


 Labour Program
 Federal Contractors Program

OFFICIAL USE ONLY

Agreement N°:

Agreement to Implement Employment Equity

(All sections must be completed)

- New Agreement
- Revised Agreement

ORGANIZATION			
Legal Name of Organization Pacific Safety Products		Parent company is located outside Canada <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Operating Name (if different from Legal Name of Organization)		Business Number [REDACTED] PG0001	
Organization's North American Industry Classification System (NAICS) Code Number To find your organization's four-digit NAICS code please visit: http://www.statcan.gc.ca/subjects-sujets/standard-norme/naics-scian/2007/list-liste-eng.htm 339110		Total number of employees in Canada (Permanent Full-Time and/or Part-Time) 109	
		<input checked="" type="checkbox"/> Federally Regulated <input checked="" type="checkbox"/> Provincially Regulated	
HEAD OFFICE			
Address (building number, street, suite, etc.) 124 Fourth Avenue		City Arnprior	Province ON
		Postal Code K7S 0A9	
		Telephone Number 613-623-6001	
EMPLOYMENT EQUITY CONTACT			
Name (print) Kelly Haime		Title HR Generalist	
Telephone Number 613-623-6001 ex.255	E-mail Address khaime@pacsafety.com	Preferred Language of Correspondence <input checked="" type="checkbox"/> English <input type="checkbox"/> French	
CERTIFICATION			
The above-named organization:			
<ul style="list-style-type: none"> • having a combined workforce of 100 or more permanent full-time and permanent part-time employees in Canada, AND • 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) 			
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: http://www.esdc.gc.ca/eng/labour/equality/fcp/index.shtml :			
Important note: If an audit of the Agreement to Implement Employment Equity uncovers misrepresentation on the part of the organization, the procurement instrument(s) with the Government of Canada may be terminated.			
SIGNATORY			
NOTE: 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) Sherrie Dontigny		Title Director of Operations	
Telephone Number 613-623-6001	E-mail Address dontigny@pacsafety.com	Preferred Language of Correspondence <input checked="" type="checkbox"/> English <input type="checkbox"/> French	
Signature [REDACTED]		Date (YYYY-MM-DD) 2015-12-11	
The information you provide on this form is collected under the authority of section 42 of the <i>Employment Equity Act</i> to determine your eligibility for the Federal Contractors Program (FCP).			
Completion of this form is mandatory. Refusal to provide personal information will result in the organization's name being placed on the FCP Limited Eligibility to Bid List, loss of the right to bid on federal government goods or services contracts of any value and may also result in the termination of the contract.			
The information you provide may be used and/or disclosed for policy analysis, research and/or evaluation purposes. However, these additional uses and/or disclosures of your personal information will never result in an administrative decision being made about you.			
Your personal information is administered in accordance with the <i>Privacy Act</i> and other applicable laws. You have the right to the protection of, and access to, your personal information, which is described in Personal Information Bank ESDC PPU 721. Instructions for obtaining this information are outlined in the government publication entitled <i>Info Source</i> , which is available at the following website address: http://www.infosource.gc.ca . <i>Info Source</i> may also be accessed online at any Service Canada Centre.			
RETURN INSTRUCTIONS			
IMPORTANT <ul style="list-style-type: none"> • The signed Agreement to Implement Employment Equity form must be sent to the Labour Program by e-mail at: ee-eme@hrsdc-rhdcc.gc.ca. 			



Workplace Equity Information Management System - Pacific Safety Products Inc.

Workforce Analysis - Detailed Report

Date: 2017-06-06

Women

Employment Equity Occupational Group	Internal Location	All Employees #	Representation		Women Availability		Gap #	Recruitment Area
			#	%	%	#		
01 : Senior Managers	National	1	1	100.0 %	27.4 %	0	1	National
02 : Middle and Other Managers	National	3	1	33.3 %	38.9 %	1	0	National
03 : Professionals		5	3	60.0 %	49.7 %	2	1	
1111 : Financial auditors and accountants	National	1	1	100.0 %	55.1 %	1	0	National
1112 : Financial and investment analysts	National	1	1	100.0 %	50.1 %	1	0	National
1114 : Other financial officers	National	1	0	0.0 %	44.1 %	0	0	National
1121 : Human resources professionals	National	1	1	100.0 %	71.1 %	1	0	National
2171 : Information systems analysts and consultants	National	1	0	0.0 %	28.3 %	0	0	National
04 : Semi-Professionals and Technicians		7	6	85.7 %	52.1 %	4	2	
2252 : Industrial designers	Ontario	1	0	0.0 %	26.5 %	0	0	Ontario
2253 : Drafting technologists and technicians	Ontario	2	2	100.0 %	26.4 %	1	1	Ontario
5245 : Patternmakers - textile, leather and fur products	Ontario	4	4	100.0 %	71.4 %	3	1	Ontario
06 : Supervisors: Crafts and Trades		5	5	100.0 %	44.1 %	2	3	
9217 : Supervisors, textile, fabric, fur and leather products processing and manufacturing	Ontario	5	5	100.0 %	44.1 %	2	3	Ontario
07 : Administrative and Senior Clerical Personnel		1	1	100.0 %	87.1 %	1	0	
Employment Equity Occupational Group	Ont. less CMAs	1	1	100.0 %	87.1 %	1	0	Ont. less CMAs
10 : Clerical Personnel		6	4	66.7 %	72.4 %	4	0	
Employment Equity Occupational Group	Ont. less CMAs	6	4	66.7 %	72.4 %	4	0	Ont. less CMAs
11 : Intermediate Sales and Service Personnel		4	3	75.0 %	72.4 %	3	0	
Employment Equity Occupational Group	Ont. less CMAs	4	3	75.0 %	72.4 %	3	0	Ont. less CMAs
12 : Semi-Skilled Manual Workers		38	34	89.5 %	20.7 %	8	26	
Employment Equity Occupational Group	Ont. less CMAs	38	34	89.5 %	20.7 %	8	26	Ont. less CMAs



Workforce Analysis - Detailed Report

Date: 2017-06-06

004174

Women

Employment Equity Occupational Group	Internal Location	Women					Recruitment Area
		All Employees	Representation		Availability		
		#	#	%	%	#	#
Total		70	58	82.9 %	36.8 %	25	33

Total may not equal sum of components due to rounding.

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



Workforce Analysis - Detailed Report

Date: 2017-06-06

Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples Representation		Aboriginal Peoples Availability		Gap #	Recruitment Area
			#	%	%	#		
01 : Senior Managers	National	1	0	0.0 %	2.9 %	0	0	National
02 : Middle and Other Managers	National	3	0	0.0 %	2.2 %	0	0	National
03 : Professionals		5	0	0.0 %	1.5 %	0	0	
1111 : Financial auditors and accountants	National	1	0	0.0 %	1.3 %	0	0	National
1112 : Financial and investment analysts	National	1	0	0.0 %	0.9 %	0	0	National
1114 : Other financial officers	National	1	0	0.0 %	1.3 %	0	0	National
1121 : Human resources professionals	National	1	0	0.0 %	2.7 %	0	0	National
2171 : Information systems analysts and consultants	National	1	0	0.0 %	1.1 %	0	0	National
04 : Semi-Professionals and Technicians		7	0	0.0 %	0.4 %	0	0	
2252 : Industrial designers	Ontario	1	0	0.0 %	0.6 %	0	0	Ontario
2253 : Drafting technologists and technicians	Ontario	2	0	0.0 %	1.3 %	0	0	Ontario
5245 : Patternmakers - textile, leather and fur products	Ontario	4	0	0.0 %	0.0 %	0	0	Ontario
06 : Supervisors: Crafts and Trades		5	0	0.0 %	0.0 %	0	0	
9217 : Supervisors, textile, fabric, fur and leather products processing and manufacturing	Ontario	5	0	0.0 %	0.0 %	0	0	Ontario
07 : Administrative and Senior Clerical Personnel		1	0	0.0 %	4.1 %	0	0	
Employment Equity Occupational Group	Ont. less CMAs	1	0	0.0 %	4.1 %	0	0	Ont. less CMAs
10 : Clerical Personnel		6	0	0.0 %	4.7 %	0	0	
Employment Equity Occupational Group	Ont. less CMAs	6	0	0.0 %	4.7 %	0	0	Ont. less CMAs
11 : Intermediate Sales and Service Personnel		4	0	0.0 %	4.9 %	0	0	
Employment Equity Occupational Group	Ont. less CMAs	4	0	0.0 %	4.9 %	0	0	Ont. less CMAs
12 : Semi-Skilled Manual Workers		38	3	7.9 %	4.4 %	2	1	
Employment Equity Occupational Group	Ont. less CMAs	38	3	7.9 %	4.4 %	2	1	Ont. less CMAs



Workforce Analysis - Detailed Report

Date: 2017-06-06

004176

Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples Representation		Aboriginal Peoples Availability		Gap #	Recruitment Area
			#	%	%	#		
Total		70	3	4.3 %	3.4 %	2	1	

Total may not equal sum of components due to rounding.

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



Workforce Analysis - Detailed Report

Date: 2017-06-06

004177

Members of Visible Minorities

Employment Equity Occupational Group	Internal Location	All Employees #	Members of Visible Minorities Representation		Members of Visible Minorities Availability		Gap #	Recruitment Area
			#	%	%	#		
01 : Senior Managers	National	1	0	0.0 %	10.1 %	0	0	National
02 : Middle and Other Managers	National	3	0	0.0 %	15.0 %	0	0	National
03 : Professionals		5	0	0.0 %	26.0 %	1	-1	
1111 : Financial auditors and accountants	National	1	0	0.0 %	27.5 %	0	0	National
1112 : Financial and investment analysts	National	1	0	0.0 %	35.4 %	0	0	National
1114 : Other financial officers	National	1	0	0.0 %	21.7 %	0	0	National
1121 : Human resources professionals	National	1	0	0.0 %	14.1 %	0	0	National
2171 : Information systems analysts and consultants	National	1	0	0.0 %	31.4 %	0	0	National
04 : Semi-Professionals and Technicians		7	1	14.3 %	25.3 %	2	-1	
2252 : Industrial designers	Ontario	1	1	100.0 %	25.5 %	0	1	Ontario
2253 : Drafting technologists and technicians	Ontario	2	0	0.0 %	30.2 %	1	-1	Ontario
5245 : Patternmakers - textile, leather and fur products	Ontario	4	0	0.0 %	22.9 %	1	-1	Ontario
06 : Supervisors: Crafts and Trades		5	0	0.0 %	38.5 %	2	-2	
9217 : Supervisors, textile, fabric, fur and leather products processing and manufacturing	Ontario	5	0	0.0 %	38.5 %	2	-2	Ontario
07 : Administrative and Senior Clerical Personnel		1	0	0.0 %	1.6 %	0	0	
Employment Equity Occupational Group	Ont. less CMAs	1	0	0.0 %	1.6 %	0	0	Ont. less CMAs
10 : Clerical Personnel		6	0	0.0 %	1.7 %	0	0	
Employment Equity Occupational Group	Ont. less CMAs	6	0	0.0 %	1.7 %	0	0	Ont. less CMAs
11 : Intermediate Sales and Service Personnel		4	0	0.0 %	2.3 %	0	0	
Employment Equity Occupational Group	Ont. less CMAs	4	0	0.0 %	2.3 %	0	0	Ont. less CMAs
12 : Semi-Skilled Manual Workers		38	0	0.0 %	1.6 %	1	-1	
Employment Equity Occupational Group	Ont. less CMAs	38	0	0.0 %	1.6 %	1	-1	Ont. less CMAs



Workforce Analysis - Detailed Report

Date: 2017-06-06

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
			#	%	%	#		
Total		70	1	1.4 %	9.1 %	6	-5	

Total may not equal sum of components due to rounding.

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



Workforce Analysis - Detailed Report

Date: 2017-06-06

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	4	0	0.0 %	4.3 %	0	0	National
03 : Professionals	National	5	0	0.0 %	3.8 %	0	0	National
04 : Semi-Professionals and Technicians	National	7	1	14.3 %	4.6 %	0	1	National
06 : Supervisors: Crafts and Trades	National	5	0	0.0 %	7.8 %	0	0	National
07 : Administrative and Senior Clerical Personnel	National	1	0	0.0 %	3.4 %	0	0	National
10 : Clerical Personnel	National	6	1	16.7 %	7.0 %	0	1	National
11 : Intermediate Sales and Service Personnel	National	4	0	0.0 %	5.6 %	0	0	National
12 : Semi-Skilled Manual Workers	National	38	8	21.1 %	4.8 %	2	6	National
Total		70	10	14.3 %	5.1 %	2	8	

Total may not equal sum of components due to rounding.

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



Workforce Analysis - Detailed Report

Date: 2017-06-06

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
06 : Supervisors: Crafts and Trades	NOC	Provincial
07 : Administrative and Senior Clerical Personnel	EEOG	CMA
10 : Clerical Personnel	EEOG	CMA
11 : Intermediate Sales and Service Personnel	EEOG	CMA
12 : Semi-Skilled Manual Workers	EEOG	CMA



Workforce Analysis - Detailed Report

Date: 2017-06-06

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
06 : Supervisors: Crafts and Trades	EEOG	National
07 : Administrative and Senior Clerical Personnel	EEOG	National
10 : Clerical Personnel	EEOG	National
11 : Intermediate Sales and Service Personnel	EEOG	National
12 : Semi-Skilled Manual Workers	EEOG	National



Workplace Equity Information Management System - Pacific Safety Products Inc.

Workforce Analysis - Summary Report

Date: 2017-06-06

Women

Employment Equity Occupational Group	All Employees #	Representation		Women Availability		Gap #
		#	%	%	#	
01 : Senior Managers	1	1	100.0 %	27.4 %	0	1
02 : Middle and Other Managers	3	1	33.3 %	38.9 %	1	0
03 : Professionals	5	3	60.0 %	49.7 %	2	1
04 : Semi-Professionals and Technicians	7	6	85.7 %	52.1 %	4	2
06 : Supervisors: Crafts and Trades	5	5	100.0 %	44.1 %	2	3
07 : Administrative and Senior Clerical Personnel	1	1	100.0 %	87.1 %	1	0
10 : Clerical Personnel	6	4	66.7 %	72.4 %	4	0
11 : Intermediate Sales and Service Personnel	4	3	75.0 %	72.4 %	3	0
12 : Semi-Skilled Manual Workers	38	34	89.5 %	20.7 %	8	26
Total	70	58	82.9 %	36.8 %	25	33

Total may not equal sum of components due to rounding.



Workforce Analysis - Summary Report

Date: 2017-06-06

Aboriginal Peoples

004183

Employment Equity Occupational Group	Aboriginal Peoples					
	All Employees	Representation		Availability		Gap
	#	#	%	%	#	#
01 : Senior Managers	1	0	0.0 %	2.9 %	0	0
02 : Middle and Other Managers	3	0	0.0 %	2.2 %	0	0
03 : Professionals	5	0	0.0 %	1.5 %	0	0
04 : Semi-Professionals and Technicians	7	0	0.0 %	0.4 %	0	0
06 : Supervisors: Crafts and Trades	5	0	0.0 %	0.0 %	0	0
07 : Administrative and Senior Clerical Personnel	1	0	0.0 %	4.1 %	0	0
10 : Clerical Personnel	6	0	0.0 %	4.7 %	0	0
11 : Intermediate Sales and Service Personnel	4	0	0.0 %	4.9 %	0	0
12 : Semi-Skilled Manual Workers	38	3	7.9 %	4.4 %	2	1
Total	70	3	4.3 %	3.4 %	2	1

Total may not equal sum of components due to rounding.



Workforce Analysis - Summary Report

Date: 2017-06-06

Members of Visible Minorities

Employment Equity Occupational Group	Members of Visible Minorities					
	All Employees	Representation		Availability		Gap
		#	#	%	%	
01 : Senior Managers	1	0	0.0 %	10.1 %	0	0
02 : Middle and Other Managers	3	0	0.0 %	15.0 %	0	0
03 : Professionals	5	0	0.0 %	26.0 %	1	-1
04 : Semi-Professionals and Technicians	7	1	14.3 %	25.3 %	2	-1
06 : Supervisors: Crafts and Trades	5	0	0.0 %	38.5 %	2	-2
07 : Administrative and Senior Clerical Personnel	1	0	0.0 %	1.6 %	0	0
10 : Clerical Personnel	6	0	0.0 %	1.7 %	0	0
11 : Intermediate Sales and Service Personnel	4	0	0.0 %	2.3 %	0	0
12 : Semi-Skilled Manual Workers	38	0	0.0 %	1.6 %	1	-1
Total	70	1	1.4 %	9.1 %	6	-5

Total may not equal sum of components due to rounding.



Workforce Analysis - Summary Report

Date: 2017-06-06

Persons with Disabilities

Employment Equity Occupational Group	All Employees #	Persons with Disabilities				Gap #
		Representation		Availability		
		#	%	%	#	
01/02 : Managers	4	0	0.0 %	4.3 %	0	0
03 : Professionals	5	0	0.0 %	3.8 %	0	0
04 : Semi-Professionals and Technicians	7	1	14.3 %	4.6 %	0	1
06 : Supervisors: Crafts and Trades	5	0	0.0 %	7.8 %	0	0
07 : Administrative and Senior Clerical Personnel	1	0	0.0 %	3.4 %	0	0
10 : Clerical Personnel	6	1	16.7 %	7.0 %	0	1
11 : Intermediate Sales and Service Personnel	4	0	0.0 %	5.6 %	0	0
12 : Semi-Skilled Manual Workers	38	8	21.1 %	4.8 %	2	6
Total	70	10	14.3 %	5.1 %	2	8

Total may not equal sum of components due to rounding.



Workforce Analysis - Summary Report

Date: 2017-06-06

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
06 : Supervisors: Crafts and Trades	NOC	Provincial
07 : Administrative and Senior Clerical Personnel	EEOG	CMA
10 : Clerical Personnel	EEOG	CMA
11 : Intermediate Sales and Service Personnel	EEOG	CMA
12 : Semi-Skilled Manual Workers	EEOG	CMA



Workforce Analysis - Summary Report

Date: 2017-06-06

004187

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
06 : Supervisors: Crafts and Trades	EEOG	National
07 : Administrative and Senior Clerical Personnel	EEOG	National
10 : Clerical Personnel	EEOG	National
11 : Intermediate Sales and Service Personnel	EEOG	National
12 : Semi-Skilled Manual Workers	EEOG	National

Short-term Goal Setting Tool

[Organization's Name]

[Date]

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 2017/06/06	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 2017-2020		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
								Annually	Over 3 Years		#	%					
		#	%	#	%		#	#	%	#	%	%	#	#	%	%	
Senior Managers	1	0.0%	0	0.0%	0	0	1	0.0%	0	-1	0	30.0%	27.4%	1	1	100.0%	100.0%
Middle & Other Managers	3	0.0%	0	1.0%	0	0	1	1.0%	0	0	0	40.0%	38.9%	0	0	33.3%	33.3%
Professionals	5	0.0%	0	2.0%	0	0	3	2.0%	0	-1	0	50.0%	49.7%	1	1	60.0%	60.0%
Semi-Professionals & Technicians	7	1.0%	0	2.0%	0	0	6	2.0%	0	-2	0	50.0%	52.1%	2	2	85.7%	85.7%
Supervisors	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Supervisors: Crafts & Trades	5	3.0%	0	2.0%	0	0	5	2.0%	0	-3	0	45.0%	44.1%	3	3	100.0%	100.0%
Administrative & Senior Clerical Personnel	1	0.0%	0	0.0%	0	0	1	0.0%	0	0	0	90.0%	87.1%	0	0	100.0%	100.0%
Skilled Sales & Service Personnel	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
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	6	0.0%	0	3.0%	1	1	4	3.0%	0	0	1	80.0%	72.4%	0	1	66.7%	83.3%
Intermediate Sales & Service Personnel	4	1.0%	0	0.0%	0	0	3	0.0%	0	0	0	80.0%	72.4%	0	0	75.0%	75.0%
Semi-Skilled Manual Workers	38	4.0%	5	7.0%	8	13	34	7.0%	7	-18	3	25.0%	20.7%	26	21	89.5%	69.8%
Other Sales & Service Personnel	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 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

2017/06/06

[Date]

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 2017/06/06	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 2017-2020		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years	
								Annually	Over 3 Years		#	%						#
		#	%	#	%		#	%	#	%	#	%	#	%	#	%	#	%
Senior Managers	1	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0	3.0%	2.9%	0	0	0.0%	0.0%
Middle & Other Managers	3	0.0%	0	1.0%	0	0	0	1.0%	0	0	0	0	3.0%	2.2%	0	0	0.0%	0.0%
Professionals	5	0.0%	0	2.0%	0	0	0	2.0%	0	0	0	0	2.0%	1.5%	0	0	0.0%	0.0%
Semi-Professionals & Technicians	7	1.0%	0	2.0%	0	0	0	2.0%	0	0	0	0	1.0%	0.4%	0	0	0.0%	0.0%
Supervisors	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!
Supervisors: Crafts & Trades	5	3.0%	0	2.0%	0	0	0	2.0%	0	0	0	0	0.0%	0.0%	0	0	0.0%	0.0%
Administrative & Senior Clerical Personnel	1	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0	5.0%	4.1%	0	0	0.0%	0.0%
Skilled Sales & Service Personnel	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!
Skilled Crafts & Trades Workers	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!
Clerical Personnel	6	0.0%	0	3.0%	1	1	0	3.0%	0	0	0	0	5.0%	4.7%	0	0	0.0%	0.0%
Intermediate Sales & Service Personnel	4	1.0%	0	0.0%	0	0	0	0.0%	0	0	0	0	5.0%	4.9%	0	0	0.0%	0.0%
Semi-Skilled Manual Workers	38	4.0%	5	7.0%	8	13	3	7.0%	1	0	1	0	5.0%	4.4%	1	1	7.9%	7.0%
Other Sales & Service Personnel	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Other Manual Workers	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!

Short-term Goal Setting Tool

Pacific Safety Products

06-Jun-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 YYYY/MM/DD #	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 YYYY-YYYY		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	10.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Middle & Other Managers	4	0.0%	0	1.0%	0	0	0	1.0%	0	0	0	15.0%	4.3%	0	0	0.0%	0.0%
Professionals	5	0.0%	0	2.0%	0	0	0	2.0%	0	0	0	30.0%	3.8%	0	0	0.0%	0.0%
Semi-Professionals & Technicians	7	1.0%	0	2.0%	0	0	1	2.0%	0	-1	0	25.0%	4.6%	1	1	14.3%	14.3%
Supervisors	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Supervisors: Crafts & Trades	5	3.0%	0	2.0%	0	0	0	2.0%	0	0	0	40.0%	7.8%	0	0	0.0%	0.0%
Administrative & Senior Clerical Personnel	1	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	2.0%	3.4%	0	0	0.0%	0.0%
Skilled Sales & Service Personnel	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
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	6	0.0%	0	3.0%	1	1	1	3.0%	0	-1	0	2.0%	7.0%	1	1	16.7%	16.7%
Intermediate Sales & Service Personnel	4	1.0%	0	0.0%	0	0	0	0.0%	0	0	0	3.0%	5.6%	0	0	0.0%	0.0%
Semi-Skilled Manual Workers	38	4.0%	5	7.0%	8	13	0	7.0%	0	0	0	2.0%	4.8%	0	-2	0.0%	0.0%
Other Sales & Service Personnel	0	0.0%	0	0.0%	0	0	8	0.0%	0	0	0	0.0%	0.0%	0	8	#DIV/0!	#DIV/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

[Organization's Name]

[Date]

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 YYYY/MM/DD #	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 YYYY-YYYY		Present Availability %	Present Gap #	Projected Gap #	Present Representation %	Projected Representation in 3 Years %
								Annually %	Over 3 Years #		Annually %	Over 3 Years #					
Senior Managers	1	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	10.0%	10.1%	0	0	0.0%	0.0%
Middle & Other Managers	3	0.0%	0	1.0%	0	0	0	1.0%	0	0	0	15.0%	15.0%	0	0	0.0%	0.0%
Professionals	5	0.0%	0	2.0%	0	0	0	2.0%	0	1	0	30.0%	26.0%	-1	-1	0.0%	0.0%
Semi-Professionals & Technicians	7	1.0%	0	2.0%	0	0	1	2.0%	0	1	0	25.0%	25.3%	-1	-1	14.3%	14.3%
Supervisors	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
Supervisors: Crafts & Trades	5	3.0%	0	2.0%	0	0	0	2.0%	0	2	0	40.0%	38.5%	-2	-2	0.0%	0.0%
Administrative & Senior Clerical Personnel	1	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	2.0%	1.6%	0	0	0.0%	0.0%
Skilled Sales & Service Personnel	0	0.0%	0	0.0%	0	0	0	0.0%	0	0	0	0.0%	0.0%	0	0	#DIV/0!	#DIV/0!
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	6	0.0%	0	3.0%	1	1	0	3.0%	0	0	0	2.0%	1.7%	0	0	0.0%	0.0%
Intermediate Sales & Service Personnel	4	1.0%	0	0.0%	0	0	0	0.0%	0	0	0	3.0%	2.3%	0	0	0.0%	0.0%
Semi-Skilled Manual Workers	38	4.0%	5	7.0%	8	13	0	7.0%	0	1	0	2.0%	1.6%	-1	-1	0.0%	0.0%
Other Sales & Service Personnel	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 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!

Summary of Goals
Pacific Safety Products
June 6, 2017

Women

Workforce Analysis Results			Goals		Comments
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term (1 to 3 years)	Long-term (3 years or more)	
#	Description	#	# or %	# or %	
	No Gaps Identified				

Aboriginal Peoples

Workforce Analysis Results			Goals		Comments
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term (1 to 3 years)	Long-term (3 years or more)	
#	Description	#	# or %	# or %	
	No Gaps Identified				

Persons with Disabilities

Workforce Analysis Results			Goals		Comments
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term (1 to 3 years)	Long-term (3 years or more)	
#	Description	#	# or %	# or %	
	No Gaps Identified				

Members of Visible Minorities

Workforce Analysis Results			Goals		Comments
Employment Equity Occupational Group (EEOG)		Present Gap	Short-term (1 to 3 years)	Long-term (3 years or more)	
#	Description	#	# or %	# or %	
03	Professionals	-1	0	1	
04	Semi-Professionals and Technicians	-1	0	1	
06	Supervisors: Crafts and Trades	-2	0	2	
12	Semi-Skilled Manual Workers	-1	0	1	



Self-Identification Questionnaire

Employment Equity Program
(Confidential When Completed)

Information from this questionnaire will allow Pacific Safety Products Inc. to track training opportunities, promotions and employee retention in order to identify and remove barriers to employment and advancement. This includes referral for training and developmental assignments and special programs.

You have the right to review and correct information relating to you at any time and you can be assured that the information will not be used for unauthorized purposes. Completion of this form is voluntary.

Please note that a person may belong to more than one designated group. Thank-you for your cooperation.

A. Family Name _____ **Given Name** _____

Male

Female

B. Persons with disabilities are those that have a long-term or recurring physical, mental, sensory, psychiatric or learning impairment and who consider themselves to be disadvantaged in employment by reason of that impairment, or believe that an employer or potential employer is likely to consider them to be disadvantaged in employment by reason of that impairment. This also includes persons whose functional limitations owing to their impairment have been accommodated in their current job or workplace. Your disability may be visible or invisible.

Examples of disabilities include, but are not limited to:

Coordination or Dexterity

- Σ Difficulty using hands or arms, such as grasping objects or using a keyboard

Mobility

- Σ Difficulty moving around from one office to another, walking long distances or using stairs

Blind or Visually Impaired

- Σ Unable to see or difficulty seeing, glaucoma, but do not include yourself if you can see well with glasses or contact lenses

Speech

- Σ Aphasia, unable to speak or difficulty speaking and being understood

Deaf or Hard of Hearing

- Σ Unable to hear or hard of hearing

Chronic Illnesses

- Σ Cystic fibrosis, diabetes, multiple sclerosis, HIV/AIDS, epilepsy and/or seizure disorders, fibromyalgia, fetal alcohol syndrome, chronic fatigue syndrome, muscular dystrophy, rheumatoid arthritis, osteoarthritis, lupus, burns-related disability, Crohn’s disease, environmental sensitivities

Psychological Illnesses

- Σ Recovering alcohol and drug users, people experiencing or who have experienced depression, schizophrenia, bi-polar disorder, obsessive compulsive disorder, or post-traumatic stress disorder

Learning/Comprehension Disabilities

- Σ Dyslexia, attention deficit hyperactivity disorder

Developmental Disabilities

- Σ Autism, down syndrome, persons who are developmentally delayed

Injuries

- Σ Brain injury, spinal cord injury, back injury, amputation, paralysis

Persons with disabilities also include persons whose impairments have been accommodated in the workplace (e.g. by the use of technical aids, changes to equipment or other working arrangements).

Are you a person with a disability? **Yes** **No**

C. An Aboriginal person is a North American Indian or a member of a First Nation, a Métis, or Inuit. North American Indians or members of a First Nation include status, treaty or registered Indians, as well as non-status and non-registered Indians.

Are you an Aboriginal person? **Yes** **No**

From: Fitzpatrick, Casey <Casey.Fitzpatrick@safariland.com>
Sent: June 6, 2017 2:47 PM
To: Begg, Suzanne SV [NC] <suzanne.begg@labour-travail.gc.ca>
Subject: First Compliance Submission
Sensitivity: Confidential

Hi Suzanne,

I have attached the detailed and summary report along with the Short term and summary goals completed form the tools provided. I have also attached the questionnaire we ask all employees to complete. I have 108 completed surveys, no surveys were returned incomplete or partially complete. The reason there are so many more completed surveys is that we provide the survey to all employees, not just the permanent FT and PT, so there are temporary casual employees that have completed and returned surveys. Do you need me to review all the surveys and sort them for FT and PT only?

Please review the information attached and let me know if you require anything further or if you have any questions.

Thank you,

Casey Fitzpatrick

Human Resources Generalist

Pacific Safety Products Inc./GH Armor Systems Inc. | **A BRAND OF THE SAFARILAND GROUP**

Phone: 613-623-6001 Ext 255

Fax: 613-623-0072 (Direct HR fax number)

Fax: 613-623-6169 (PSP fax number)

Email: casey.fitzpatrick@safariland.com / psphr@safariland.com

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From: Yakibonge, Maurice [NC] **On Behalf Of** EE-EME
Sent: October 25, 2017 7:47 AM
To: 'sdontigny@pacsafety.com' <sdontigny@pacsafety.com>
Cc: 'casey.fitzpatrick@safariland.com' <casey.fitzpatrick@safariland.com>
Subject: Government of Canada Agreement Number: V100154 – Notification of Compliance with the Federal Contractors Program

Dear Ms. Dontigny,

This email is to confirm that the compliance assessment initiated on 22/06/2017 has been completed. As a result of the assessment, Pacific Safety Products Inc. has been found to be in compliance with the requirements of the Federal Contractors Program (FCP) under the Employment Equity Act.

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

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

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

Attached for your reference is a summary of Pacific Safety Products Inc.'s employment equity results compared against Employment Equity Occupational Group levels in your industry as well as overall Canadian labour market availability.

Next Steps

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

When Pacific Safety Products Inc. is notified of a follow-up assessment, the following information will be required:

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

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

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

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

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

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

Should you require any further information regarding your organization's obligations under the FCP, please contact Suzanne Begg at Suzanne.begg@labour-travail.gc.ca.

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

Équipe de l'équité en emploi / Workplace Equity Team

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

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