



s.19(1)

s.24(1)

Labour Program  
Federal Contractors Program

## Agreement to Implement Employment Equity

- New Agreement  
 Revised Agreement

ORGANIZATION	
Legal Name of Organization OpenText Corporation	Parent company is located outside Canada <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Operating Name (if different from Legal Name of Organization)	Procurement Business Number [REDACTED]
Organization's North American Industry Classification System (NAICS) Code N° 54	Total number of employees in Canada (Full-Time/Part-Time/Temporary) 1385 To find your organization's NAICS Code Number please visit: <a href="http://www.statcan.gc.ca/subjects-sujets/standard-norme/naics-scian/2002/naics-scian02l-eng.htm">http://www.statcan.gc.ca/subjects-sujets/standard-norme/naics-scian/2002/naics-scian02l-eng.htm</a>

Official use only (if information above is incorrect)		
Procurement Business Number	Total number of employees in Canada	Organization's NAICS Code No

HEAD OFFICE			
Address (building number, street, suite, etc.) 275 Frank Tompa Dr.	City Waterloo	Province ON	Postal Code N2L 0A1
	Telephone Number 519 888 7111	Fax Number 1 877 267 3647	

EMPLOYMENT EQUITY CONTACT	
Name (print) Brenda Kirkwood	Title HR Manager
Telephone Number 613) 238 1761 x 2866	E-mail Address bkirkwoo@opentext.com

CERTIFICATION
<p>The above-named organization:</p> <ul style="list-style-type: none"> <li>• having a combined workforce of 100 or more permanent full-time, permanent part-time and temporary employees having worked 12 weeks or more in Canada, AND</li> <li>• intending to bid on, or being in receipt of, a federal government goods or services contract, standing offer or contract issued under a Supply Arrangement, valued at \$1,000,000 or more (including applicable taxes).</li> </ul> <p>Hereby certifies its commitment to implement or maintain employment equity on an on-going basis, beyond the period of the procurement instrument, in keeping with the Federal Contractors Program requirements. For more information on how to implement employment equity please refer to: <a href="http://www.esdc.gc.ca/eng/labour/equality/fcp/index.shtml">http://www.esdc.gc.ca/eng/labour/equality/fcp/index.shtml</a></p> <p><b>Important note:</b> If an audit of the Agreement to Implement Employment Equity uncovers misrepresentation on the part of the organization, the procurement instrument(s) with the Government of Canada may be terminated.</p>

SIGNATORY	
<b>NOTE:</b> The signatory must be the Chief Executive Officer OR an authorized person in an executive position with legal authority to sign a contract on behalf of the organization.	
Name (print) Lisa Zangari	Title Chief Human Resources Officer
Telephone Number 416 [REDACTED]	E-mail Address lzangari@opentext.com
Signature [REDACTED]	Date

RETURN INSTRUCTIONS
<p><b>IMPO</b></p> <ul style="list-style-type: none"> <li>• The original copy of the signed Agreement to Implement Employment Equity form must be sent to the Labour Program fax, at: (819) 953-8768 or by e-mail at: ee-eme@hrsdcc-rhdcc.gc.ca</li> </ul>

# Questions and Answers

## Subsidiary vs. Division/Branch

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

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

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

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

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

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

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

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

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

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

## Employment Status

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

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

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

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



**Agreement number : 060644**

165 Hôtel-de-Ville  
Place du Portage,  
Phase II, 10<sup>th</sup> Floor  
Gatineau, Quebec  
K1A 0J2

February 22<sup>nd</sup>, 2017

Ms. Leslie Sarauer  
SVP Human Resources  
OpenTextCorporation  
275 Frank Tompa Drive  
Waterloo, Ontario  
N2L 0A1

**Subject: Request for Extension – Compliance Assessment – Federal Contractors Program**

Dear Ms. Sarauer,

You have sent an application requesting an extension for submitting the required documentation to complete the Compliance Assessment under the Federal Contractors Program as part of OpenText Corporation's obligations.

As requested, we hereby grant to OpenText Corporation an extension until May 31<sup>st</sup>, 2017.

Should you have any questions regarding the Compliance Assessment, do not hesitate to contact us at: [ee-eme@hrsdc-rhdsc.gc.ca](mailto:ee-eme@hrsdc-rhdsc.gc.ca).

Sincerely,

Tiffany Ryan  
Manager, Program Operations  
Employment and Social Development Canada – Labour Program



Workplace Equity Information Management System - OpenText Corporation

Workforce Analysis - Detailed Report

Date: 2017-04-03

Women

Employment Equity Occupational Group	Internal Location	All Employees #	Representation		Women Availability		Gap #	Recruitment Area
			#	%	%	#		
<b>01 : Senior Managers</b>	National	140	47	33.6 %	27.4 %	38	9	National
<b>02 : Middle and Other Managers</b>	National	167	61	36.5 %	38.9 %	65	-4	National
<b>03 : Professionals</b>		738	255	34.6 %	31.2 %	230	25	
1111 : Financial auditors and accountants	National	11	7	63.6 %	55.1 %	6	1	National
1112 : Financial and investment analysts	National	75	55	73.3 %	50.1 %	38	17	National
1121 : Human resources professionals	National	25	23	92.0 %	71.1 %	18	5	National
1122 : Professional occupations in business management consulting	National	25	9	36.0 %	42.0 %	11	-2	National
1123 : Professional occupations in advertising, marketing and public relations	National	9	4	44.4 %	66.4 %	6	-2	National
2147 : Computer engineers (except software engineers and designers)	National	5	0	0.0 %	12.6 %	1	-1	National
2171 : Information systems analysts and consultants	National	203	68	33.5 %	28.3 %	57	11	National
2172 : Database analysts and data administrators	National	11	0	0.0 %	35.2 %	4	-4	National
2173 : Software engineers and designers	National	264	41	15.5 %	17.4 %	46	-5	National
2174 : Computer programmers and interactive media developers	National	33	4	12.1 %	17.9 %	6	-2	National
2175 : Web designers and developers	National	9	3	33.3 %	32.9 %	3	0	National
4112 : Lawyers and Quebec notaries	National	1	0	0.0 %	42.5 %	0	0	National
4163 : Business development officers and marketing researchers and consultants	National	41	27	65.9 %	50.7 %	21	6	National
5121 : Authors and writers	National	26	14	53.8 %	54.9 %	14	0	National
<b>04 : Semi-Professionals and Technicians</b>		197	26	13.2 %	24.7 %	49	-23	
2281 : Computer network technicians	Ontario	18	0	0.0 %	20.8 %	4	-4	Ontario
2282 : User support technicians	Alberta	5	0	0.0 %	26.7 %	1	-1	Alberta
2282 : User support technicians	Ontario	166	22	13.3 %	24.2 %	40	-18	Ontario
2282 : User support technicians	Québec	2	0	0.0 %	19.6 %	0	0	Québec
4211 : Paralegal and related occupations	Ontario	1	1	100.0 %	82.0 %	1	0	Ontario
5241 : Graphic designers and illustrators	Ontario	5	3	60.0 %	44.9 %	2	1	Ontario



Workplace Equity Information Management System - OpenText Corporation

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Date: 2017-04-03

Women

Employment Equity Occupational Group	Internal Location	All Employees #	Representation		Women Availability		Gap #	Recruitment Area
			#	%	%	#		
<b>05 : Supervisors</b>		12	11	91.7 %	54.2 %	7	4	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	12	11	91.7 %	54.2 %	7	4	Kitchener - Cambridge
<b>07 : Administrative and Senior Clerical Personnel</b>		79	64	81.0 %	82.0 %	65	-1	
<b>Employment Equity Occupational Group</b>	Calgary	1	1	100.0 %	80.5 %	1	0	Calgary
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	53	44	83.0 %	83.0 %	44	0	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Montréal	2	2	100.0 %	80.8 %	2	0	Montréal
<b>Employment Equity Occupational Group</b>	Ottawa - Gatineau	1	1	100.0 %	77.2 %	1	0	Ottawa - Gatineau
<b>Employment Equity Occupational Group</b>	Toronto	22	16	72.7 %	80.1 %	18	-2	Toronto
<b>08 : Skilled Sales and Service Personnel</b>		84	41	48.8 %	28.3 %	24	17	
6221 : Technical sales specialists - wholesale trade	Alberta	5	0	0.0 %	20.5 %	1	-1	Alberta
6221 : Technical sales specialists - wholesale trade	Ontario	74	40	54.1 %	28.7 %	21	19	Ontario
6221 : Technical sales specialists - wholesale trade	Québec	5	1	20.0 %	29.1 %	1	0	Québec
<b>10 : Clerical Personnel</b>		110	93	84.5 %	67.8 %	75	18	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	108	91	84.3 %	67.9 %	73	18	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Ottawa - Gatineau	1	1	100.0 %	65.8 %	1	0	Ottawa - Gatineau
<b>Employment Equity Occupational Group</b>	Toronto	1	1	100.0 %	65.2 %	1	0	Toronto
<b>11 : Intermediate Sales and Service Personnel</b>		49	28	57.1 %	66.9 %	33	-5	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	27	15	55.6 %	69.4 %	19	-4	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Toronto	22	13	59.1 %	63.9 %	14	-1	Toronto
<b>13 : Other Sales and Service Personnel</b>		25	14	56.0 %	57.0 %	14	0	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	15	9	60.0 %	58.0 %	9	0	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Toronto	10	5	50.0 %	55.5 %	6	-1	Toronto



Workplace Equity Information Management System - OpenText Corporation

**Workforce Analysis - Detailed Report**

Date: 2017-04-03

**Women**

Employment Equity Occupational Group	Internal Location	Women					Recruitment Area
		All Employees #	Representation #	Representation %	Availability %	Availability #	
Total		1601	640	40.0 %	37.4 %	600	40

Total may not equal sum of components due to rounding.

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



Workplace Equity Information Management System - OpenText Corporation

Workforce Analysis - Detailed Report

Date: 2017-04-03

Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples Representation		Aboriginal Peoples Availability		Gap #	Recruitment Area
			#	%	%	#		
<b>01 : Senior Managers</b>	National	140	1	0.7 %	2.9 %	4	-3	National
<b>02 : Middle and Other Managers</b>	National	167	1	0.6 %	2.2 %	4	-3	National
<b>03 : Professionals</b>		738	3	0.4 %	1.1 %	8	-5	
1111 : Financial auditors and accountants	National	11	0	0.0 %	1.3 %	0	0	National
1112 : Financial and investment analysts	National	75	0	0.0 %	0.9 %	1	-1	National
1121 : Human resources professionals	National	25	0	0.0 %	2.7 %	1	-1	National
1122 : Professional occupations in business management consulting	National	25	0	0.0 %	1.6 %	0	0	National
1123 : Professional occupations in advertising, marketing and public relations	National	9	0	0.0 %	2.1 %	0	0	National
2147 : Computer engineers (except software engineers and designers)	National	5	0	0.0 %	0.9 %	0	0	National
2171 : Information systems analysts and consultants	National	203	2	1.0 %	1.1 %	2	0	National
2172 : Database analysts and data administrators	National	11	0	0.0 %	1.3 %	0	0	National
2173 : Software engineers and designers	National	264	0	0.0 %	0.6 %	2	-2	National
2174 : Computer programmers and interactive media developers	National	33	1	3.0 %	1.0 %	0	1	National
2175 : Web designers and developers	National	9	0	0.0 %	1.5 %	0	0	National
4112 : Lawyers and Quebec notaries	National	1	0	0.0 %	1.6 %	0	0	National
4163 : Business development officers and marketing researchers and consultants	National	41	0	0.0 %	2.0 %	1	-1	National
5121 : Authors and writers	National	26	0	0.0 %	1.9 %	0	0	National
<b>04 : Semi-Professionals and Technicians</b>		197	1	0.5 %	1.7 %	3	-2	
2281 : Computer network technicians	Ontario	18	0	0.0 %	1.4 %	0	0	Ontario
2282 : User support technicians	Alberta	5	0	0.0 %	3.8 %	0	0	Alberta
2282 : User support technicians	Ontario	166	1	0.6 %	1.6 %	3	-2	Ontario
2282 : User support technicians	Québec	2	0	0.0 %	1.3 %	0	0	Québec
4211 : Paralegal and related occupations	Ontario	1	0	0.0 %	1.5 %	0	0	Ontario
5241 : Graphic designers and illustrators	Ontario	5	0	0.0 %	1.6 %	0	0	Ontario



Workplace Equity Information Management System - OpenText Corporation

Workforce Analysis - Detailed Report

Date: 2017-04-03

Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples Representation		Aboriginal Peoples Availability		Gap #	Recruitment Area
			#	%	%	#		
<b>05 : Supervisors</b>		12	1	8.3 %	1.0 %	0	1	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	12	1	8.3 %	1.0 %	0	1	Kitchener - Cambridge
<b>07 : Administrative and Senior Clerical Personnel</b>		79	1	1.3 %	1.4 %	1	0	
<b>Employment Equity Occupational Group</b>	Calgary	1	0	0.0 %	2.6 %	0	0	Calgary
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	53	1	1.9 %	1.6 %	1	0	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Montréal	2	0	0.0 %	0.7 %	0	0	Montréal
<b>Employment Equity Occupational Group</b>	Ottawa - Gatineau	1	0	0.0 %	3.2 %	0	0	Ottawa - Gatineau
<b>Employment Equity Occupational Group</b>	Toronto	22	0	0.0 %	0.8 %	0	0	Toronto
<b>08 : Skilled Sales and Service Personnel</b>		84	1	1.2 %	1.0 %	1	0	
6221 : Technical sales specialists - wholesale trade	Alberta	5	0	0.0 %	2.0 %	0	0	Alberta
6221 : Technical sales specialists - wholesale trade	Ontario	74	1	1.4 %	1.0 %	1	0	Ontario
6221 : Technical sales specialists - wholesale trade	Québec	5	0	0.0 %	1.0 %	0	0	Québec
<b>10 : Clerical Personnel</b>		110	0	0.0 %	1.0 %	1	-1	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	108	0	0.0 %	0.9 %	1	-1	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Ottawa - Gatineau	1	0	0.0 %	2.8 %	0	0	Ottawa - Gatineau
<b>Employment Equity Occupational Group</b>	Toronto	1	0	0.0 %	0.7 %	0	0	Toronto
<b>11 : Intermediate Sales and Service Personnel</b>		49	0	0.0 %	1.1 %	1	-1	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	27	0	0.0 %	1.5 %	0	0	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Toronto	22	0	0.0 %	0.6 %	0	0	Toronto
<b>13 : Other Sales and Service Personnel</b>		25	0	0.0 %	1.7 %	0	0	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	15	0	0.0 %	2.3 %	0	0	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Toronto	10	0	0.0 %	0.8 %	0	0	Toronto





Workplace Equity Information Management System - OpenText Corporation

**Workforce Analysis - Detailed Report**

Date: 2017-04-03

**Aboriginal Peoples**

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples Representation		Aboriginal Peoples Availability		Gap #	Recruitment Area
			#	%	%	#		
Total		1601	9	0.6 %	1.5 %	23	-14	

Total may not equal sum of components due to rounding.

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



Workplace Equity Information Management System - OpenText Corporation

Workforce Analysis - Detailed Report

Date: 2017-04-03

Members of Visible Minorities

Employment Equity Occupational Group	Internal Location	All Employees #	Members of Visible Minorities Representation		Members of Visible Minorities Availability		Gap #	Recruitment Area
			#	%	%	#		
<b>01 : Senior Managers</b>	National	140	25	17.9 %	10.1 %	14	11	National
<b>02 : Middle and Other Managers</b>	National	167	29	17.4 %	15.0 %	25	4	National
<b>03 : Professionals</b>		738	179	24.3 %	32.6 %	241	-62	
1111 : Financial auditors and accountants	National	11	5	45.5 %	27.5 %	3	2	National
1112 : Financial and investment analysts	National	75	25	33.3 %	35.4 %	27	-2	National
1121 : Human resources professionals	National	25	5	20.0 %	14.1 %	4	1	National
1122 : Professional occupations in business management consulting	National	25	5	20.0 %	21.6 %	5	0	National
1123 : Professional occupations in advertising, marketing and public relations	National	9	0	0.0 %	16.9 %	2	-2	National
2147 : Computer engineers (except software engineers and designers)	National	5	2	40.0 %	38.2 %	2	0	National
2171 : Information systems analysts and consultants	National	203	49	24.1 %	31.4 %	64	-15	National
2172 : Database analysts and data administrators	National	11	4	36.4 %	32.3 %	4	0	National
2173 : Software engineers and designers	National	264	66	25.0 %	40.5 %	107	-41	National
2174 : Computer programmers and interactive media developers	National	33	10	30.3 %	31.5 %	10	0	National
2175 : Web designers and developers	National	9	1	11.1 %	22.8 %	2	-1	National
4112 : Lawyers and Quebec notaries	National	1	0	0.0 %	12.5 %	0	0	National
4163 : Business development officers and marketing researchers and consultants	National	41	5	12.2 %	21.9 %	9	-4	National
5121 : Authors and writers	National	26	2	7.7 %	10.7 %	3	-1	National
<b>04 : Semi-Professionals and Technicians</b>		197	52	26.4 %	34.9 %	69	-17	
2281 : Computer network technicians	Ontario	18	4	22.2 %	34.1 %	6	-2	Ontario
2282 : User support technicians	Alberta	5	2	40.0 %	28.2 %	1	1	Alberta
2282 : User support technicians	Ontario	166	45	27.1 %	35.9 %	60	-15	Ontario
2282 : User support technicians	Québec	2	0	0.0 %	18.2 %	0	0	Québec
4211 : Paralegal and related occupations	Ontario	1	0	0.0 %	22.3 %	0	0	Ontario
5241 : Graphic designers and illustrators	Ontario	5	1	20.0 %	24.0 %	1	0	Ontario



Workplace Equity Information Management System - OpenText Corporation

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Members of Visible Minorities

Employment Equity Occupational Group	Internal Location	All Employees #	Members of Visible Minorities Representation		Members of Visible Minorities Availability		Gap #	Recruitment Area
			#	%	%	#		
<b>05 : Supervisors</b>		12	0	0.0 %	12.0 %	1	-1	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	12	0	0.0 %	12.0 %	1	-1	Kitchener - Cambridge
<b>07 : Administrative and Senior Clerical Personnel</b>		79	18	22.8 %	17.4 %	14	4	
<b>Employment Equity Occupational Group</b>	Calgary	1	0	0.0 %	16.5 %	0	0	Calgary
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	53	11	20.8 %	9.5 %	5	6	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Montréal	2	0	0.0 %	12.2 %	0	0	Montréal
<b>Employment Equity Occupational Group</b>	Ottawa - Gatineau	1	1	100.0 %	12.2 %	0	1	Ottawa - Gatineau
<b>Employment Equity Occupational Group</b>	Toronto	22	6	27.3 %	37.3 %	8	-2	Toronto
<b>08 : Skilled Sales and Service Personnel</b>		84	15	17.9 %	19.5 %	16	-1	
6221 : Technical sales specialists - wholesale trade	Alberta	5	2	40.0 %	11.3 %	1	1	Alberta
6221 : Technical sales specialists - wholesale trade	Ontario	74	13	17.6 %	20.8 %	15	-2	Ontario
6221 : Technical sales specialists - wholesale trade	Québec	5	0	0.0 %	8.5 %	0	0	Québec
<b>10 : Clerical Personnel</b>		110	29	26.4 %	11.8 %	13	16	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	108	28	25.9 %	11.5 %	12	16	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Ottawa - Gatineau	1	0	0.0 %	14.7 %	0	0	Ottawa - Gatineau
<b>Employment Equity Occupational Group</b>	Toronto	1	1	100.0 %	48.1 %	0	1	Toronto
<b>11 : Intermediate Sales and Service Personnel</b>		49	13	26.5 %	29.6 %	15	-2	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	27	6	22.2 %	13.8 %	4	2	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Toronto	22	7	31.8 %	48.9 %	11	-4	Toronto
<b>13 : Other Sales and Service Personnel</b>		25	6	24.0 %	31.2 %	8	-2	
<b>Employment Equity Occupational Group</b>	Kitchener - Cambridge - Waterloo	15	3	20.0 %	16.9 %	3	0	Kitchener - Cambridge
<b>Employment Equity Occupational Group</b>	Toronto	10	3	30.0 %	52.7 %	5	-2	Toronto



Workplace Equity Information Management System - OpenText Corporation

**Workforce Analysis - Detailed Report**

Date: 2017-04-03

**Members of Visible Minorities**

Employment Equity Occupational Group	Internal Location	Members of Visible Minorities					Recruitment Area
		All Employees #	Representation #      %		Availability %      #		
Total		1601	366	22.9 %	25.9 %	416	-50

Total may not equal sum of components due to rounding.

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



Workplace Equity Information Management System - OpenText Corporation

Workforce Analysis - Detailed Report

Date: 2017-04-03

Persons with Disabilities

Employment Equity Occupational Group	Internal Location	All Employees #	Persons with Disabilities Representation		Persons with Disabilities Availability		Gap #	Recruitment Area
			#	%	%	#		
01/02 : Managers	National	307	3	1.0 %	4.3 %	13	-10	National
03 : Professionals	National	738	17	2.3 %	3.8 %	28	-11	National
04 : Semi-Professionals and Technicians	National	197	6	3.0 %	4.6 %	9	-3	National
05 : Supervisors	National	12	0	0.0 %	13.9 %	2	-2	National
07 : Administrative and Senior Clerical Personnel	National	79	0	0.0 %	3.4 %	3	-3	National
08 : Skilled Sales and Service Personnel	National	84	3	3.6 %	3.5 %	3	0	National
10 : Clerical Personnel	National	110	0	0.0 %	7.0 %	8	-8	National
11 : Intermediate Sales and Service Personnel	National	49	1	2.0 %	5.6 %	3	-2	National
13 : Other Sales and Service Personnel	National	25	1	4.0 %	6.3 %	2	-1	National
<b>Total</b>		<b>1601</b>	<b>31</b>	<b>1.9 %</b>	<b>4.3 %</b>	<b>71</b>	<b>-40</b>	

Total may not equal sum of components due to rounding.

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



## Workforce Analysis - Detailed Report

Date: 2017-04-03

### WFA Defaults - Women, Aboriginal Peoples and Visible Minorities

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



## Workforce Analysis - Detailed Report

Date: 2017-04-03

### WFA Defaults - Persons with Disabilities

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



Workplace Equity Information Management System - OpenText Corporation

**Workforce Analysis - Summary Report**

Date: 2017-04-03

**Women**

Employment Equity Occupational Group	All Employees #	Representation		Women Availability		Gap #
		#	%	%	#	
01 : Senior Managers	140	47	33.6 %	27.4 %	38	9
02 : Middle and Other Managers	167	61	36.5 %	38.9 %	65	-4
03 : Professionals	738	255	34.6 %	31.2 %	230	25
04 : Semi-Professionals and Technicians	197	26	13.2 %	24.7 %	49	-23
05 : Supervisors	12	11	91.7 %	54.2 %	7	4
07 : Administrative and Senior Clerical Personnel	79	64	81.0 %	82.0 %	65	-1
08 : Skilled Sales and Service Personnel	84	41	48.8 %	28.3 %	24	17
10 : Clerical Personnel	110	93	84.5 %	67.8 %	75	18
11 : Intermediate Sales and Service Personnel	49	28	57.1 %	66.9 %	33	-5
13 : Other Sales and Service Personnel	25	14	56.0 %	57.0 %	14	0
<b>Total</b>	<b>1601</b>	<b>640</b>	<b>40.0 %</b>	<b>37.4 %</b>	<b>600</b>	<b>40</b>

Total may not equal sum of components due to rounding.





Workplace Equity Information Management System - OpenText Corporation

**Workforce Analysis - Summary Report**

Date: 2017-04-03

**Aboriginal Peoples**

Employment Equity Occupational Group	Aboriginal Peoples					
	All Employees	Representation		Availability		Gap
		#	#	%	%	
01 : Senior Managers	140	1	0.7 %	2.9 %	4	-3
02 : Middle and Other Managers	167	1	0.6 %	2.2 %	4	-3
03 : Professionals	738	3	0.4 %	1.1 %	8	-5
04 : Semi-Professionals and Technicians	197	1	0.5 %	1.7 %	3	-2
05 : Supervisors	12	1	8.3 %	1.0 %	0	1
07 : Administrative and Senior Clerical Personnel	79	1	1.3 %	1.4 %	1	0
08 : Skilled Sales and Service Personnel	84	1	1.2 %	1.0 %	1	0
10 : Clerical Personnel	110	0	0.0 %	1.0 %	1	-1
11 : Intermediate Sales and Service Personnel	49	0	0.0 %	1.1 %	1	-1
13 : Other Sales and Service Personnel	25	0	0.0 %	1.7 %	0	0
<b>Total</b>	<b>1601</b>	<b>9</b>	<b>0.6 %</b>	<b>1.5 %</b>	<b>23</b>	<b>-14</b>

Total may not equal sum of components due to rounding.



Workplace Equity Information Management System - OpenText Corporation

**Workforce Analysis - Summary Report**

Date: 2017-04-03

**Members of Visible Minorities**

Employment Equity Occupational Group	Members of Visible Minorities					
	All Employees	Representation		Availability		Gap
		#	#	%	%	
01 : Senior Managers	140	25	17.9 %	10.1 %	14	11
02 : Middle and Other Managers	167	29	17.4 %	15.0 %	25	4
03 : Professionals	738	179	24.3 %	32.6 %	241	-62
04 : Semi-Professionals and Technicians	197	52	26.4 %	34.9 %	69	-17
05 : Supervisors	12	0	0.0 %	12.0 %	1	-1
07 : Administrative and Senior Clerical Personnel	79	18	22.8 %	17.4 %	14	4
08 : Skilled Sales and Service Personnel	84	15	17.9 %	19.5 %	16	-1
10 : Clerical Personnel	110	29	26.4 %	11.8 %	13	16
11 : Intermediate Sales and Service Personnel	49	13	26.5 %	29.6 %	15	-2
13 : Other Sales and Service Personnel	25	6	24.0 %	31.2 %	8	-2
<b>Total</b>	<b>1601</b>	<b>366</b>	<b>22.9 %</b>	<b>25.9 %</b>	<b>416</b>	<b>-50</b>

Total may not equal sum of components due to rounding.



Workplace Equity Information Management System - OpenText Corporation

**Workforce Analysis - Summary Report**

Date: 2017-04-03

**Persons with Disabilities**

Employment Equity Occupational Group	All Employees #	Persons with Disabilities				Gap #
		Representation		Availability		
		#	%	%	#	
01/02 : Managers	307	3	1.0 %	4.3 %	13	-10
03 : Professionals	738	17	2.3 %	3.8 %	28	-11
04 : Semi-Professionals and Technicians	197	6	3.0 %	4.6 %	9	-3
05 : Supervisors	12	0	0.0 %	13.9 %	2	-2
07 : Administrative and Senior Clerical Personnel	79	0	0.0 %	3.4 %	3	-3
08 : Skilled Sales and Service Personnel	84	3	3.6 %	3.5 %	3	0
10 : Clerical Personnel	110	0	0.0 %	7.0 %	8	-8
11 : Intermediate Sales and Service Personnel	49	1	2.0 %	5.6 %	3	-2
13 : Other Sales and Service Personnel	25	1	4.0 %	6.3 %	2	-1
<b>Total</b>	<b>1601</b>	<b>31</b>	<b>1.9 %</b>	<b>4.3 %</b>	<b>71</b>	<b>-40</b>

Total may not equal sum of components due to rounding.



## Workforce Analysis - Summary Report

Date: 2017-04-03

### WFA Defaults - Women, Aboriginal Peoples and Visible Minorities

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



## Workforce Analysis - Summary Report

Date: 2017-04-03

### WFA Defaults - Persons with Disabilities

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











**Federal Contractors Program Achievement Report**

**Part 2: Flow Data Analysis**

**OpenTet**

**42828**

Start Date of Flow Data		
YYYY	MM	DD

End Date of Flow Data		
YYYY	MM	DD

Data from Form 4 - Employees Hired			
↓	↓	↓	↓

Data from Form 5 - Employees Promoted			
↓	↓	↓	↓

Data from Form 6 - Employees Terminated			
↓	↓	↓	↓

Table 1: Women			
Full-time / National		Part-time / National	
All Employees Hired	Women Hired	All Employees Hired	Women Hired
#	#	#	#

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

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

Employment Equity Occupational Group (EEOG)	Table 1: Women			
	Full-time / National		Part-time / National	
	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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Employment Equity Occupational Group (EEOG)	Table 5: Women			
	Full-time / National		Part-time / National	
	All Employees Promoted	Women Promoted	All Employees Promoted	Women Promoted
	#	#	#	#
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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Employment Equity Occupational Group (EEOG)	Table 9: Women			
	Full-time / National		Part-time / National	
	All Employees Terminated	Women Terminated	All Employees Terminated	Women Terminated
	#	#	#	#
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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Federal Contractors Program Achievement Report**

**Part 2: Flow Data Analysis**

**OpenTet**

**42828**

Start Date of Flow Data		
YYYY	MM	DD
0	0	0

End Date of Flow Data		
YYYY	MM	DD
0	0	0

**Data from Form 4 - Employees Hired**

↓ ↓ ↓ ↓

**Table 3: Persons with Disabilities**

Employment Equity Occupational Group (EEOG)	Full-time / National		Part-time / National	
	All Employees Hired	Persons with Disabilities Hired	All Employees Hired	Persons with Disabilities Hired
	#	#	#	#

**Data from Form 5 - Employees Promoted**

↓ ↓ ↓ ↓

**Table 7: Persons with Disabilities**

Employment Equity Occupational Group (EEOG)	Full-time / National		Part-time / National	
	All Employees Promoted	Persons with Disabilities Promoted	All Employees Promoted	Persons with Disabilities Promoted
	#	#	#	#

**Data from Form 6 - Employees Terminated**

↓ ↓ ↓ ↓

**Table 11: Persons with Disabilities**

Employment Equity Occupational Group (EEOG)	Full-time / National		Part-time / National	
	All Employees Terminated	Persons with Disabilities Terminated	All Employees Terminated	Persons with Disabilities Terminated
	#	#	#	#

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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**OpenTet**

**42828**

**Data for First/Previous Goals**

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

**Table 1: Women**

Employment Equity Occupational Group (EEOG)	All Employees																		First/Previous Short-term Goals																		Women																	
	Number		Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number		Turnover (Replacement of Terminated Employees)			Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years																																
	YYYY-MM-DD	Actual	Projected		Actual	Projected		YYYY-MM-DD		Annually	Over 3 Years	Annually	Over 3 Years	2017		2020																																						
	2017-04-03	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2017-04-03	Annually	Over 3 Years	Annually	Over 3 Years	2017	2020																																								
	#	%	%	#	%	%	#	#	#	%	#	%	#	%	%	#	#	%	%																																			
01	Senior Managers	140	-100.0%	8.0%	34	0.0%	13.0%	55	89	47	13.0%	18	19	0	27.4%	9	-19	33.6%	16.7%																																			
02	Middle & Other Managers	167	-100.0%	8.0%	40	0.0%	13.0%	65	105	61	13.0%	24	44	41	38.9%	-4	-3	36.5%	37.7%																																			
03	Professionals	738	-100.0%	8.0%	177	0.0%	13.0%	288	465	255	13.0%	99	129	0	31.2%	25	-129	34.6%	17.0%																																			
04	Semi-Professionals & Tech	197	-100.0%	8.0%	47	0.0%	13.0%	77	124	26	13.0%	10	44	31	24.7%	-23	-13	13.2%	19.3%																																			
05	Supervisors	12	-100.0%	8.0%	3	0.0%	13.0%	5	8	11	13.0%	4	1	0	54.2%	4	-1	91.7%	46.7%																																			
06	Supervisors: Crafts & Trades	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!																																			
07	Administrative & Sr Clerical	79	-100.0%	8.0%	19	0.0%	13.0%	31	50	64	13.0%	25	41	41	82.0%	-1	0	81.0%	81.6%																																			
08	Skilled Sales & Service	84	-100.0%	8.0%	20	0.0%	13.0%	33	53	41	13.0%	16	4	0	28.3%	17	-4	48.8%	24.0%																																			
09	Skilled Crafts & Trades	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!																																			
10	Clerical Personnel	110	-100.0%	8.0%	26	0.0%	13.0%	43	69	93	13.0%	36	35	0	67.8%	18	-35	84.5%	41.9%																																			
11	Intermediate Sales & Service	49	-100.0%	8.0%	12	0.0%	13.0%	19	31	28	13.0%	11	24	21	66.9%	-5	-3	57.1%	62.3%																																			
12	Semi-Skilled Manual	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!																																			
13	Other Sales & Service	25	-100.0%	8.0%	6	0.0%	13.0%	10	16	14	13.0%	5	9	0	57.0%	0	-9	56.0%	29.0%																																			
14	Other Manual Workers	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!																																			
Total		1,601	-100.0%		0	0.0%		0	0	640	0.0%	0	-640	0	0.0%	640	640	40.0%	40.0%																																			

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

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

**Table 2: Women**

Employment Equity Occupational Group (EEOG)	Women				Comments
	Short-term Goals		Long-term Goals		
	#	%	#	%	
01	Senior Managers	24		24	
02	Middle & Other Managers	41	38.9	41	38.9
03	Professionals	145		145	
04	Semi-Professionals & Tech	31	24.7	31	24.7
05	Supervisors	4		4	
06	Supervisors: Crafts & Trades	0		0	
07	Administrative & Sr Clerical	41	50.0	41	50.0
08	Skilled Sales & Service	15		15	
09	Skilled Crafts & Trades	0		0	
10	Clerical Personnel	47		47	
11	Intermediate Sales & Service	21	50.0	21	50.0

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**Federal Contractors Program Achievement Report**

**Part 3: Goals**

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12	Semi-Skilled Manual	0	0		
13	Other Sales & Service	9	9		
14	Other Manual Workers	0	0		
<b>Total</b>					

**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**OpenTet**

**42828**

**Data for First/Previous Goals**

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

**Table 3: Aboriginal Peoples**

**First/Previous Short-term Goals**

Employment Equity Occupational Group (EEOG)	All Employees								Aboriginal Peoples											
	Number	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number	Turnover (Replacement of Terminated Employees)			Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
		YYYY-MM-DD	Actual	Projected		Actual	Projected			YYYY-MM-DD	Annually	Over 3 Years		Annually	Over 3 Years					
	2017-04-03	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	#	2017-04-03	Annually	Over 3 Years	#	#	%	%	#	#	%	%	
	#	%	%	#	%	%	#	#	#	%	#	#	#	%	%	#	#	%	%	
01 Senior Managers	140	-100.0%	8.0%	34	0.0%	13.0%	55	89	1	13.0%	0	4	3	2.9%	2.9%	-3	-1	0.7%	2.3%	
02 Middle & Other Managers	167	-100.0%	8.0%	40	0.0%	13.0%	65	105	1	13.0%	0	4	2	2.2%	2.2%	-3	-2	0.6%	1.4%	
03 Professionals	738	-100.0%	8.0%	177	0.0%	13.0%	288	465	3	13.0%	1	8	5	1.1%	1.1%	-5	-3	0.4%	0.8%	
04 Semi-Professionals & Tech	197	-100.0%	8.0%	47	0.0%	13.0%	77	124	1	13.0%	0	3	2	1.7%	1.7%	-2	-1	0.5%	1.2%	
05 Supervisors	12	-100.0%	8.0%	3	0.0%	13.0%	5	8	1	13.0%	0	-1	0	1.0%	1.0%	1	1	8.3%	6.7%	
06 Supervisors: Crafts & Trades	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
07 Administrative & Sr Clerical	79	-100.0%	8.0%	19	0.0%	13.0%	31	50	1	13.0%	0	0	0	1.4%	1.4%	0	0	1.3%	1.0%	
08 Skilled Sales & Service	84	-100.0%	8.0%	20	0.0%	13.0%	33	53	1	13.0%	0	0	0	1.0%	1.0%	0	0	1.2%	1.0%	
09 Skilled Crafts & Trades	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
10 Clerical Personnel	110	-100.0%	8.0%	26	0.0%	13.0%	43	69	0	13.0%	0	1	1	1.0%	1.0%	-1	0	0.0%	0.7%	
11 Intermediate Sales & Service	49	-100.0%	8.0%	12	0.0%	13.0%	19	31	0	13.0%	0	1	0	1.1%	1.1%	-1	-1	0.0%	0.0%	
12 Semi-Skilled Manual	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
13 Other Sales & Service	25	-100.0%	8.0%	6	0.0%	13.0%	10	16	0	13.0%	0	1	0	1.7%	1.7%	0	-1	0.0%	0.0%	
14 Other Manual Workers	0	0.0%		0	0.0%		0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
<b>Total</b>	<b>1,601</b>	<b>-100.0%</b>		<b>0</b>	<b>0.0%</b>		<b>0</b>	<b>0</b>	<b>9</b>	<b>0.0%</b>	<b>0</b>	<b>-9</b>	<b>0</b>	<b>0.0%</b>	<b>0.0%</b>	<b>9</b>	<b>9</b>	<b>0.6%</b>	<b>0.6%</b>	

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

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

**Table 4: Aboriginal Peoples**

Employment Equity Occupational Group (EEOG)	Aboriginal Peoples				Comments
	Short-term Goals		Long-term Goals		
	#	%	#	%	
01 Senior Managers	3	2.9	3	2.9	Limitations on organic positions to fill due to frequent hiring freezes, budget constraints and recent acquisitions has impacted our ability to close this gap.
02 Middle & Other Managers	2	2.2	2	2.2	Limitations on organic positions to fill due to frequent hiring freezes, budget constraints and recent acquisitions has impacted our ability to close this gap.
03 Professionals	5	1.1	5	1.1	Limitations on organic positions to fill due to frequent hiring freezes, budget constraints and recent acquisitions has impacted our ability to close this gap.
04 Semi-Professionals & Tech	2	1.7	2	1.7	Limitations on organic positions to fill due to frequent hiring freezes, budget constraints and recent acquisitions has impacted our ability to close this gap.
05 Supervisors	0		0		
06 Supervisors: Crafts & Trades	0		0		
07 Administrative & Sr Clerical	0		1	1.4	
08 Skilled Sales & Service	0		1	1.0	
09 Skilled Crafts & Trades	0		0		
10 Clerical Personnel	1	1.0	1	1.0	Limitations on organic positions to fill due to frequent hiring freezes, budget constraints and recent acquisitions has impacted our ability to close this gap.
11 Intermediate Sales & Service	0	1.1	0	1.1	Limitations on organic positions to fill due to frequent hiring freezes, budget constraints and recent acquisitions has impacted our ability to close this gap.

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12	Semi-Skilled Manual	0		0	
13	Other Sales & Service	0	1.7	0	1.7
14	Other Manual Workers	0		0	
Total		0	0.0	0	0.0

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Data for First/Previous Goals

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

Table 5: Persons with Disabilities

First/Previous Short-term Goals

Employment Equity Occupational Group (EOG)	All Employees	Persons with Disabilities																	
		Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years	
		Number	Growth (New Positions)		Turnover (Replacement of Terminated Employees)		Number		Turnover (Replacement of Terminated Employees)	From - To		From - To							
		YYYY-MM-DD	Actual	Projected	Actual	Projected	YYYY-MM-DD	Annually	Over 3 Years	2017	2020								
		2017-04-03	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2017-04-03	Annually	Over 3 Years	2017	2020	%	#	#	%	%	
#	%	%	#	%	%	#	#	%	#	#	%	%	#	#	%	%			
01/02 Managers	307	-100.0%	8.0%	74	0.0%	13.0%	120	194											
03 Professionals	738	-100.0%	8.0%	177	0.0%	13.0%	288	465											
04 Semi-Professionals & Tech	197	-100.0%	8.0%	47	0.0%	13.0%	77	124											
05 Supervisors	12	-100.0%	8.0%	3	0.0%	13.0%	5	8											
06 Supervisors: Crafts & Trades	0	0.0%	0.0%	0	0.0%	0.0%	0	0											
07 Administrative & Sr Clerical	79	-100.0%	8.0%	19	0.0%	13.0%	31	50											
08 Skilled Sales & Service	84	-100.0%	8.0%	20	0.0%	13.0%	33	53											
09 Skilled Crafts & Trades	0	0.0%	0.0%	0	0.0%	0.0%	0	0											
10 Clerical Personnel	110	-100.0%	8.0%	26	0.0%	13.0%	43	69											
11 Intermediate Sales & Service	49	-100.0%	8.0%	12	0.0%	13.0%	19	31											
12 Semi-Skilled Manual	0	0.0%	0.0%	0	0.0%	0.0%	0	0											
13 Other Sales & Service	25	-100.0%	8.0%	6	0.0%	13.0%	10	16											
14 Other Manual Workers	0	0.0%	0.0%	0	0.0%	0.0%	0	0											
Total	1,601	-100.0%			0	0.0%		0											

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

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

Table 6: Persons with Disabilities

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

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**Data for First/Previous Goals**

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

**Table 7: Members of Visible Minorities**

Employment Equity Occupational Group (EEOG)	All Employees										Members of Visible Minorities									
	Number	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years	
		Actual	Projected		Actual	Projected				From - To	2017		2020							
	YYYY-MM-DD	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	YYYY-MM-DD	Annually	Over 3 Years	2017	2020	%	%	%	%	%	%		
	2017-04-03	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2017-04-03	Annually	Over 3 Years	2017	2020	%	%	%	%	%	%		
#	%	%	#	%	%	#	#	%	#	#	%	%	%	#	#	%	%			
01 Senior Managers	140	-100.0%	8.0%	34	0.0%	13.0%	55	89	25	13.0%	10	3	9	10.1%	10.1%	11	6	17.9%	13.8%	
02 Middle & Other Managers	167	-100.0%	8.0%	40	0.0%	13.0%	65	105	29	13.0%	11	13	16	15.0%	15.0%	4	3	17.4%	16.4%	
03 Professionals	738	-100.0%	8.0%	177	0.0%	13.0%	288	465	179	13.0%	70	189	152	32.6%	32.6%	-62	-37	24.3%	28.5%	
04 Semi-Professionals & Tech	197	-100.0%	8.0%	47	0.0%	13.0%	77	124	52	13.0%	20	53	43	34.9%	34.9%	-17	-10	26.4%	30.7%	
05 Supervisors	12	-100.0%	8.0%	3	0.0%	13.0%	5	8	0	13.0%	0	2	1	12.0%	12.0%	-1	-1	0.0%	6.7%	
06 Supervisors: Crafts & Trades	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
07 Administrative & Sr Clerical	79	-100.0%	8.0%	19	0.0%	13.0%	31	50	18	13.0%	7	6	9	17.4%	17.4%	4	3	22.8%	20.4%	
08 Skilled Sales & Service	84	-100.0%	8.0%	20	0.0%	13.0%	33	53	15	13.0%	6	11	10	19.5%	19.5%	-1	-1	17.9%	18.3%	
09 Skilled Crafts & Trades	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
10 Clerical Personnel	110	-100.0%	8.0%	26	0.0%	13.0%	43	69	29	13.0%	11	-2	8	11.8%	11.8%	16	10	26.4%	19.1%	
11 Intermediate Sales & Service	49	-100.0%	8.0%	12	0.0%	13.0%	19	31	13	13.0%	5	10	9	29.6%	29.6%	-2	-1	26.5%	27.9%	
12 Semi-Skilled Manual	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
13 Other Sales & Service	25	-100.0%	8.0%	6	0.0%	13.0%	10	16	6	13.0%	2	6	5	31.2%	31.2%	-2	-1	24.0%	29.0%	
14 Other Manual Workers	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!	
Total	1,601	-100.0%		0	0.0%		0	0	366	0.0%	0	-366	0		0.0%	366	366	22.9%	22.9%	

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

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

**Table 8: Members of Visible Minorities**

Employment Equity Occupational Group (EEOG)	Members of Visible Minorities				Comments
	Short-term Goals		Long-term Goals		
	#	%	#	%	
01 Senior Managers	9	10.1	9	10.1	
02 Middle & Other Managers	16	15.0	16	15.0	
03 Professionals	152	32.6	152	32.6	
04 Semi-Professionals & Tech	43	34.9	43	34.9	
05 Supervisors	1	12.0	1	12.0	
06 Supervisors: Crafts & Trades	0	0.0	0	0.0	
07 Administrative & Sr Clerical	9	17.4	9	17.4	
08 Skilled Sales & Service	10	19.5	10	19.5	
09 Skilled Crafts & Trades	0	0.0	0	0.0	
10 Clerical Personnel	8	11.8	8	11.8	
11 Intermediate Sales & Service	9	29.6	9	29.6	
12 Semi-Skilled Manual	0	0.0	0	0.0	
13 Other Sales & Service	5	31.2	5	31.2	

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14	Other Manual Workers	0	0.0	0	0.0
Total		0	0.0	0	0.0

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**Data for Subsequent/Current Goals**

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

**Table 9: Women**

**Subsequent/Current Short-term Goals**

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

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

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

**Table 10: Women**

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

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<b>Total</b>		0.0	0.0
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**Part 3: Goals**

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**Data for Subsequent/Current Goals**

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

**Table 11: Aboriginal Peoples**

**Subsequent/Current Short-term Goals**

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

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

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

**Table 12: Aboriginal Peoples**

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



**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**OpenTet**

**42828**

Total		0.0	0.0
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**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**OpenTet**

**42828**

**Data for Subsequent/Current Goals**

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

**Table 13: Persons with Disabilities**

**Subsequent/Current Short-term Goals**

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

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

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

**Table 14: Persons with Disabilities**

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

**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**OpenTet**

**42828**

**Data for Subsequent/Current Goals**

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

**Table 15: Members of Visible Minorities**

**Subsequent/Current Short-term Goals**

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

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

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

**Table 16: Members of Visible Minorities**

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

**Federal Contractors Program Achievement Report**

**Part 3: Goals**

**OpenTet**

**42828**

<b>Total</b>		0.0	0.0
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**Federal Contractors Program Achievement Report**

**Part 4: Results - Women**

**OpenTet**

**42828**

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis									Flow Data Analysis													
		Workforce									Hires				Promotions				Terminations					
		All Employees	Women			EE Result	All Employees	Women			All Employees	Women			All Employees	Women								
			Representation	Availability	Gap			Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference						
#	#	%	%	#	#	%	#	#	#	#	%	#	#	#	#	%	#	#	#	#	#	#		
01 Senior Managers	2017	140	47	33.6	27.4	38	9	122.5																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
02 Middle & Other Managers	2017	167	61	36.5	38.9	65	-4	93.9																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
03 Professionals	2017	738	255	34.6	31.2	230	25	110.7																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
04 Semi-Professionals & Technicians	2017	197	26	13.2	24.7	49	-23	53.4																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
05 Supervisors	2017	12	11	91.7	54.2	7	4	169.1																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
06 Supervisors: Crafts & Trades	2017	0	0	0.0	0.0	0	0	0.0																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees	Women			Women				Women				
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	
#	#	%	%	#	%	%	%	#	%	%	%			
01 Senior Managers	0	0	0	0.0	24	0.0	0.0	0.0	24	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
02 Middle & Other Managers	0	0	0	0.0	41	0.0	38.9	0.0	41	0.0	38.9	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
03 Professionals	0	0	0	0.0	145	0.0	0.0	0.0	145	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
04 Semi-Professionals & Technicians	0	0	0	0.0	31	0.0	24.7	0.0	31	0.0	24.7	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
05 Supervisors	0	0	0	0.0	4	0.0	0.0	0.0	4	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
06 Supervisors: Crafts & Trades	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		

**Federal Contractors Program Achievement Report**

**Part 4: Results - Women**

**OpenTet**

**42828**

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis									Flow Data Analysis														
		Workforce									Hires				Promotions				Terminations						
		All Employees	Women				All Employees	Women			All Employees	Women			All Employees	Women									
			Representation	Availability	Gap	EE Result		Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference							
#	#	#	%	%	#	#	%	#	#	#	#	%	#	#	#	#	%	#	#	#	#				
07	Administrative & Senior Clerical	2017	79	64	81.0	82.0	65	-1	98.8																
		0	0	0.0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
08	Skilled Sales & Service Personnel	2017	84	41	48.8	28.3	24	17	172.5																
		0	0	0.0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
09	Skilled Crafts & Trades Workers	2017	0	0	0.0	0.0	0	0	0.0																
		0	0	0.0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
10	Clerical Personnel	2017	110	93	84.5	67.8	75	18	124.7																
		0	0	0.0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
11	Intermediate Sales & Service Personnel	2017	49	28	57.1	66.9	33	-5	85.4																
		0	0	0.0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
12	Semi-Skilled Manual Workers	2017	0	0	0.0	0.0	0	0	0.0																
		0	0	0.0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees	Women			Women				Women				
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met			
#	#	#	%	#	%	#	%	#	%	#	%			
07	Administrative & Senior Clerical	0	0	0.0	41	0.0	50.0	0.0	41	0.0	50.0	0.0		
		3	0	0.0			0.0	0.0			0.0	0.0		
08	Skilled Sales & Service Personnel	0	0	0.0	15	0.0	0.0	0.0	15	0.0	0.0	0.0		
		3	0	0.0			0.0	0.0			0.0	0.0		
09	Skilled Crafts & Trades Workers	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0		
		3	0	0.0			0.0	0.0			0.0	0.0		
10	Clerical Personnel	0	0	0.0	47	0.0	0.0	0.0	47	0.0	0.0	0.0		
		3	0	0.0			0.0	0.0			0.0	0.0		
11	Intermediate Sales & Service Personnel	0	0	0.0	21	0.0	50.0	0.0	21	0.0	50.0	0.0		
		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	0	0.0	0.0	0.0		
		3	0	0.0			0.0	0.0			0.0	0.0		

**Federal Contractors Program Achievement Report**

**Part 4: Results - Women**

**OpenTet**

**42828**

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

Employment Equity Occupational Group (EOG)	Year	Workforce Analysis								Flow Data Analysis															
		Workforce								Hires				Promotions				Terminations							
		All Employees	Women			EE Result	All Employees	Women			All Employees	Women			All Employees	Women									
		#	Representation	Availability	Gap	%	#	Actual	Expected	Difference	#	Actual	Expected	Difference	#	Actual	Expected	Difference							
	#	%	#	%	%	#	%	#	#	%	#	%	#	%	#	%	#								
13 Other Sales & Service Personnel	2017	25	14	56.0	57.0	14	0	98.2																	
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	0
14 Other Manual Workers	2017	0	0	0.0	0.0	0	0	0.0																	
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	0
Total	2017	1,601	640	40.0	0.0	0	640	0.0																	
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	0

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

Employment Equity Occupational Group (EOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees	Women			Women				Women				
		#	Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met			
	#	%	#	%	%	#	%	%	#	%				
13 Other Sales & Service Personnel	0	0	0	0.0	9	0.0	0.0	0.0	9	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
14 Other Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
Total	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		

**Federal Contractors Program Achievement Report**

**Part 5: Results - Aboriginal Peoples**

**OpenTet**

**42828**

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis														
		Workforce								Hires				Promotions				Terminations						
		All Employees	Aboriginal Peoples							All Employees	Aboriginal Peoples			All Employees	Aboriginal Peoples			All Employees	Aboriginal Peoples					
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference							
#	#	#	%	%	#	#	%	#	#	%	#	#	#	#	%	#	#	#	#	%	#	#		
01 Senior Managers	2017	140	1	0.7	2.9	4	-3	24.6																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
02 Middle & Other Managers	2017	167	1	0.6	2.2	4	-3	27.2																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
03 Professionals	2017	738	3	0.4	1.1	8	-5	37.0																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
04 Semi-Professionals & Technicians	2017	197	1	0.5	1.7	3	-2	29.9																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
05 Supervisors	2017	12	1	8.3	1.0	0	1	833.3																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
06 Supervisors: Crafts & Trades	2017	0	0	0.0	0.0	0	0	0.0																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees	Aboriginal Peoples			Aboriginal Peoples				Aboriginal Peoples				
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met			
#	#	#	%	#	%	%	%	#	%	%	%			
01 Senior Managers	0	0	0	0.0	3	0.0	2.9	0.0	3	0.0	2.9	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
02 Middle & Other Managers	0	0	0	0.0	2	0.0	2.2	0.0	2	0.0	2.2	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
03 Professionals	0	0	0	0.0	5	0.0	1.1	0.0	5	0.0	1.1	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
04 Semi-Professionals & Technicians	0	0	0	0.0	2	0.0	1.7	0.0	2	0.0	1.7	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
05 Supervisors	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
06 Supervisors: Crafts & Trades	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		



**Federal Contractors Program Achievement Report**

**Part 5: Results - Aboriginal Peoples**

**OpenTet**

**42828**

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis														
		Workforce								Hires				Promotions				Terminations						
		All Employees	Aboriginal Peoples							All Employees	Aboriginal Peoples			All Employees	Aboriginal Peoples			All Employees	Aboriginal Peoples					
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference							
#	#	#	%	%	#	#	%	#	#	%	#	#	#	#	%	#	#	#	#	%	#	#		
07	Administrative & Senior Clerical	2017	79	1	1.3	1.4	1	0	90.4															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
08	Skilled Sales & Service Personnel	2017	84	1	1.2	1.0	1	0	119.0															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
09	Skilled Crafts & Trades Workers	2017	0	0	0.0	0.0	0	0	0.0															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
10	Clerical Personnel	2017	110	0	0.0	1.0	1	-1	0.0															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
11	Intermediate Sales & Service Personnel	2017	49	0	0.0	1.1	1	-1	0.0															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
12	Semi-Skilled Manual Workers	2017	0	0	0.0	0.0	0	0	0.0															
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0.0	0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees	Aboriginal Peoples			Aboriginal Peoples				Aboriginal Peoples				
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met			
#	#	#	%	#	%	#	%	#	%	#	%			
07	Administrative & Senior Clerical	0	0	0	0.0	0	0.0	0.0	0.0	1	0.0	1.4	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
08	Skilled Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	1	0.0	1.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
09	Skilled Crafts & Trades Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
10	Clerical Personnel	0	0	0	0.0	1	0.0	1.0	0.0	1	0.0	1.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
11	Intermediate Sales & Service Personnel	0	0	0	0.0	0	0.0	1.1	0.0	0	0.0	1.1	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
12	Semi-Skilled Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	

**Federal Contractors Program Achievement Report**

**Part 5: Results - Aboriginal Peoples**

**OpenTet**

**42828**

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

Employment Equity Occupational Group (EOG)	Year	Workforce Analysis								Flow Data Analysis														
		Workforce								Hires				Promotions				Terminations						
		All Employees	Aboriginal Peoples							All Employees	Aboriginal Peoples			All Employees	Aboriginal Peoples			All Employees	Aboriginal Peoples					
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference							
#	#	#	%	%	#	#	%	#	#	%	#	#	#	#	%	#	#	#	#	%	#	#		
13	Other Sales & Service Personnel	2017	25	0	0.0	1.7	0	0	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0
14	Other Manual Workers	2017	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0
Total		2017	1,601	9	0.6	0.0	0	9	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0	0	0	0	0	0	0

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

Employment Equity Occupational Group (EOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees	Aboriginal Peoples			Aboriginal Peoples				Aboriginal Peoples				
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	
#	#	#	%	#	%	%	%	#	%	%	%			
13	Other Sales & Service Personnel	0	0	0	0.0	0	0.0	1.7	0.0	0	0.0	1.7	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
14	Other Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
Total		0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	

Federal Contractors Program Achievement Report

Part 6: Results - Persons with Disabilities

OpenTet

42828

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis															
		Workforce								Hires				Promotions				Terminations							
		All Employees	Persons with Disabilities							All Employees	Persons with Disabilities			All Employees	Persons with Disabilities			All Employees	Persons with Disabilities						
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference								
#	#	#	%	%	#	#	%	#	#	%	#	#	#	%	#	#	#	#	%	#	#	#			
01&02 Managers	2017	307			0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
	0	0			0.0	0																			
03 Professionals	2017	738			4.3	32																			
	0	0			0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
04 Semi-Professionals & Technicians	2017	197			3.8	7																			
	0	0			0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
05 Supervisors	2017	12			4.6	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
06 Supervisors: Crafts & Trades	2017	0			13.9	0																			
	0	0			0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants		Goals										Comments
		Flow Data		Short-term Goals				Long-term Goals						
		All Employees	Persons with Disabilities	Persons with Disabilities				Persons with Disabilities						
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met			
#	#	#	%	#	%	%	#	%	%	%				
01&02 Managers	0	0												
	3	0												
03 Professionals	0	0												
	3	0												
04 Semi-Professionals & Technicians	0	0												
	3	0												
05 Supervisors	0	0												
	3	0												
06 Supervisors: Crafts & Trades	0	0												
	3	0												

Federal Contractors Program Achievement Report

Part 6: Results - Persons with Disabilities

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis															
		Workforce								Hires				Promotions				Terminations							
		All Employees	Persons with Disabilities				All Employees	Persons with Disabilities			All Employees	Persons with Disabilities			All Employees	Persons with Disabilities									
			Representation	Availability	Gap	EE Result		Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference							
#	#	#	%	%	#	#	%	#	#	#	%	#	%	#	#	#	#	%	#	#	#	#			
07	Administrative & Senior Clerical	2017	79		0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
		0	0		0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0.0	0	0	0
08	Skilled Sales & Service Personnel	2017	84		3.4	3			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0.0	0	0	0
		0	0		0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0.0	0	0	0
09	Skilled Crafts & Trades Workers	2017	0		3.5	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0.0	0	0	0
		0	0		0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0.0	0	0	0
10	Clerical Personnel	2017	110		0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0.0	0	0	0
		0	0		0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0.0	0	0	0
11	Intermediate Sales & Service Personnel	2017	49		7.0	3			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0.0	0	0	0
		0	0		0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0.0	0	0	0
12	Semi-Skilled Manual Workers	2017	0		5.6	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0.0	0	0	0
		0	0		0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0.0	0	0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data		Short-term Goals				Long-term Goals						
		All Employees	Persons with Disabilities		Persons with Disabilities				Persons with Disabilities					
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met			
#	#	#	%	#	%	%	%	#	%	%	%			
07	Administrative & Senior Clerical	0	0											
		3	0											
08	Skilled Sales & Service Personnel	0	0											
		3	0											
09	Skilled Crafts & Trades Workers	0	0											
		3	0											
10	Clerical Personnel	0	0											
		3	0											
11	Intermediate Sales & Service Personnel	0	0											
		3	0											
12	Semi-Skilled Manual Workers	0	0											
		3	0											

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

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

Employment Equity Occupational Group (EOG)	Year	Workforce Analysis								Flow Data Analysis																
		Workforce								Hires				Promotions				Terminations								
		All Employees	Persons with Disabilities				All Employees	Persons with Disabilities			All Employees	Persons with Disabilities			All Employees	Persons with Disabilities										
			Representation	Availability	Gap	EE Result		Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference								
#	#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#		
13	Other Sales & Service Personnel	2017	25		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	2017	0		6.3	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	0
	Total	2017	1,601		0.0	0			0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	0

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

Employment Equity Occupational Group (EOG)	Year	New Entrants		Goals								Comments	
		Flow Data		Short-term Goals				Long-term Goals					
		All Employees	Persons with Disabilities	Persons with Disabilities				Persons with Disabilities					
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met		
#	#	#	%	#	%	%	%	#	%	%	%		
13	Other Sales & Service Personnel	0	0										
		3	0										
14	Other Manual Workers	0	0										
		3	0										
	Total	0	0										
		3	0										

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

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis														
		Workforce								Hires				Promotions				Terminations						
		All Employees	Visible Minorities				All Employees	Visible Minorities			All Employees	Visible Minorities			All Employees	Visible Minorities								
			Representation	Availability	Gap	EE Result		Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference						
#	#	#	%	%	#	#	%	#	#	%	#	#	#	#	%	#	#	#	#	%	#	#		
01 Senior Managers	2017	140	25	17.9	10.1	14	11	176.8																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
02 Middle & Other Managers	2017	167	29	17.4	15.0	25	4	115.8																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
03 Professionals	2017	738	179	24.3	32.6	241	-62	74.4																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
04 Semi-Professionals & Technicians	2017	197	52	26.4	34.9	69	-17	75.6																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
05 Supervisors	2017	12	0	0.0	12.0	1	-1	0.0																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0
06 Supervisors: Crafts & Trades	2017	0	0	0.0	0.0	0	0	0.0																
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees	Visible Minorities			Visible Minorities				Visible Minorities				
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	
#	#	#	%	#	%	%	%	#	%	%	%			
01 Senior Managers	0	0	0	0.0	9	0.0	10.1	0.0	9	0.0	10.1	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
02 Middle & Other Managers	0	0	0	0.0	16	0.0	15.0	0.0	16	0.0	15.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
03 Professionals	0	0	0	0.0	152	0.0	32.6	0.0	152	0.0	32.6	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
04 Semi-Professionals & Technicians	0	0	0	0.0	43	0.0	34.9	0.0	43	0.0	34.9	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
05 Supervisors	0	0	0	0.0	1	0.0	12.0	0.0	1	0.0	12.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		
06 Supervisors: Crafts & Trades	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0		
	3	0	0	0.0			0.0	0.0			0.0	0.0		

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

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis									Flow Data Analysis														
		Workforce									Hires			Promotions			Terminations								
		All Employees	Visible Minorities						All Employees	Visible Minorities		All Employees	Visible Minorities		All Employees	Visible Minorities									
			Representation	Availability	Gap	EE Result	Actual	Expected		Difference	Actual		Expected	Difference		Actual	Expected	Difference							
#	#	#	%	%	#	#	%	#	#	%	#	#	#	#	%	#	#	#	#	%	#	#			
07	Administrative & Senior Clerical	2017	79	18	22.8	17.4	14	4	130.9																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
08	Skilled Sales & Service Personnel	2017	84	15	17.9	19.5	16	-1	91.6																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
09	Skilled Crafts & Trades Workers	2017	0	0	0.0	0.0	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
10	Clerical Personnel	2017	110	29	26.4	11.8	13	16	223.4																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
11	Intermediate Sales & Service Personnel	2017	49	13	26.5	29.6	15	-2	89.6																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
12	Semi-Skilled Manual Workers	2017	0	0	0.0	0.0	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees	Visible Minorities			Visible Minorities				Visible Minorities				
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	
#	#	#	%	#	%	%	%	#	%	%	%			
07	Administrative & Senior Clerical	0	0	0	0.0	9	0.0	17.4	0.0	9	0.0	17.4	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
08	Skilled Sales & Service Personnel	0	0	0	0.0	10	0.0	19.5	0.0	10	0.0	19.5	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
09	Skilled Crafts & Trades Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
10	Clerical Personnel	0	0	0	0.0	8	0.0	11.8	0.0	8	0.0	11.8	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
11	Intermediate Sales & Service Personnel	0	0	0	0.0	9	0.0	29.6	0.0	9	0.0	29.6	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
12	Semi-Skilled Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	

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Part 7: Results - Members of Visible Minorities

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis															
		Workforce								Hires				Promotions				Terminations							
		All Employees	Visible Minorities				All Employees	Visible Minorities			All Employees	Visible Minorities			All Employees	Visible Minorities									
			Representation	Availability	Gap	EE Result		Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference							
#	#	#	%	%	#	#	%	#	#	%	#	#	#	#	%	#	#	#	#	%	#	#			
13	Other Sales & Service Personnel	2017	25	6	24.0	31.2	8	-2	76.9	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
14	Other Manual Workers	2017	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
Total		2017	1,601	366	22.9	0.0	0	366	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants		Goals								Comments	
		Flow Data		Short-term Goals				Long-term Goals					
		All Employees	Visible Minorities		Visible Minorities				Visible Minorities				
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met		
#	#	#	%	#	%	%	#	%	%	#	%		
13	Other Sales & Service Personnel	0	0	0	0.0	5	0.0	31.2	0.0	5	0.0	31.2	0.0
		3	0	0	0.0			0.0	0.0			0.0	0.0
14	Other Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
		3	0	0	0.0			0.0	0.0			0.0	0.0
Total		0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
		3	0	0	0.0			0.0	0.0			0.0	0.0



<b>Federal Contractors Program Achievement Report</b>
<b>Part 8: Reasonable Efforts</b>
<b>OpenTet</b>
<b>42828</b>

## Efforts

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

### Required measures:

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

### Other measures:

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

- Kept all staff, including new employees and managers, informed of the purpose of employment equity, the steps taken to implement it and the progress made in its implementation.
- Put in place a strategy to ensure a barrier-free workplace.
- Undertook initiatives to increase representation where gaps in representation were found.
- Did all that might reasonably be expected to increase representation, taking into account resources and constraints.
- Other (please describe):

## Operational Context

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

- Impact of economic and industrial conditions on the organization.

- Any reorganization or other corporate structural changes.

- Acquisitions, mergers or transfers of employees.

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

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

- Other.

**Additional Details**

Please provide any additional information (optional):

**Short-term Goal Setting Tool**

**OPENTEXT**

**03-Apr-17**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Data entry from from Workforce Analysis	Date entry	B x C x 3	Data entry	B x E x 3	D + F	Data entry from from Workforce Analysis	Equivalent to E	H x I x 3	(D x N) - O + J	G x M	Data entry	Data entry from from Workforce Analysis	Data entry from from Workforce Analysis	(H - J + L) - ((B + D) x N)	H + B	(H - J + L) + (B + D)

Employment Equity Occupational Group (EEOG)	All Employees 2017/04/03	Growth (New Positions)		Turnover (Replacement of Terminated Employees)		Anticipated Hires Over 3 Years	WOMEN										
		Annually	Over 3 Years	Annually	Over 3 Years		Number	Turnover (Replacement of Terminated Employees)		Hires Required	3 Year Goals 2018-2020		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
								Annually	Over 3 Years		#	%					
		#	%	#	%		#	%	#	%	#	%	%	#	#	%	%
Senior Managers	140	8.0%	34	13.0%	55	89	47	13.0%	18	18	32	36.0%	27.4%	9	13	33.6%	35.1%
Middle & Other Managers	167	8.0%	40	13.0%	65	105	61	13.0%	24	44	39	37.0%	38.9%	-4	-5	36.5%	36.7%
Professionals	738	8.0%	177	13.0%	288	465	255	13.0%	99	129	153	33.0%	31.2%	25	24	34.6%	33.8%
Semi-Professionals & Technicians	197	8.0%	47	13.0%	77	124	26	13.0%	10	45	16	13.0%	24.7%	-23	-28	13.2%	13.1%
Supervisors	12	8.0%	3	13.0%	5	8	11	13.0%	4	2	7	85.0%	54.2%	4	6	91.7%	93.3%
Supervisors: Crafts & Trades	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Administrative & Senior Clerical Personnel	79	8.0%	19	13.0%	31	50	64	13.0%	25	42	43	86.0%	82.0%	-1	2	81.0%	83.7%
Skilled Sales & Service Personnel	84	8.0%	20	13.0%	33	53	41	13.0%	16	5	22	41.0%	28.3%	17	18	48.8%	45.2%
Skilled Crafts & Trades Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Clerical Personnel	110	8.0%	26	13.0%	43	69	93	13.0%	36	36	59	86.0%	67.8%	18	24	84.5%	85.3%
Intermediate Sales & Service Personnel	49	8.0%	12	13.0%	19	31	28	13.0%	11	24	11	34.0%	66.9%	-5	-13	57.1%	45.9%
Semi-Skilled Manual Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Other Sales & Service Personnel	25	8.0%	6	13.0%	10	16	14	13.0%	5	8	7	42.0%	57.0%	0	-2	56.0%	51.6%
Other Manual Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!

**Short-term Goal Setting Tool**

**OPENTEXT**

**2017/04/03**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Data entry from from Workforce Analysis	Date entry	B x C x 3	Data entry	B x E x 3	D + F	Data entry from from Workforce Analysis	Equivalent to E	H x I x 3	(D x N) - O + J	G x M	Data entry	Data entry from from Workforce Analysis	Data entry from from Workforce Analysis	(H - J + L) - ((B + D) x N)	H + B	(H - J + L) ÷ (B + D)

Employment Equity Occupational Group (EEOG)	All Employees 2017/04/03	Growth (New Positions)		Turnover (Replacement of Terminated Employees)		Anticipated Hires Over 3 Years	ABORIGINAL PEOPLES										
		Annually	Over 3 Years	Annually	Over 3 Years		Number	Turnover (Replacement of Terminated Employees)		Hires Required	3 Year Goals 2018-2020		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
								Annually	Over 3 Years		#	%					
		#	%	#	%		#	#	%	#	%	%	#	#	%	%	
Senior Managers	140	8.0%	34	13.0%	55	89	1	13.0%	0	4	1	1.0%	2.9%	-3	-3	0.7%	1.1%
Middle & Other Managers	167	8.0%	40	13.0%	65	105	1	13.0%	0	4	1	1.0%	2.2%	-3	-3	0.6%	1.0%
Professionals	738	8.0%	177	13.0%	288	465	3	13.0%	1	8	2	0.5%	1.1%	-5	-6	0.4%	0.4%
Semi-Professionals & Technicians	197	8.0%	47	13.0%	77	124	1	13.0%	0	3	1	1.0%	1.7%	-2	-2	0.5%	0.8%
Supervisors	12	8.0%	3	13.0%	5	8	1	13.0%	0	-1	0	2.0%	1.0%	1	1	8.3%	6.7%
Supervisors: Crafts & Trades	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Administrative & Senior Clerical Personnel	79	8.0%	19	13.0%	31	50	1	13.0%	0	0	0	0.0%	1.4%	0	0	1.3%	1.0%
Skilled Sales & Service Personnel	84	8.0%	20	13.0%	33	53	1	13.0%	0	0	1	2.0%	1.0%	0	1	1.2%	1.9%
Skilled Crafts & Trades Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Clerical Personnel	110	8.0%	26	13.0%	43	69	0	13.0%	0	1	0	0.0%	1.0%	-1	-1	0.0%	0.0%
Intermediate Sales & Service Personnel	49	8.0%	12	13.0%	19	31	0	13.0%	0	1	0	0.0%	1.1%	-1	-1	0.0%	0.0%
Semi-Skilled Manual Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Other Sales & Service Personnel	25	8.0%	6	13.0%	10	16	0	13.0%	0	0	0	0.0%	1.7%	0	-1	0.0%	0.0%
Other Manual Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!

**Short-term Goal Setting Tool**

**OPENTEXT**

**3-Apr-17**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Data entry from from Workforce Analysis	Date entry	B x C x 3	Data entry	B x E x 3	D + F	Data entry from from Workforce Analysis	Equivalent to E	H x I x 3	(D x N) - O + J	G x M	Data entry	Data entry from from Workforce Analysis	Data entry from from Workforce Analysis	(H - J + L) - ((B + D) x N)	H = B	(H - J + L) ÷ (B + D)

Employment Equity Occupational Group (EEOG)	All Employees * 2017/04/03	Growth (New Positions)		Turnover (Replacement of Terminated Employees)		Anticipated Hires Over 3 Years	PERSONS WITH DISABILITIES										
		Annually	Over 3 Years	Annually	Over 3 Years		Number	Turnover (Replacement of Terminated Employees)		Hires Required	3 Year Goals 2018-2020		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
								Annually	Over 3 Years		#	%					
		#	%	#	%		#	#	%	#	%	%	#	#	%	%	
Senior Managers	0	0.0%	0	0.0%	0	0	0.0%	0	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Middle & Other Managers	307	8.0%	74	13.0%	120	194	3	13.0%	1	14	2	1.0%	4.3%	-10	-12	1.0%	1.0%
Professionals	738	8.0%	177	13.0%	288	465	17	13.0%	7	25	9	2.0%	3.8%	-11	-16	2.3%	2.1%
Semi-Professionals & Technicians	197	8.0%	47	13.0%	77	124	6	13.0%	2	7	4	3.0%	4.6%	-3	-3	3.0%	3.3%
Supervisors	12	8.0%	3	13.0%	5	8	0	13.0%	0	2	0	0.0%	13.9%	-2	-2	0.0%	0.0%
Supervisors: Crafts & Trades	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Administrative & Senior Clerical Personnel	79	8.0%	19	13.0%	31	50	0	13.0%	0	4	0	0.0%	3.4%	-3	-3	0.0%	0.0%
Skilled Sales & Service Personnel	84	8.0%	20	13.0%	33	53	3	13.0%	1	2	1	2.0%	3.5%	0	-1	3.6%	2.9%
Skilled Crafts & Trades Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Clerical Personnel	110	8.0%	26	13.0%	43	69	0	13.0%	0	10	1	1.0%	7.0%	-8	-9	0.0%	0.7%
Intermediate Sales & Service Personnel	49	8.0%	12	13.0%	19	31	1	13.0%	0	3	1	2.5%	5.6%	-2	-1	2.0%	3.3%
Semi-Skilled Manual Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Other Sales & Service Personnel	25	8.0%	6	13.0%	10	16	1	13.0%	0	1	1	4.0%	6.3%	-1	0	4.0%	6.5%
Other Manual Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!

**Short-term Goal Setting Tool**

**OPENTEXT**

**3-Apr-17**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>M</b>	<b>N</b>	<b>O</b>	<b>P</b>	<b>Q</b>	<b>R</b>
	Data entry from from Workforce Analysis	Date entry	B x C x 3	Data entry	B x E x 3	D + F	Data entry from from Workforce Analysis	Equivalent to E	H x I x 3	(D x N) - O + J	G x M	Data entry	Data entry from from Workforce Analysis	Data entry from from Workforce Analysis	(H - J + L) - ((B + D) x N)	H = B	(H - J + L) ÷ (B + D)

Employment Equity Occupational Group (EEOG)	All Employees 2017/04/03	Growth (New Positions)		Turnover (Replacement of Terminated Employees)		Anticipated Hires Over 3 Years	MEMBERS OF VISIBLE MINORITIES										
		Annually	Over 3 Years	Annually	Over 3 Years		Number	Turnover (Replacement of Terminated Employees)		Hires Required	3 Year Goals 2018-2020		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
								Annually	Over 3 Years		#	%					
		#	%	#	%		#	#	%	#	%	%	#	#	%	%	
Senior Managers	140	8.0%	34	13.0%	55	89	25	13.0%	10	2	11	12.0%	10.1%	11	8	17.9%	14.9%
Middle & Other Managers	167	8.0%	40	13.0%	65	105	29	13.0%	11	13	18	17.0%	15.0%	4	5	17.4%	17.4%
Professionals	738	8.0%	177	13.0%	288	465	179	13.0%	70	190	102	22.0%	32.6%	-62	-87	24.3%	23.1%
Semi-Professionals & Technicians	197	8.0%	47	13.0%	77	124	52	13.0%	20	53	32	26.0%	34.9%	-17	-21	26.4%	26.2%
Supervisors	12	8.0%	3	13.0%	5	8	0	13.0%	0	1	0	0.0%	12.0%	-1	-2	0.0%	0.0%
Supervisors: Crafts & Trades	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Administrative & Senior Clerical Personnel	79	8.0%	19	13.0%	31	50	18	13.0%	7	6	10	19.0%	17.4%	4	4	22.8%	21.4%
Skilled Sales & Service Personnel	84	8.0%	20	13.0%	33	53	15	13.0%	6	11	10	18.0%	19.5%	-1	-1	17.9%	18.3%
Skilled Crafts & Trades Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Clerical Personnel	110	8.0%	26	13.0%	43	69	29	13.0%	11	-2	12	17.0%	11.8%	16	14	26.4%	22.1%
Intermediate Sales & Service Personnel	49	8.0%	12	13.0%	19	31	13	13.0%	5	11	3	9.0%	29.6%	-2	-7	26.5%	18.0%
Semi-Skilled Manual Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Other Sales & Service Personnel	25	8.0%	6	13.0%	10	16	6	13.0%	2	6	3	17.0%	31.2%	-2	-3	24.0%	22.6%
Other Manual Workers	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!

<b>Summary of Goals</b>
<b>OpenText</b>
<b>May 30, 2017</b>

**Women**

<b>Workforce Analysis Results</b>			<b>Goals</b>		<b>Comments</b>
<b>Employment Equity Occupational Group (EEOG)</b>		<b>Present Gap</b>	<b>Short-term (1 to 3 years)</b>	<b>Long-term (3 years or more)</b>	
<b>#</b>	<b>Description</b>	<b>#</b>	<b># or %</b>	<b># or %</b>	
1	Semi-Professionals & Technicians	-23	26 or 13.2%	16 or 13%	We recognize there are gaps in other EEOGs; however, want to focus on this one first. Short term: make progress in closing the gaps Long term: To have a representation reflective of the community and industry that OpenText operates in

**Aboriginal Peoples**

<b>Workforce Analysis Results</b>			<b>Goals</b>		<b>Comments</b>
<b>Employment Equity Occupational Group (EEOG)</b>		<b>Present Gap</b>	<b>Short-term (1 to 3 years)</b>	<b>Long-term (3 years or more)</b>	
<b>#</b>	<b>Description</b>	<b>#</b>	<b># or %</b>	<b># or %</b>	
1	Middle & Other Managers	-3	1 or .6%	1 or 1%	Short term: maintain representation Long term: To have a representation reflective of the community and industry that OpenText operates in
2	Professionals	-5	3 or .4%	2 or 0.5%	Short term: make progress in closing the gaps Long term: To have a representation reflective of the community and industry that OpenText operates in



### Persons with Disabilities

Workforce Analysis Results			Goals		
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term (1 to 3 years)	Long-term (3 years or more)	Comments
#	Description	#	# or %	# or %	
1	Middle & Other Managers				
2	Professionals				
3	Clerical Personnel				

### Members of Visible Minorities

Workforce Analysis Results			Goals		
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term (1 to 3 years)	Long-term (3 years or more)	Comments
#	Description	#	# or %	# or %	
1	Professionals	-62	179 or 24.3%	102 or 22%	Focus on retaining in this EEOG in line with Year over Year average.
2	Semi-Professionals & Technicians	-17	52 or 26.4%	32 or 26%	Focus on retaining in this EEOG in line with Year over Year average.
3	Intermediate Sales & Service Personnel	-2	13 or 26.5%	3 or 9%	Focus on retaining in this EEOG in line with Year over Year.

**Pages 4016 to / à 4018  
are withheld pursuant to section  
sont retenues en vertu de l'article**

**20(1)(b)**

**of the Access to Information Act  
de la Loi sur l'accès à l'information**

**Government of Canada Certification 060944**  
**OpenText**

1. The self-identification questionnaire used to conduct your workforce survey.

- Upon hire an employee is given Self Identification Form – pdf below



Self Identification  
Form.pdf

- At any point employees can go into their employee portal and update their information – screen shot of portal below



self identification  
questionnaire - Empl

2.

- Number of Employees Surveyed: 1668
- Number of fully completed and returned: 1472 or 88%
- Number of surveys returned (blank, partial and fully complete): 1566 or 94%

3. The workforce analysis results (Summary Report and Detailed Report).

- Summary Report



Summary Report -  
040317.pdf

- Detailed Report



Detailed Report -  
040317.pdf

4. Short- and long-term numerical goals to address the representation gap identified through your workforce analysis.

- Short- term goals



ShortTermGoalSetti  
ngTool.xlsx

- Long-term goals



FCPSummaryGoals.  
docx

## Federal Contractors Program Report of the First Compliance Assessment

**Employer Name:** OpenText Corporation

**Primary Location:** Waterloo, Ontario

**Number of Employees:** 1601 – the breakdown of the employees are:

Ontario – 1518

Quebec – 57

Alberta - 26

**Organization Overview:**

**NAICS: 5112** - Software Publishers

OpenText Corporation develops and sells Enterprise Information Management (EIM) software. OpenText software applications manage content or unstructured data for large companies, government agencies, and professional service firms.

**Key Dates – First Year Assessment**

Initiated: 2017-01-30

Received: 2017-05-30

WFA: 2017-04-03

**COLLECTION OF WORKFORCE INFORMATION**

	#	%
Number of Surveys Handed Out:	1601	100
Number of Surveys Returned:	1502	94
Number of Completed Surveys Returned:	1415	88

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

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

Observations:

The self-identification questionnaire was reviewed and found to be in compliance by the Workplace Equity Division of the Labour Program.

### **WORKFORCE ANALYSIS & GOAL SETTING**

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

Observations:

All the goals were set at levels equal to labour market availability applicable to each respective EEOG where a gap was found. All goals were set in percentage and numerical format. For the purpose of this analysis the goals in percentage (%) format will be used only.

## SUMMARY OF GOALS

### Women

Workforce Analysis Results			Goals		Representation	LMA
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term	Long-term		
#	Description		#	(1 to 3 years)	(3 years or more)	%
2	Middle & Other Managers	-4	38.9	38.9	36.5	38.9
4	Semi-Professionals and Technicians	-23	24.7	24.7	13.2	24.7
7	Administrative and Senior Clerical Personnel	-1	50.0	50.0	81.0	82.0
11	Intermediate Sales and Service Personnel	-5	50.0	50.0	57.1	66.9

#### Observations:

The organization has set appropriate short-term and long-term goals in all four EEOGs where a gap was uncovered. With regards to EEOGs 05 and 11, the goals were set at 50% even though availability is higher. This is in keeping with the program decision not to encourage organizations to seek representation levels of beyond 50% for women in order to discourage occupational segregation and ensure that those occupational groups are welcoming of all genders. For the other two EEOGs (01 and 03), goals were set at labour market availability.

The data submitted by the organization reveals limited anticipated opportunities for hires in EEOGs where gaps were found. However, the goals set at availability will serve them well should an unexpected vacancy occur.

**Aboriginal Peoples**

Workforce Analysis Results			Goals		Representation	LMA
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term	Long-term		
#	Description		#	(1 to 3 years)	(3 years or more)	%
1	Senior Managers	-3	2.9	2.9	0.7	2.9
2	Middle & Other Managers	-3	2.2	2.2	0.6	2.2
3	Professionals	-5	1.1	1.1	0.4	1.1
4	Semi-Professionals & Technicians	-2	1.7	1.7	0.5	1.7
10	Clerical Personnel	-1	1.0	1.0	0.0	1.0
11	Intermediate Sales & Service Personnel	-1	1.1	1.1	0.0	1.1

Observation:

The organization has set short-term and long-term goals as per the market availability in all the EEOGs where a gap was uncovered.

**Members of Visible Minorities**

Workforce Analysis Results			Goals		Representation	LMA
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term	Long-term		
#	Description		#	(1 to 3 years)	(3 years or more)	%
3	Professionals	-62	32.6	32.6	24.3	32.6
4	Semi-Professionals & Technicians	-17	34.9	34.9	26.4	34.9
5	Supervisors	-1	12.0	12.0	0.0	12.0
8	Skilled Sales & Service	-1	19.5	19.5	17.9	19.5

11	Intermediate Sales & Service	-2	29.6	29.6	26.5	29.6
13	Other Sales & Service Personnel	-2	31.2	31.2	24.0	31.2

Observations:

The organization has set short-term and long-term goals as per the market availability in all the EEOGs where a gap was uncovered.

### ***Person with Disabilities***

There are no gaps in this designated group. Therefore no goals need to be set.

### **RECOMMENDATION**

I recommend that the employer be found:

in compliance    in non-compliance

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

OpenText Corporation has a number of gaps in several Employment Equity Occupational Groups for Women, Indigenous People and Members of Visible Minorities. As such, the organization may want to support its hiring and promotion goals with a plan containing measures to attract and retain designated group employees. As a federal contractor under the Federal Contractors Program (FCP), OpenText is encouraged to adopt measures best suited to the organization in order to ensure reasonable progress towards achieving its goals.

Given the gaps in EEOG 04 (Women) and EEOG 03 (Members of Visible Minority) 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 through the use of permanent full-time and permanent part-time employment when vacancies arise.

**Name of Analyst:** Neena Sharan

**Date:** July 25, 2018.



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

**Sent:** September 5, 2018 8:54 AM

**To:** 'Isarauer@opentext.com' <Isarauer@opentext.com>; 'jzarba@opentext.com' <jzarba@opentext.com>; 'bkirkwoo@opentext.com' <bkirkwoo@opentext.com>

**Subject:** Government of Canada Agreement Number: 060944 – Notification of Compliance with the Federal Contractors Program

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

Dear Leslie Sarauer:

I am writing to inform you that the compliance assessment initiated on January 30, 2017 has been completed. As a result of the assessment, OpenText Corporation has been found to be in compliance with the requirements of the Federal Contractors Program (FCP) under the Employment Equity Act.

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

Based on a review of the information submitted by your organization, you will find recommendations below for your consideration to ensure the ongoing success of the OpenText Corporation 's employment equity program.

- OpenText Corporation has a number of gaps in women, Indigenous peoples and members of visible minorities. As such, the organization may want to support its hiring and promotion goals with a plan containing measures to attract and retain designated group employees. As a federal contractor under the Federal Contractors Program (FCP), OpenText is encouraged to adopt measures best suited to the organization in order to ensure reasonable progress towards achieving its goals.
- Given the gaps in EEOG 04 (Women) and EEOG 03 (Members of Visible Minority) 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 January 31, 2020. 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 OpenText Corporation 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, OpenText Corporation will be required to demonstrate that it has made reasonable efforts to achieve its goals. We encourage your organization to develop an action plan to ensure that goals will be met.

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

- the implementation of initiatives to foster a diverse and inclusive workplace;
- measures to remove employment barriers;
- tailored programs to attract and retain designated group members in areas where they are under-represented; and
- the establishment of accountability mechanisms supported by senior management to ensure that goals are met.

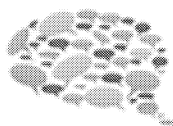
You may also visit our website to access a number of tools. In particular, we encourage your organization to continue using the [Workplace Equity Information Management System \(WEIMS\)](#). WEIMS can assist you in generating your workforce analysis and contains other data analysis tools, including the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

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

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

Workplace Equity Team

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



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