		3	142.9			0.0			1	1 0	0.0				0	0.,	1	7
Technicians	0	0	0	0.0			0	0.0	0	0	0.0	C	C) (0	0.0	0	0	0	0	0.0) (0
05 Supervisors	2019	1 0	1	100.0			0	194.2 0.0		0	0.0) (0	0.0	0	0	0	0	0.0		0
06 Supervisors: Crafts &	2019	0	0	0.0	 		0	0.0		, v	0.0			7	, ,	0.0		Ů		Ŭ	0	,	, ,
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02 Middle & Other Managers	3	0	0	0.0		0.0	0.0	0.0		0.0	0.0												
03 Professionals	0	0	0	0.0		0.0	8	0.0		0.0													
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04 Technicians	3	0	0	0.0		0.0	0.0	0.0			0.0												
05 Supervisors	0	0	0	0.0		0.0	2	0.0		0.0	4										_		
Supervisors: Crafts &	0	0	0	0.0		0.0	0.0	0.0		0.0	0.0												
06 Trades	3	0	0	0.0			0.0	0.0			0.0		-								Page 4	0 of 47	

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Neopost Canada Limited	
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12 Semi-Skilled Manual Workers	2019	0	i	0.0		1	0	0.0		0	0.0				0	0.0	0	0	0	0	0.0		
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07 Administrative & Senior Clerical	0	0	0	0.0		0.0	0			0.0	0.0		-										
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Service Personnel	3	0	0	0.0			0.0	0.0			0.0	0.0)										
O9 Skilled Crafts & Trades Workers	3	0	0	0.0		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												
	3	0	0	0.0		0.0	0.0	0.0			0.0												
Intermediate Sales & Service Personnel	3	0	0	0.0		0.0	0.0	0.0		0.0	0.0		-										
Semi-Skilled Manual	0	0	- i	0.0		0.0		0.0		0.0	0.0												
Workers	3	0	0	0.0			0.0	0.0			0.0	0.0									Page 4	2 of 47	

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(EEOG)		All Employ	ees Repre	sentation		dinorities ability	Gap	EE Result	All Employees	Ac		- Minorities - Expected	Difference	All Employees	Act		Minorities Expected	Difference	All Employees	Act		Minorities Expected	Difference
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Other Sales & Serv	ce 201	9	2 (0.0	58.2	1	-1	0.0															
Personnel	0		<u> </u>	0.0			C	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0.0	0	0
14 Other Manual Worl	ers 201		-	0.0		1		0.0		0	0.0		0	0	0	0.0	0		0	0	0.0	0	H
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14 Other Manual Worl	0		<u> </u>	0.0		0.0	0.0		0	0.0	0.0												
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Total	0			0.0		0.0	3,090.0	0.0	0	0.0	0.0												

Federal Contractors Program Achievement Report
Part 8: Reasonable Efforts
Neopost Canada Limited
43535

Efforts

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

Required measures:

V	Ensured new employees were given the opportunity to self-identify and adjusted survey results accordingly.
7	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.
7	Adjusted survey results to reflect hires, promotions and terminations.
7	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.
V	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).
V	Updated the availability estimates to incorporate new Census data as it is made available for employment equity purposes.
7	Ensured that any new gaps identified are addressed accordingly.
7	Maintained appropriate records in all required areas.

Other measures:

V	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.
V	Have an accommodation policy and/or procedures which was communicated to all staff and ensured accommodation takes place.
7	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.
V	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.
V	Put in place a strategy to ensure a barrier-free workplace.
V	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):
Oper	ational Context
	check the appropriate boxes and provide a brief overview of the events that have influenced your
organiz assessn	ation's activities during the period between the first/previous and subsequent/current compliance nent.
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assessn	nent.
assessn	nent.
assessn	Impact of economic and industrial conditions on the organization.
assessn	Impact of economic and industrial conditions on the organization.

	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.
Addit	tional Details
Please p	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.

Α.	Name:	
	Functiona	ıl Area:
	Position:	
	Employee	e number:
	Employm	ent status:
		Full-time employee
		Part-time employee
		Temporary employee
В.	Gender	
		Female
	П	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?

П	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 of	disabilities (e.g., learning, developmental and other types of disabilities)
	Are	you a	person with a disability?
		Yes	
		No	
F.	Ple No	ase spe te that	al Data for Accommodation Purposes ecify how we can accommodate you to help you participate fully in the workplace if we implement these accommodation measures, they will not have a negative your hiring, training, promotion and retention in our organization.
G.	Vo 1.	Pleas	y Employee Participation e indicate below if you wish to have your employment equity self-identification mation used for particular employment equity initiatives. Yes No
	2.	As pa group providemplo	ort of our ongoing employment equity work, from time to time we ask designated members to participate in various activities (e.g., committees, focus groups) to de feedback on new programs. If you agree to be contacted directly by the byment equity contact or a local human resources manager for this kind of ty, please check "Yes" below.
			Yes
			No
	Em	ploye	e Comments
	hea em	ar from iployme	ve any comments/feedback on our employment equity program, we would like to you. Rest assured, all comments will be kept confidential. Please contact the ent equity contact by phone (905) 475-3722 or e-mail opra@neopost.com.
	Em	nploye	e Signature
	Sig	ınature	:
	Da	te:	
	Tha	ank you	ı for your participation!
	en	velope	eturn this form electronically to v.tam-chopra@neopost.com or in the provided to the confidential attention of Yvonne Tam-Chopra, Neopost 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 4 Alberta

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: Number of questionnaires returned:

Number of completed questionnaires returned:

#	%
101	100
101	100
101	100

- The questionnaire or accompanying documentation indicates that an employee may self-identify as being a member of more than one group.
- 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.
- themselves at any time

Observations:

WORKFORCE ANALYSIS & GOAL SETTING

- 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 stimates or provided reasonable justifications.
- 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			
	Employment Equity Occupational Group		Short-	Long-	Representation	LMA
Emp			term	term		
	(EEOG)		(1 to 3	(3+		
			years)	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			
	Employment Equity Occupational Group (EEOG)		Short-	Long-	Representation	LMA
Emp			term	term		
			(1 to 3	(3+		
			years)	years)		
#	Description	#	# or %	# 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			
Employment Equity Occupational Group (EEOG)		Present	Short- term	Long- term	Representation	LMA
		Gap	(1 to 3	(3+		
			years)	years)		
#	Description	#	# or %	# 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			
Employment Equity Occupational Group (EEOG)		Present	Short- term	Long- term	Representation	LMA
		Gap	(1 to 3	(3+		
			years)	years)		
#	Description	#	# or %	# 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:

oximes in compliance oximes 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 (Form1 to 6) at the national level.
- 2. A current workforce analysis; and
- 3. A completed Achievement Report that includes revised short-term and long-term numerical goals for any remaining gaps in representation.

These documents will allow the Labour Program to assess whether or not reasonable progress has been made since the previous assessment. If reasonable progress has not been made, 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 underrepresented; 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) Joignez-vous au Forum de l'equite, la diversité et l'inclusion en ligne, un espace collaboratif pour employeurs. Envoyez-nous un courriel pour vous joindre!

Lais the online Workplace Equity. Diversity and Inclusion Forum (WEDIF), a collaborative Join the online workplace equal, 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:
 - o 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: 0Partially completed: 0Fully 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
 - o "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@hrsdc-

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 <u>Federal</u> Contractors Program (FCP) under the <u>Employment Equity Act</u>.

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:
 - o the number of employees that were surveyed;
 - the combined number of self-identification questionnaires that were returned blank, partially and fully completed; and
 - o 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 <u>Workplace Equity Information Management System</u> (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 <u>Help page</u>.

<u>WEIMS</u> 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 <u>Authorization Form to Access WEIMS</u>.

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

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



Joignez-vous au Forum de l'équité, la diversite et l'inclusion en milleu de d'avail (l'équité, la diversite et l'inclusion en milleu de d'avail (l'équité, la diversité et l'inclusion en milleu d'ava Joignez-vous au Forum de l'équité, la diversité et l'inclusion en milieu de travail (FEDIMT) space for employers. Send us an email to join!