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PROTECTED WHEN COMPLETED - B

Labour Program Federal Contractors Program

BEST AVAILABLE COPY

OFFICIAL USE ONLY	
Agreement N°:	

Agreement to Implement Employment Equity

New Agreement	(All sections r	nust be comple	ted)						
Revised Agreement									
	ORG	ANIZATION	·		***************************************				
Legal Name of Organization			Parent company	is located outsid	e Canada	***************************************			
Reliable Window Cleaners 🏌	udbury) Limited			Yes	☑ No				
Operating Name (if different from Legal Name	of Organization)		Business Numb	er		······································			
Reliable Cleaning Services			Total number of	employees in Ca	nada				
Organization's Nadio American Industry Charles		(k 1 - 1/2 k 1 - 1/2 k				275			
To find your organization's four-digit NAICS co	de please visit:		Federally Regulated Provincially Regulated						
	HEA	D OFFICE	***************************************	······································	***************************************	***************************************			
Address (building number, street, suite, etc.)	······	City		Province		e			
345 Regent Street				On	P3C4E1				
Countries Name of Organization Present companies to Consider Authority Limited Present companies to Consider Authority Limited Present companies to Consider Authority Limited Present companies to Consider Authority New New Present companies to Consider Authority New Present companies to Consider Authority New Present Present Consider Authority New Present Prese		······							
			. 1 T. e. t						
	E-mail Address	Louis of cons		Preferred Langua	age of Correspo	ondence			
705-675-5281 Ext 251	hlafantaisie@reli	ableclean.co	1						
	CERT	IFICATION		······································	***************************************				
instrument, in keeping with the Federal Co please refer to: http://www.esdc.gc.ca/eng Important note: If an audit of the Agreem	ontractors Program require /labour/equality/fcp/index. ent to Implement Employn	ements, For more i shtml : nent Equity uncove	nformation on h	ow to implemen	nt employmen	t equity			
	SIGI	NATORY		***************************************	***************************************				
		uthorized person in	an executive po	sition with lega	I authority to	sign a			
Robert Bertuzzi									
					2000				
	rpertuzznateman	······································		∠ Engli	sh [] F	rench			
Signature () The first from the state of the	merez kinamani	1)))						
Privacy Notice:					***************************************				
The information you provide on this form is colle Contractors Program (FCP).	cted under the authority of se	ection 42 of the <i>Empl</i>	oyment Equity Act	to determine you	ur eligibility for t	he Federal			
to Bid List, loss of the right to bid on federal gov	ernment goods or services or	ontracts of any value	and may also resu	It in the terminal	ion of the contri	act.			
disclosures of your personal information will nev	er result in an administrative	decision being made	about you.						
your personal information, which is described in government publication entitled <i>Info Source</i> , wh	Personal Information Bank E	SDC PPU 721, Instri	uctions for obtainir	ig this information	n are outlined ir	n the			
	RETURN II	NSTRUCTIONS							
MPORTANT									
The signed Agreement to Implemente-mail at: ee-eme@hrsdc-rhdcc.gc.		m must be sent to	o the Labour Pr	ogram by					

APPLICATION FOR EXTENSION TO SUBMIT COMPLIANCE ASSESSMENT INFORMATION

Federal Contractors Program

As per Appendix D – The Federal Contractors Program for Employment Equity of Treasury Board's Contracting Policy, contractors with a resident workforce of 100 or more employees who are awarded goods and services contracts of \$1 million or more are required to implement employment equity, submit information on their workforce and undergo a compliance assessment. If an unforeseen situation arises that prevents the contractor from meeting the submission of information deadline, the organization may submit an application for an extension. The application must be completed as outlined below and signed by a senior official of the corporation (e.g., chief executive officer, president or vice-president, authorized manager). Once completed, the form must be sent by email to: ee-eme@hrsdc-rhdcc.gc.ca.

I, the undersigned, on behalf of (legal name of organization) **Reliable Window Cleaners (Sudbury) Ltd.** (hereafter referred to as "the organization") and (Agreement to Implement Employment Equity number) **060786**, agree to the following statements:

- 1. I have the authority to sign on behalf of the organization. My signature has the value of legally binding this organization to the statements made in this document, and to the possible consequences of being found in non-compliance with the Federal Contractors Program.
- 2. I am making the claim that the organization is unable to submit the documentation for the compliance assessment within the deadline as required by the Federal Contractors Program.
- 3. I am therefore requesting an extension until (date) November 5, 2018 for the following reason(s):

(Please describe) <u>Difficulty reaching the 80% required response rate.</u> The geographical area that we cover, requires additional time to contact all the non responsive employees.

4. As a senior official of the organization, I hereby declare that all of these statements are correct to the best of my knowledge, and I am requesting an extension.

Name: Robert Bertuzzi Position Title: President

Email address: <u>rbertuzzi@reliableclean.com</u>

Telephone number: <u>705-674-9975 x 212</u>

Business address: 345 Regent Street, Sudbury, ON P3C4E1

Date: October 3-2018

From: Yakibonge, Maurice [NC] On Behalf Of EE-EME

Sent: October 5, 2018 7:22 AM

To: 'Christina Sprack' <csprack@reliableclean.com>

Cc: 'rbertuzzi@reliableclean.com' <rbertuzzi@reliableclean.com>

Subject: Extension to Submit Federal Contractors Program Compliance Assessment Information -

060786

Good morning,

You have requested an extension to submit your organization's information for the compliance assessment under the Federal Contractors Program beyond the initial deadline set by the Labour Program of Employment and Social Development Canada.

As requested, we hereby grant you an extension until November 5, 2018.

Should you have any questions regarding your compliance assessment, do not hesitate to contact us at: ee-eme@hrsdc-rhdcc.gc.ca.

Équipe de l'équité en emploi / Workplace Equity Team

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

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



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!

From: Christina Sprack [mailto:csprack@reliableclean.com]

Sent: October-03-18 2:40 PM **To:** Yakibonge, Maurice [NC]

Subject: RE: Looking for the Workforce Analysis Tools on the Main Menu

Here is the application for extension that we spoke about.

Thanks for the help earlier. I actually feel better about the process. You help clarify some of my issues.

csprack@reliableclean.com

Christina Gortzak-Sprack

Direct 705-674-9975 x 212

Main 705-675-5281 Fax 705-675-8348 345 Regent St., Sudbury, Ontario P3C4E1 www.reliableclean.com



From: maurice.yakibonge@labour-travail.gc.ca [mailto:maurice.yakibonge@labour-travail.gc.ca]

Sent: Wednesday, October 03, 2018 11:35 AM

To: ee-eme@hrsdc-rhdcc.gc.ca; csprack@reliableclean.com

Subject: RE: Looking for the Workforce Analysis Tools on the Main Menu

Hi Christina,

As discussed on the phone, please find attached an application for requesting an extension. The application must be signed by a senior official of your organisation (CEO, President or vice-president or authorized manager). Please complete it and return it to us at ee-eme@hrsdc-rhdcc.gc.ca as soon as possible.

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

Kind regards,

Maurice Yakibonge

Direction de l'équité en milieu de travail, Programme du travail Emploi et Développement social Canada / Gouvernement du Canada Maurice. Yakibonge@labour-travail.gc.ca / Tel.: 819-654-6099

Workplace Equity Division, Labour Program
Employment and Social Development Canada / Government of Canada
Maurice.Yakibonge@labour-travail.gc.ca / Tel.: 819-654-6099



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!

From: Yakibonge, Maurice [NC] On Behalf Of EE-EME

Sent: October-03-18 11:03 AM **To:** 'Christina Sprack'; EE-EME

Subject: RE: Looking for the Workforce Analysis Tools on the Main Menu

Good morning Christina,

The Workforce Analysis Tool is located at the bottom of the main menu of the WEIMS and is divided into two sections, "Set Workforce Analysis Defaults" and "Workforce Analysis Reports". Please see below a screenshot.

Workforce Analysis

Set Workforce Analysis Defaults

- · Women, Aboriginal Peoples and Visible Minorities
- · Persons with Disabilities

Workforce Analysis Report

- · Detailed Report
- Summary Report
- Comparison Detailed Report
- · Comparison Summary Report
- Goal Setting Report

If you experience difficulties working with WEIMS, please send an email to ee-eme@hrsdc-rhdcc.gc.ca

Date modified: 2016-09-29

If you have further questions, do not hesitate to contact me at 819-654-6099.

Regards,

Maurice Yakibonge

Direction de l'équité en milieu de travail, Programme du travail Emploi et Développement social Canada / Gouvernement du Canada Maurice.Yakibonge@labour-travail.gc.ca / Tel.: 819-654-6099

Workplace Equity Division, Labour Program
Employment and Social Development Canada / Government of Canada
Maurice. Yakibonge@labour-travail.gc.ca / Tel.: 819-654-6099



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

From: Christina Sprack [mailto:csprack@reliableclean.com]

Sent: October-02-18 4:53 PM

To: EE-EME

Subject: Looking for the Workforce Analysis Tools on the Main Menu

In the manual "Implementing Equity Information Management System" you reference Workforce Analysis Tools on the main menu of the WEIMS system. I cannot find this on the Main Menu of the WEIMS system.

How do I find this?

Is there a contact PHONE number to get help?

Please advise

csprack@reliableclean.com Direct 705-674-9975 x 212

Main 705-675-5281 Fax 705-675-8348 345 Regent St., Sudbury, Ontario P3C4E1

Christina Gortxak-Sprack

www.reliableclean.com



Workforce Analysis - Detailed Report

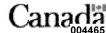
Date: 2018-11-02

Women

		Women						
Employment Equity Occupational Group	Internal Location	All Employees	•	sentation		ilability	Gap	Recruitment Area
		#	#	%	%	#	#	
01 : Senior Managers	National	3	4	33.3 %	27.4 %	1	0	National
02 : Middle and Other Managers	National	1	1	100.0 %	38.9 %	0	1	National
04 : Semi-Professionals and Technicians		3	0	0.0 %	7.4 %	0	0	
2242 : Electronic service technicians (household and business equipment)	Ontario	3	0	0.0 %	7.4 %	0	0	Ontario
05 : Supervisors		8	5	62.5 %	63.9 %	5	0	
Employment Equity Occupational Group	Greater Sudbury	4	3	75.0 %	64.4 %	3	0	Greater Sudbury
Employment Equity Occupational Group	Ont. less CMAs	3	*	33.3 %	62.9 %	2	-1	Ont. less CMAs
Employment Equity Occupational Group	Thunder Bay	1	*	100.0 %	64.9 %	1	0	Thunder Bay
08 : Skilled Sales and Service Personnel		6	2	33.3 %	28.7 %	2	0	
6221 : Technical sales specialists - wholesale trade	Ontario	6	2	33.3 %	28.7 %	2	0	Ontario
10 : Clerical Personnel		21	14	66.7 %	71.0 %	15	•1	
Employment Equity Occupational Group	Greater Sudbury	19	12	63.2 %	70.9 %	13	1	Greater Sudbury
Employment Equity Occupational Group	Ont. less CMAs	2	2	100.0 %	72.4 %	1	1	Ont. less CMAs
13 : Other Sales and Service Personnel		446	235	52.7 %	60.8 %	271	-36	
Employment Equity Occupational Group	Barrie	60	41	68.3 %	60.9 %	37	4	Barrie
Employment Equity Occupational Group	Greater Sudbury	218	108	49.5 %	60.5 %	132	-24	Greater Sudbury
Employment Equity Occupational Group	Ont. less CMAs	145	80	55.2 %	61.8 %	90	-10	Ont. less CMAs
Employment Equity Occupational Group	Thunder Bay	23	6	26.1 %	57.7 %	13	-7	Thunder Bay
Total		488	258	52.9 %	60.3 %	294	-36	

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: 2018-11-02

Aboriginal Peoples

5 de		A 13 200		Abori		D		
Employment Equity Occupational Group	Internal Location	All Employees #	Kepres #	sentation %	%	lability #	Gap #	Recruitment Area
01 : Senior Managers	National	3	1	33.3 %	2.9 %	0	1	National
02 : Middle and Other Managers	National	1	1	100.0 %	2.2 %	0	1	National
04 : Semi-Professionals and Technicians		3	1	33.3 %	1.6 %	0	1	
2242 : Electronic service technicians (household and business equipment)	Ontario	3	1	33,3 %	1.6 %	0	1	Ontario
05 : Supervisors		8	2	25.0 %	7.5 %	1	1	
Employment Equity Occupational Group	Greater Sudbury	4	2	50.0 %	8.8 %	0	2	Greater Sudbury
Employment Equity Occupational Group	Ont. less CMAs	3	0	0.0 %	4.9 %	0	0	Ont. less CMAs
Employment Equity Occupational Group	Thunder Bay	1	0	0.0 %	9.9 %	0	0	Thunder Bay
98 : Skilled Sales and Service Personnel		6	1	16.7 %	1.0 %	0	1	
3221 : Technical sales specialists - wholesale trade	Ontario	6	1	16.7 %	1.0 %	0	1	Ontario
0 : Clerical Personnel		21	4	19.0 %	7.2 %	2	2	
Employment Equity Occupational Group	Greater Sudbury	19	4	21.1 %	7.4 %	1	3	Greater Sudbury
Employment Equity Occupational Group	Ont. less CMAs	2	0	0.0 %	4.7 %	0	0	Ont. less CMAs
13 : Other Sales and Service Personnel		446	40	9.0 %	8.5 %	38	2	
Employment Equity Occupational Group	Barrie	60	5	8.3 %	2.8 %	2	3	Barrie
Employment Equity Occupational Group	Greater Sudbury	218	25	11.5 %	10.8 %	24	1	Greater Sudbury
Employment Equity Occupational Group	Ont. less CMAs	145	8	5.5 %	6.8 %	10	-2	Ont. less CMAs
Employment Equity Occupational Group	Thunder Bay	23	2	8.7 %	12.9 %	3	-1	Thunder Bay
		488	50	10.3 %	8.2 %	41	9	

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: 2018-11-02

Members of Visible Minorities

Employment Equity Occupational Group	Internal Location	All Employees		Members of	Gap	Recruitment Area		
Employment Equity Occupational Group	memai Location	#	#	%	%	lability #	#	Necruitment Area
01 : Senior Managers	National	3	1	33.3 %	10.1 %	0	1	National
02 : Middle and Other Managers	National	1	1	100.0 %	15.0 %	0	1	National
04 : Semi-Professionals and Technicians		3	4	33.3 %	29.3 %	1	0	
2242 : Electronic service technicians (household and business equipment)	Ontario	3	1	33.3 %	29.3 %	1	0	Ontario
05 : Supervisors		8	1	12.5 %	1.1 %	0	1	
Employment Equity Occupational Group	Greater Sudbury	4	0	0.0 %	0.0 %	0	0	Greater Sudbury
Employment Equity Occupational Group	Ont. less CMAs	3	1	33,3 %	1.9 %	0	1	Ont. less CMAs
Employment Equity Occupational Group	Thunder Bay	1	0	0.0 %	3.0 %	0	0	Thunder Bay
08 : Skilled Sales and Service Personnel		6	0	0.0 %	20.8 %	1	-1	
6221 : Technical sales specialists - wholesale trade	Ontario	6	0	0.0 %	20.8 %	1	-1	Ontario
10 : Clerical Personnel		21	5	23.8 %	1.8 %	0	5	
Employment Equity Occupational Group	Greater Sudbury	19	4	21.1 %	1.8 %	0	4	Greater Sudbury
Employment Equity Occupational Group	Ont. less CMAs	2	1	50.0 %	1.7 %	0	1	Ont. less CMAs
13 : Other Sales and Service Personnel		446	18	4.0 %	3.9 %	17	1	
Employment Equity Occupational Group	Barrie	60	0	0.0 %	7.9 %	5	-5	Barrie
Employment Equity Occupational Group	Greater Sudbury	218	14	6.4 %	3.6 %	8	6	Greater Sudbury
Employment Equity Occupational Group	Ont. less CMAs	145	2	1.4 %	2.7 %	4	-2	Ont. less CMAs
Employment Equity Occupational Group	Thunder Bay	23	2	8.7 %	3.8 %	1	1	Thunder Bay
Total		488	27	5.5 %	4.2 %	19	8	

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: 2018-11-02

Persons with Disabilities

	Persons with Disabilities							
Employment Equity Occupational Group	Internal Location	All Employees	Repres	sentation	Avail	ability	Gap	Recruitment Area
		#	#	%	%	#	#	
01/02 : Managers	National	4	2	50.0 %	4.3 %	0	2	National
04 : Semi-Professionals and Technicians	National	3	3	100.0 %	4.6 %	0	3	National
05 : Supervisors	National	8	4	50.0 %	13.9 %	1	3	National
08 : Skilled Sales and Service Personnel	National	6	1	16.7 %	3.5 %	0	1	National
10 : Clerical Personnel	National	21	6	28.6 %	7.0 %	1	5	National
13 : Other Sales and Service Personnel	National	446	55	12.3 %	6.3 %	28	27	National
Total		488	71	14,5 %	6.4 %	30	41	

Total may not equal sum of components due to rounding.

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



Workforce Analysis - Detailed Report

Date: 2018-11-02

Reasons for selecting a different analysis scope, recruitment area or recruitment location:

..

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
04 : Semi-Professionals and Technicians	NOC	Provincial
05 : Supervisors	EEOG	CMA
08 : Skilled Sales and Service Personnel	NOC	Provincial
10 : Clerical Personnel	EEOG	CMA
13 : Other Sales and Service Personnel	EEOG	CMA



Workforce Analysis - Detailed Report

Date: 2018-11-02

WFA Defaults - Persons with Disabilities

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



Workforce Analysis - Summary Report

Date: 2018-11-02

Women

Employment Equity Occupational Group	All Employees #	Repres #	entation	Avai	lability	Gap
	#	#				
			%	%	#	#
01 : Senior Managers	3	1	33.3 %	27.4 %	1	0
02 : Middle and Other Managers	1	1	100.0 %	38.9 %	0	1
04 : Semi-Professionals and Technicians	3	0	0.0 %	7.4 %	0	0
05 : Supervisors	8	5	62.5 %	63.9 %	5	0
08 : Skilled Sales and Service Personnel	6	2	33.3 %	28.7 %	2	0
10 : Clerical Personnel	21	14	66.7 %	71.0 %	15	•1
13 : Other Sales and Service Personnel	446	235	52.7 %	60.8 %	271	-36
Total	488	258	52.9 %	60.3 %	294	-36



Workforce Analysis - Summary Report

Date: 2018-11-02

Aboriginal Peoples

	Aboriginal Peoples						
Employment Equity Occupational Group	All Employees	Repres	sentation	Avai	lability	Gap	
	#	#	%	%	#	#	
01 : Senior Managers	3	1	33.3 %	2.9 %	0	1	
02 : Middle and Other Managers	1	1	100.0 %	2.2 %	0	1	
04 : Semi-Professionals and Technicians	3	1	33.3 %	1.6 %	0	1	
05 : Supervisors	8	2	25.0 %	7.5 %	1	1	
08 : Skilled Sales and Service Personnel	6	1	16.7 %	1.0 %	0	1	
10 : Clerical Personnel	21	4	19.0 %	7.2 %	2	2	
13 : Other Sales and Service Personnel	446	40	9.0 %	8.5 %	38	2	
Total	488	50	10.3 %	8.2 %	41	9	



Workforce Analysis - Summary Report

Date: 2018-11-02

Members of Visible Minorities

	Members of Visible Minorities					
Employment Equity Occupational Group	All Employees	Repres	entation	Avai	lability	Gap
	#	#	%	%	#	#
01 : Senior Managers	3	1	33.3 %	10.1 %	0	4
02 : Middle and Other Managers	1	1	100.0 %	15.0 %	0	1
04 : Semi-Professionals and Technicians	3	1	33.3 %	29.3 %	1	0
05 : Supervisors	8	1	12.5 %	1.1 %	0	1
08 : Skilled Sales and Service Personnel	6	0	0.0 %	20.8 %	1	-1
10 : Clerical Personnel	21	5	23.8 %	1.8 %	0	5
13 : Other Sales and Service Personnel	446	18	4.0 %	3.9 %	17	1
Total	488	27	5.5 %	4.2 %	19	8



Workforce Analysis - Summary Report

Date: 2018-11-02

Persons with Disabilities

	Persons with Disabilities						
Employment Equity Occupational Group	All Employees	Repres	sentation	Avail	ability	Gap	
	#	#	%	%	#	#	
01/02 : Managers	4	2	50.0 %	4.3 %	0	2	
04 : Semi-Professionals and Technicians	3	3	100.0 %	4.6 %	0	3	
05 : Supervisors	8	4	50.0 %	13.9 %	1	3	
08 : Skilled Sales and Service Personnel	6	1	16.7 %	3.5 %	0	1	
10 : Clerical Personnel	21	6	28.6 %	7.0 %	1	5	
13 : Other Sales and Service Personnel	446	55	12.3 %	6.3 %	28	27	
Total	488	71	14.5 %	6.4 %	30	41	



Workforce Analysis - Summary Report

Date: 2018-11-02

Reasons for selecting a different analysis scope, recruitment area or recruitment location:

..

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
04 : Semi-Professionals and Technicians	NOC	Provincial
05 : Supervisors	EEOG	CMA
08 : Skilled Sales and Service Personnel	NOC	Provincial
10 : Clerical Personnel	EEOG	CMA
13 : Other Sales and Service Personnel	EEOG	CMA



Workforce Analysis - Summary Report

Date: 2018-11-02

WFA Defaults - Persons with Disabilities

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



Data from Firs	st/Previous Woi	rkforce Analysis
↓	4	+

Data from Sul	osequent/Curre Analysis	nt Workforce
\	\	1

Data from Fi	rst/Previous Workf	orce Analysis
YYYY	MM	DD
2018	11	02

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

		Table 1: Women				
		First/Previous Workforce Analysis				
Emple	oyment Equity Occupational Group (EEOG)	All Employees	Wor	nen		
rmpr	syment Equity Occupational Group (EEGG)		Representation	Availability*		
		#	#	%		
01	Senior Managers	3	1	27.4		
02	Middle & Other Managers	1	1	38.9		
03	Professionals	0	0	0.0		
04	Semi-Professionals & Technicians	3	0	7.4		
05	Supervisors	8	5	63.9		
06	Supervisors: Crafts & Trades	0	0	0.0		
07	Administrative & Senior Clerical Personnel	0	0	0.0		
08	Skilled Sales & Service Personnel	6	2	28.7		
09	Skilled Crafts & Trades Workers	0	0	0.0		
10	Clerical Personnel	21	14	71.0		
11	Intermediate Sales & Service Personnel	0	0	0.0		
12	Semi-Skilled Manual Workers	0	0	0.0		
13	Other Sales & Service Personnel	446	235	60.8		
14	Other Manual Workers	0	l ol	0.0		
Total	•	488	258	60.3		

Table 5: Women Subsequent/Current Workforce Analysis				
	Representation	Availability*		
#	#	%		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		
0	0	0.0		

* Source	:		
2011 Nat	ional Househ	old Survey	

* Sou	irce:					

Data from Fir	st/Previous Worl	eforce Analysis
1	\	1

Data from Su	ıbsequent/Curre Analysis	ent Workforce
\	1	1

2018	1.1	02
YYYY	MM	DD
Data from Fi	rst/Previous Work	force Analysis

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

		Table 2: Aboriginal Peoples		<u>eoples</u>	
		First/Previous Workforce Analysis			
Emale	symant Equity Occupational Crown (FEOC)	All Employees	Aborigina	Aboriginal Peoples	
cmbi	oyment Equity Occupational Group (EEOG)		Representation	Availability*	
		#	#	%	
01	Senior Managers	3	0	2.9	
02	Middle & Other Managers	1	0	2.2	
03	Professionals	0	0	0.0	
04	Semi-Professionals & Technicians	3	0	1.6	
05	Supervisors	8	2	7.5	
06	Supervisors: Crafts & Trades	0	0	0.0	
07	Administrative & Senior Clerical Personnel	0	0	0.0	
08	Skilled Sales & Service Personnel	6	1	1.0	
09	Skilled Crafts & Trades Workers	0	0	0.0	
10	Clerical Personnel	21	4	7.2	
11	Intermediate Sales & Service Personnel	0	0	0.0	
12	Semi-Skilled Manual Workers	0	0	0.0	
13	Other Sales & Service Personnel	446	40	8.5	
14	Other Manual Workers	0	0	0.0	
Total	-	488	47	8.2	

Table 6: Aboriginal Peoples Subsequent/Current Workforce Analysis		
	Representation	Availability*
#	#	%
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	o	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0

* Source:	
0	

Data from Firs	t/Previous Wor	kforce Analysis
1	1	<u> </u>

Data from Su	bsequent/Curro Analysis	ent Workforce
\	1	1

Data from Fi	rst/Previous Work	orce Analysis
YYYY	MM	DD
2018	11	02

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

		Table 3: Me	embers of Visible	e Minorities
		First/Previous Workforce Analysis		
E L LE LO LI LG (EROC)		All Employees	Members of Visible Minorities	
cmbi	oyment Equity Occupational Group (EEOG)		Representation	Availability*
		#	#	%
01	Senior Managers	3	1	10.1
02	Middle & Other Managers	1	1	15.0
03	Professionals	0	0	0.0
04	Semi-Professionals & Technicians	3	1	29.3
05	Supervisors	8	1	1.1
06	Supervisors: Crafts & Trades	0	0	0.0
07	Administrative & Senior Clerical Personnel	0	0	0.0
08	Skilled Sales & Service Personnel	6	0	20.8
09	Skilled Crafts & Trades Workers	0	0	0.0
10	Clerical Personnel	21	5	1.8
11	Intermediate Sales & Service Personnel	0	0	0.0
12	Semi-Skilled Manual Workers	0	0	0.0
13	Other Sales & Service Personnel	446	18	3.9
14	Other Manual Workers	0	0	0.0
Total		488	27	4.2

Table 7: Members of Visible Minorities Subsequent/Current Workforce Analysis			
All Employees	All Employees Members of Visible Minorities		
	Representation	Availability*	
#	#	%	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	
0	0	0.0	

* Source:		
0		

Data from Fir	st/Previous Worl	kforce Analysis
1	1	1

Data from Su	bsequent/Curro Analysis	ent Workforce
1	1	1

2018	11	02
YYYY	MM	DD
Data from Fi	rst/Previous Work	orce Analysis

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

		Table 4:	Persons with Dis	sabilities
		First/Pr	evious Workforce A	C nalysis
Familia	yment Equity Occupational Group (EEOG)	All Employees	Persons with	Disabilities
cmbio	yment Equity Occupational Group (EEOG)		Representation	Availability*
		#	#	%
01/02	Managers	4	0	4.3
03	Professionals	0	0	0.0
04	Semi-Professionals & Technicians	3	0	4.3
05	Supervisors	8	0	13.9
06	Supervisors: Crafts & Trades	0	0	0.0
07	Administrative & Senior Clerical Personnel	0	0	0.0
08	Skilled Sales & Service Personnel	6	0	3.5
09	Skilled Crafts & Trades Workers	0	0	0.0
10	Clerical Personnel	21	0	7.0
11	Intermediate Sales & Service Personnel	0	0	0.0
12	Semi-Skilled Manual Workers	0	0	0.0
13	Other Sales & Service Personnel	446	0	6.3
14	Other Manual Workers	0	0	0.0
Total		488	0	6.4

Table 8:	Persons with Dis	abilities
Subsequen	t/Current Workford	e Analysis
All Employees	Persons with	Disabilities
	Representation	Availability*
#	#	%
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0
0	0	0.0

* Source:	:			
2012 Can	adian Survey	on Disability	/	

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Part 2: Flow Data Analysis

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Start	Date of Flow	Data
YYYY	MM	DD

	End	Date of	Flow	Data
YY	YY	M	VI	DD

Data from Form 4 - Employees Hired

1	1	1	1
	1.01	noteu	
	Pron	noted	
Data	HOM LOU	n 5 - Empl	uyees
Data	from Com	~ E Emnl	031000

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

Full-time / National		Part-time / National	
All Employees Promoted	Women Promoted	1	Women Promoted
#	#	#	#
0	0	0	0
0	0	0	0
0	0	o	0
0	0	o	0
o	0	0	0
o	0	0	0
0	0	0	0
o	0	o	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	o	0
0	0	0	0

Table 9: Women					
Full-time / National		Part-time / National			
All Employees Terminated	Women Terminated	All Employees Terminated	Women Terminated		
#	#	#	#		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		

Part 2: Flow Data Analysis

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Start	Date of Flow	Data
YYYY	MM	DD
0	0	0

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

Data from Form 4 - Employees Hired

$\overline{\downarrow}$

Data from Form 5 - Employees Promoted $\overline{\downarrow}$ $\overline{\downarrow}$

	Term	inated	
Dat	a from For	m 6 - Emj	ployees

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

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

Table 10: Aboriginal Peoples					
Full-time / National		Part-time / National			
All Employees Terminated Aboriginal Peoples Terminated		All Employees Terminated	Aboriginal Peoples Terminated		
#	#	#	#		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		
0	0	0	0		

Part 2: Flow Data Analysis

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

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

	1 ^	
YYYY	MM	DD
End l	Date of Flow	Data

Data from Form 4 - Employees Hired

Data from Form 5 - Employees Promoted $\overline{\downarrow}$ $\overline{\downarrow}$

Data from Form 6 - Employees Terminated	Data from Form 6 - Employees Terminated	 			
	7				
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			1 0 PR 173 1	noton	
			/#* •		
Data from Form 6 - Employees	Data from Form 6 - Employees				
Data from Form 6 - Employees	Data from Form 6 - Employees				
Data from Form 6 - Employees	Data from Form 6 - Employees				,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Data from Pares & Pares or	Data from Form / Frankrise	 		1 A - P III	

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

Table 7: Persons Full-time / National		Part-time		
All Employees Promoted	Persons with Disabilities Promoted	All Employees Promoted	Persons with Disabilities Promoted	
#	#	#	#	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	
0	0	0	0	

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

Part 2: Flow Data Analysis

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

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

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

ı	1	ı	1
		noted	•
Data	from For	m 5 - Emplo	yees

Table 12:	/ National	of Visible Part-time	
Table 13.	V	- C 1/2-21-1-1	Ψ • • • • • • • • • • • • • • • • • • •
	1 (11)	ımateu	
		inated	
Data	from Fori	m 6 - Empl	lovees

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

Full-time	/ National	Part-time	/ National
All Employees Promoted	Members of Visible All Employees Minorities Promoted Promoted		Members of Visible Minorities Promoted
#	#	#	#
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

Full-time		of Visible N Part-time	
All Employees Terminated	Members of Visible Minorities Terminated	All Employees Terminated	Members of Visible Minorities Terminated
#	#	#	#
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

									Data i	or First/P	revious (Foals							
A	С	D	E	F	G	H	I	J	K	L	М	N	0	Р	Q	R	S	T	L L
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis	Data Entry	CxHx3	F+1	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	JxP	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K÷C	(K - M + O) + (C + F)
	↓	J.	Ų	Ţ	Į.	\	Ţ	Ţ	Ų	↓	Ţ	Ţ	Ţ	Į.	Ų.	J	Ţ	Ų	Ţ
									***	Table 1:									
				411.65	nplovees				First/	Previous Sh	iort-term G	oals		117	omen				
				AHER	•								2.8	Goals	omen			1	
	Number	Grev	oth (New Posit	ions)		eplacement of Employees)	lerminated		Number		eplacement of	Hires		tours 1 - To					
Employment Equity Occupational	YYYY-MM-DD	Actual	Proj	ected	Actual	Proje	cted	Anticipated Hires Over 3	YYYY-MM-DD	Terminated	Employees)	Required		- 17777	Present	Present Gap	Projected	Present	Projected Representation in 3
Group (EEOG)				Over 3			Over 3	Years			Over 3	Over 3 Years			Availability		Gap	Representation	Years
	2018-11-02	Annually	Annually	Years	Annually	Annually	Vears		2018-11-02	Annually	Years		2018	2021					
	#	%	%	#	%	%	#	Ħ	#	%	Ħ	#	Ħ	%	%	#	#	%	0/6
01 Senior Managers	3	-100.0%	0.0%	(0.0%	0.0%	0	0	1	0.0%	0	0	0		27.4%	0	- 0	33.3%	33.3%
02 Middle & Other Managers	1	-100.0%	30.0%	ı	0.0%	0.0%	0	1	1	0.0%	0	0	0		38.9%	1	0	100.0%	50.0%
03 Professionals	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!
04 Semi-Professionals & Tech	3	-100.0%	0.0%	(0.0%	0.0%	0	0	0	0.0%	0	0	0		7.4%	0	0	0.0%	0.0%
05 Supervisors	8	-100.0%	8.3%	2	0.0%	5.0%	1	3	5	5.0%	1	2	2	50.0%	63.9%	0	0	62.5%	60.0%
06 Supervisors: Crafts & Trades 07 Administrative & Sr Clerical	0	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!
08 Skilled Sales & Service	0	-100.0%	0.0%		0.0%	0.0% 0.0%	0	0	0	0.0%	0	0	0		0.0% 28.7%	0	U 0	#DIV/0! 33.3%	#DIV/0! 33.3%
09 Skilled Crafts & Trades	0	0.0%	0.0%	(0.0%	0.0%	0	0	2.0	0.0%	0	0	n		20.7% 0.0%	1 0	0	#DIV/0!	#DIV/0!
10 Clerical Personnel	71	-100.0%	3.0%	7	0.0%	3.0%	2	4	1.4	3.0%	1	3	2	50.0%	71.0%		.,	66,7%	65.2%
11 Intermediate Sales & Service	0	0.0%	0.0%		0.0%	0.0%	0	0	0	0.0%	,	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
12 Semi-Skilled Manual	o o	0.0%	0.0%		0.0%	0.0%	0	o o	0	0.0%	ő	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
13 Other Sales & Service	446	-100.0%	3.0%	40		1.0%	13	53	235	1.0%	7	67	27	50.0%	60.8%	-36	-40	52.7%	52.5%
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	#DIV/0!	#DIV/0!

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

0.0%

-100.0%

Total

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

				Table 2: Women
Employment Equity Occupational		Women		
Group (EEOG)	Short-ter	m Goals Long-	erm Goals	Comments
	#	% #	%	
01 Senior Managers	0	0.0		
02 Middle & Other Managers	0	0.0		
03 Professionals	0	0.0		
04 Semi-Professionals & Tech	0	0.0		
05 Supervisors	2	50.0		
06 Supervisors: Crafts & Trades	0	0.0		
07 Administrative & Sr Clerical	0	0.0		
08 Skilled Sales & Service	0	0.0		
09 Skilled Crafts & Trades	0	0.0		
10 Clerical Personnel	2	*****	50.0	
11 Intermediate Sales & Service	0	0.0		
12 Semi-Skilled Manual	0	0.0		
13 Other Sales & Service	27	50.0		
14 Other Manual Workers	0	0.0		
Total	0	0.0	0.0	

52.9%

60.3%

									Data	for First/I	revious (Goals							
A	С	D	E	F	<u>G</u>	Н	I	J	K	L	M	l N	0	i P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis†	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis	Data Entry	CxHx3	F + 1	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	JxP	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)
	Ţ	1	1	1	<u> </u>		<u> </u>	1	<u> </u>	Į.	1	1	Ţ	1	<u> </u>	1	1	Ų.	1
										e 3: Abori Previous Si									
				All Fn	ployees				FIFSU	Previous 51	iori-teriii C	oais		Aborioi	nal Peoples				
						teplacement of	Terminated						3 Yes	ır Goals					
	Number	Grev	oth (New Posit	ions)		Employees)		Anticipated	Number		eplacement of l'Employees)	11005	Fre	m - To					Projected
Employment Equity Occupational Group (EEOG)	YYYY-MM-DD	Actual	Proj	ected	Actual	Proj	ected	Hires Over 3	YYYY-MM-DD	Terminated	i Empayees)	Required Over 3	1111	-1771	Present Availability	Present Gap	Projected Gap	Present Representation	Representation in 3
Consult (LECVO)	2018-11-02	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	Years	2018-11-02	Annually	Over 3 Years	Years	2018	2021					Years
	#	%	9/0	#	%	%	#	H	11	%	#	#	#	%	9/0	#	#	%	%
01 Senior Managers	3	-100.0%	0.0%	-0	0.0%	0.0%	0	(0	0.0%	C	0	()	2.9%	0	0	0.0%	0.0%
02 Middle & Other Managers	1	-100.0%	30.0%	1	0.0%	0.0%	0	1	0	0.0%	0	0	()	2.2%	0	0	0.0%	0.0%
03 Professionals	0	0.0%	0.0%	0	0.0%	0.0%	0	C	0	0.0%	0	0	()	0.0%	0	0	#DIV/0!	#DIV/0!
04 Semi-Professionals & Tech	3	-100.0%	0.0%	0	0.0%	0.0%	0	0		0.0%	0	0	1 ()]	1.6%	0	0	0.0%	0.0%
05 Supervisors	8	-100.0%	8,3% 0,0%	2	0.0%	5.0%		1	1 2	5.0%	1 0	1 -1	1 1	1	7.5%		1	25.0%	20.0%
06 Supervisors: Crafts & Trades 07 Administrative & Sr Clerical	0	0.0%	0.0%	0	0.0%	0.0% 0.0%	0			0.0%			1 ;	()	0.0% 0.0%	1 0	9	#DIV/0! #DIV/0!	#DIV/0! #DIV/0!
08 Skilled Sales & Service	6	-100.0%	0.0%	0	0.0%	0.0%	1 %	,	1	0.0%			1 7	′	1.0%	1 "	'	16.7%	16.7%
09 Skilled Crafts & Trades	0	0.0%	0.0%	0	0.0%	0.0%	1 0		n	0.0%	1 6	, ,	1	Í	0.0%	0	'n	#DIV/0!	#DIV/0!
10 Clerical Personnel	21	-100.0%	3.0%	2	0.0%	3.0%	2	, a	. 4	3.0%	Ĭ		1 7)	7.2%	2	2	19.0%	17.4%
11 Intermediate Sales & Service	0	0.0%	0.0%	0	0.0%	0.0%	0		0	0.0%	0	0	()	0.0%	0	0	#DIV/0!	#DIV/0!
12 Semi-Skilled Manual	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	446	-100.0%	3.0%	40	0.0%	1.0%	13	53	40	1.0%	1	2	:	8.5%	8.5%	2	3	9.0%	9.1%
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!

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

0.0%

1,1%

45

488 -100.0%

3.1%

Total

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

1.1%

				Table 4: Aboriginal Peoples
Employment Equity Occupational		Aboriginal Peoples		
Group (EEOG)	Short-ter	m Goals Long-to	erm Goals	Comments
	#	% #	%	
01 Senior Managers	0	0.0	0.0	
02 Middle & Other Managers	0	0.0	0.0	
03 Professionals	0	0.0	0.0	
04 Semi-Professionals & Tech	0	0.0	0.0	
05 Supervisors	0	0,0	0.0	
06 Supervisors: Crafts & Trades	0	0.0	0.0	
07 Administrative & Sr Clerical	0	0.0	0.0	
08 Skilled Sales & Service	0	0.0	0.0	
09 Skilled Crafts & Trades	0	0,0	0.0	
10 Clerical Personnel	0	0.0	0.0	
11 Intermediate Sales & Service	0	0,0	0.0	
12 Semi-Skilled Manual	0	0.0	0.0	
13 Other Sales & Service	5	8.5	9 8.5	
14 Other Manual Workers	0	0.0	0.0	
Total	0	0.0	0.0	

9.6%

8.4%

8.2%

									2/11/2018										
									Data I	for First/I	Previous (Goals							
A	С	D	i e i	F	G	н	1	J	K	L	j M	l N	О	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis†	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	CxHx3	F + I	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)
\$4440000000000000000000000000000000000	Ţ	Ţ	i i	J	Į	, J	1	i l	<u> </u>	i l	Ţ	į.	Į	Į	J	Ţ	į.	·	<u> </u>
								bilities											
									First	Previous SI	hort-term C	ioals							
				All En	ployees										ith Disabilitie	S			
	Number	Gree	wth (New Positi	ions)		eplacement of	Terminated		Number	Turnover (R	eplacement of	Hires		r Goals					
Employment Equity Occupational	YYYY-MM-DD		Proje			Employees) Proje		Anticipated Hires Over 3	YYYY-MM-DD		i Employees)	Required		n - To	Present	Present Gap	Projected	Present	Projected Representation in 3
Group (EEOG)	1111-444-00	Actual	rruje		Actual	rroje	Over 3	Years	***************************************		Over 3	Over 3 Years	1111	-1111	Availability	riesem Gap	Gap	Representation	Years
	2018-11-02	Annually	Annually	Over 3 Years	Annually	Annually	Years		2018-11-02	Annually	Years	1 6413	2018	2021					
	Ħ	9/6	9/6	Ħ	%	%	#	H	#	%	H	Ħ	#	9/6	%	#	H	%	%
01/02 Managers	4	-100.0%	30.0%	4	0.0%	0.0%	0	4	(0.0%	0	0	(1	4.3%	0	0	0.0%	0.0%
03 Professionals	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%		0	0		0.0%	0	0	#DIV/0!	#DIV/0!
04 Semi-Professionals & Tech	3	-100.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0		4.3%	0	0	0.0%	0.0%
05 Supervisors	8	-100.0%	8.3%	2	0.0%	5.0%	1	3	0	5.0%	0	1	0	13.9%	13.9%	-1	-1	0.0%	0.0%
06 Supervisors: Crafts & Trades	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	. 0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!
07 Administrative & Sr Clerical	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!
08 Skilled Sales & Service	6	-100.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	()	3.5%	. 0	0	0.0%	0.0%
09 Skilled Crafts & Trades	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0)	0.0%	0	0	#DIV/0!	#DIV/0!
10 Clerical Personnel	21	-100.0%	3.0%	2	0.0%	3.0%	2	4	0	3.0%	0	2	0	7.0%	7.0%	-1	-2	0.0%	0.0%
11 Intermediate Sales & Service	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0		0.0%	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		0.0%	0	0	#DIV/0!	#DIV/0!
13 Other Sales & Service	446	-100,0%	3.0%	40	0.0%	1.0%	13	53	0	1.0%	0	31	3	6.3%	6.3%	-28	-28	0.0%	0.6%
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!
Total	488	-100.0%	3.1%	45	0.0%	1.1%	16	61	(1.1%	(34	(6.4%	-31	-34	0.0%	0.0%

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

* Workforce Analysis) ÷ 2) x 100	0.			
				Table 6: Persons with Disabilities
Employment Equity Occupational	P	ersons with Disabiliti	es	
Group (EEOG)	Short-ter	m Goals Long-	term Goals	Comments
	#	% #	%	
01/02 Managers	0	0.0	0.0	
03 Professionals	0	0.0	0.0	
04 Semi-Professionals & Tech	0	0.0	0.0	
05 Supervisors	0	13.9	4 13.9	
06 Supervisors: Crafts & Trades	0	0.0	0.0	
07 Administrative & Sr Clerical	0	0.0	0.0	
08 Skilled Sales & Service	0	0.0	0.0	
09 Skilled Crafts & Trades	0	0.0	0.0	
10 Clerical Personnel	0	7.0	7 7.0	
11 Intermediate Sales & Service	0	0.0	0.0	
12 Semi-Skilled Manual	0	0.0	0.0	
13 Other Sales & Service	3	6.3	6 6.3	
14 Other Manual Workers	0	0.0	0.0	
Total	0	0.0	0.0	

Data Survey From From Workforce Data Entry Cx E x Analysis Analysis Cx E x										Data	for First/F	Previous (Goals							
Data sources Prom Workforce Morkforce Morkfo	AB	С	D	<u>I</u>	F	<u> </u>	н	<u> </u>		K	<u>I</u>	<u>M</u>	l N	О	P	Q	R	<u> </u>	T	L
Table 7: Members of Visible Minorities FirstPrevious Short-term Goals Members of Visible Minorities FirstPrevious Short-term Goals Members of Visible Minorities Members of Visibl	Data sources:	Workforce	Workforce	Data Entry	CxEx3	Data Analysis & Workforce	Data Entry	CxHx3	F + 1	Workforce	Equivalent to H	KxLx3	(F x Q) - R + M	JxP	Data Entry	Workforce	Workforce	O) - ((C +	K÷C	1 1
Number Supervision Super	***************************************	Ţ	J	J	J	Ţ	Ţ	J	Ţ	Į	Į	Ţ	Ţ	······································	Ţ	J	Ţ	J	Į į	Ţ
Employment Equity Occupational Group (EE/GG) Number Carowin, New Positions Turnover (Replacement of Terminated Employees) Tur														\$						
Number Growth (New Positions) Furniver (Replacement of Terminated Employees) F										First	Previous SI	iort-term G	ioals							
Number Court Cou					All En								1			isible Minori	ties			
Present Equity Occupational Front February Present Equity Occupations Projected (Front Projected (Number	Gre	wth (New Posit	ions)	Turnover (R		Terminated		Number	Turnover (R	eplacement of	Hires							
Composition	Employment Equity Occupational										Terminated	Employees)					Danis and Can	Projected	Present	
2018-11-02 Annually Vears Annually Vears Annually Vears 2018 1-02 Annually Vears 2018 2021	Group (EEOG)	1111-444-00	Actual	rroj		Actual	110			***************************************	-	T	3	1111	- 1111 	Availability	гизен бар	Gap	Representation	
O1 Senior Managers 3 -100.0% 0.0%		2018-11-02	Annually	Annually		Annually	Annually			2018-11-02	Annually		1 cars	2018	2021					
02 Middle & Other Managers 1 -100.0% 30.0% 1 0.0%		#	%	9/0	#	%	%	#	#	#	9/6	н	#	#	9/6	%	#	H	%	0/6
03 Professionals 0 0.0% 0.0	01 Senior Managers	3	-100.0%	0.0%	(0.0%	0.0%	0	() 1	0.0%	0	-1	0		10.1%	1	1	33.3%	33.3%
04 Semi-Professionals & Tech 3 -100.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0	1 1	1	I		1	1		0	1	1	1	0	-1	0			1	1	1	1
05 Supervisors 8 -100.0% 8.3% 2 0.0% 5.0% 1 3 1 5.0% 0 -1 0 1.1% 1 1 12.5% 10.0% 10.		0	1		(1		0	() (0	0	0			0	0		- 1
06 Supervisors: Crafts & Trades 0 0.0% 0.		3	1		(1		0	() 1	E .	0	0	0			0	0	1	1
07 Administrative & Sr Clerical 0 0.0% 0.		8			2	1		1	2			0	-1	0			1	1		1
08 Skilled Sales & Service 6 -100.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0	1 1	0	1		(1		0				0	0	0			0	0	1	1
09 Skilled Crafts & Trades 0 0.0%		0	I .			1		U	9			0	0	0			0	0	1	3
10 Clerical Personnel 21 -100.0% 3.0% 2 0.0% 3.0% 2 4 5 3.0% 0 -5 0 1.8% 5 5 23.8% 21.7% 11 Intermediate Sales & Service 0 0.0% 0.0% 0.0% 0.0% 0.0% 0 0.0% 0 0 0.0% 0 0 0.0% 0 0 0.0% 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 0 0.0% 0 0 0.0% 0 0 13 Other Sales & Service 446 -100.0% 3.0% 40 0.0% 1.0% 13 53 18 1.0% 1 2 0 3.9% 1 -2 4.0% 3.5%		6	I .			1		0	9			1 0		0	20.8%			-1		1
11 Intermediate Sales & Service 0 0.0% 0.		0	1			1		0				1 0	0	0			0	0	1	1
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% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0% 0 0.0%		21	1			1		2				1 0	-5	0			,	3		1
13 Other Sales & Service 446 -100.0% 3.0% 40 0.0% 1.0% 13 53 18 1.0% 1 2 0 3.9% 1 -2 4.0% 3.5%		U	1			1		0				0	0	0			0	0		1
		11.0	1			1		1 12		1 16		0	1 2	9			. ,	9		
	14 Other Manual Workers	440	0.0%	0.0%	41.	0.0%	0.0%	1 13	23	16	0.0%	1		0		0.0%	1 0	-2	#DIV/0!	#DIV/0!

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

0.0%

1.1%

45

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.

1.1%

488 -100.0%

3.1%

Total

workforce Analysis) - 2) x 10	01			
				Table 8: Members of Visible Minorities
	Men	obers of Visible Minor	ities	
Employment Equity Occupational	Short-ter	m Goals Long-to	erm Goals	Comments
Group (EEOG)	#	% #	%	
01 Senior Managers	0	0.0		
02 Middle & Other Managers	0	0.0		
03 Professionals	0	0.0		
04 Semi-Professionals & Tech	0	0.0		
05 Supervisors	0	0.0		
06 Supervisors: Crafts & Trades	0	0.0		
07 Administrative & Sr Clerical	0	0.0		
08 Skilled Sales & Service	0	20.8 2	1 20.8	
09 Skilled Crafts & Trades	0	0.0		
10 Clerical Personnel	0	0.0		
11 Intermediate Sales & Service	0	0.0		
12 Semi-Skilled Manual	0	0.0		
13 Other Sales & Service	0	0.0		
14 Other Manual Workers	0	0.0		
Total	0	0.0		

4.9%

5.5%

4.2%

									Data for	Subseque	nt/Curre	nt Goals							
A B	С	D	E	T F	i G	Н	1	J	K	T L	M	l N	T 0	P	0	R	l 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	CxHx3	F + I	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	Јх Р	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)
***************************************	<u> </u>	J	Ų	J	Į.	V	J	Ţ	Į.	Į	Ţ	Ţ	Ţ	J	Į.	Ţ	J	Ų	Ţ
										Table 9:									
									Subsequ	ent/Current	t Short-teri	n Goals							
		1		All Er	nployees								1		omen				
	Number	Grev	oth (New Posi	tions)	Turnover (I	teplacement of Employees)	[Terminated]		Number	Turnover (R	eplacement of	Hires	 	r Goals					
Employment Equity Occupational								Anticipated Hires Over 3	YYYY-MM-DD	Terminated	(Employees)	Required		n - To	Present	Present Gap	Projected	Present	Projected Representation in 3
Group (EEOG)	VVVV-MM-DD	Actual	Pro	jected	Actual	Pro	ected T	Years	************			Over 3		-1111	Availability	rresem Gap	Gap	Representation	Years
		Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years		-	Annually	Over 3 Years	Years	0	3					
	#	%	%	#	%	%	#	#	Ħ	%	#	#	#	%	%	#	#	9/6	%
01 Senior Managers	(-100.0%		(0.0%		0	() (0.0%	0	0	()	0.0%	0	0	#DIV/0!	#DIV/0!
02 Middle & Other Managers	(-100.0%		(0.0%		0	() (0.0%	0	0	()	0.0%	0	0	#DIV/0!	#DIV/0!
03 Professionals	(0.0%		(0.0%		0	() (0.0%	0	0	()	0.0%	0	0	#DIV/0!	#DIV/0!
04 Semi-Professionals & Tech	(-100.0%		(0.0%		0	() (0.0%	0	0	()	0.0%	0	0	#DIV/0!	#DIV/0!
05 Supervisors	(-100.0%		(0.0%		0	() 6	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	#DIV/0!	#DIV/0!
07 Administrative & Sr Clerical	0	0.0%		(0.0%		0) (0.0%	0	0	()	0.0%	. 0	0	#DIV/0!	#DIV/0!
08 Skilled Sales & Service	(-100.0%		(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	#DIV/0!	#DIV/0!
10 Clerical Personnel	(-100.0%		(0.0%		0	() (0.0%	0	0	(0.0%	0	0	#DIV/0!	#DIV/0!
11 Intermediate Sales & Service	(0.0%		(0.0%		0	() (0.0%	0	0	(0.0%	0	0	#DIV/0!	#DIV/0!
12 Semi-Skilled Manual		0.0%		(0.0%		0) (0.0%	0	0	(0.0%	0	0	#DIV/0!	#DIV/0!
13 Other Sales & Service		-100.0%		(0.0%		0	() (0.0%	0	0	(0.0%	0	0	#DIV/0!	#DIV/0!
14 Other Manual Workers	1 0	0.0%		[(0.0%		0	() (0.0%	0	0	()	0.0%	0	0	#DIV/0!	#DIV/0!

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

0.0%

-100.0%

Total

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

Worklorex Analysis) - 27 x 10	**			Table 10: Women
		***		Table 10; Wollen
Employment Equity Occupational	69	Women		
Group (EEOG)	Short-ter		rm Goals	Comments
		9/6	%	
01 Senior Managers		0.0	0.0	
02 Middle & Other Managers		0.0	0.0	
03 Professionals		0.0	0.0	
04 Semi-Professionals & Tech		0.0	0.0	
05 Supervisors		0.0	0.0	
06 Supervisors: Crafts & Trades		0.0	0.0	
07 Administrative & Sr Clerical		0.0	0.0	
08 Skilled Sales & Service		0.0	0.0	
09 Skilled Crafts & Trades		0,0	0.0	
10 Clerical Personnel		0.0	0.0	
11 Intermediate Sales & Service		0.0	0.0	
12 Semi-Skilled Manual		0.0	0.0	
13 Other Sales & Service		0.0	0.0	
14 Other Manual Workers		0.0	0.0	
Total		0.0	0.0	

#DIV/0!

#DIV/0!

0.0%

									Data for	Subseque	nt/Curre	nt Goals							
A B	C	D	E E	i r	i G	Т н	* *	` T	K	· ·	l M	i N	0	i b		R	1 s	T	T. I.
A		1] E					<u> </u>				* 	<u> </u>		X	F			
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	СхНхЗ	$\mathbf{F} + \mathbf{I}$	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	ЈхР	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K÷C	(K - M + O) + (C + F)
	<u> </u>	1	1	<u> </u>	↓ ·	1	<u> </u>	Ţ	Ų.	Ţ	↓	Ţ	Į.	Į.	<u> </u>	1	1	Į	Ţ
										11: Abor									
				6 H F	iplovees				Subsequ	ent/Curren	f Short-teri	n Goals			nal Peoples				
				AHER	•			1					1 20	ADOFIGI ar Goals	nai reopies			I	
	Number	Grev	oth (New Posi	tions)	Turnover (I	Ceplacement o Employees)			Number	Turnover (R	eplacement of	Hires		ar Goais m - To					
Employment Equity Occupational	YYYY-MM-00	Actual	Berr	jected	Actual		jected	Anticipated Hires Over 3	YYYY-MM-DD		i Employees)	Required		- 1111	Present	Present Gap	Projected	Present	Projected Representation in 3
Group (EEOG)	, , , , , , , , , , , , , , , , , , , ,	Actual	***	1	ACIONI	1	Over 3	Years			Over 3	Over 3 Years		T	Availability		Gap	Representation	Years
		Annually	Annually	Over 3 Years	Annually	Annually	Vears		-	Annually	Years	14413	0	3					
	#	%	%	#	%	%	#	H	#	%	#	#	#	%	%	#	#	%	%
01 Senior Managers	0	-100.0%		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%	6	0) () (0.0%	0	0		0	0.0%	0	0	#DIV/0!	#DIV/0!
03 Professionals	0	0.0%		0	0.0%		0) (0.0%	0	0	1 '	O .	0.0%	0	0	#DIV/0!	#DIV/0!
04 Semi-Professionals & Tech	0	-100.0%		0	0.0%		0	(0.0%	0	0	1	P	0.0%	0	0	#DIV/0!	#DIV/0!
05 Supervisors	0	-100.0%		0	0.0%	0	0			0.0%	0	0	1	D	0.0%	0	0	#DIV/0!	#DIV/0!
06 Supervisors: Crafts & Trades	0	0.0%		0	0.0%	0		9	"]	0.0%	0		'	0	0.0%	0	0	#DIV/0!	#DIV/0!
07 Administrative & Sr Clerical	0	0.0%		0	0.0%	0] 5	0.0%			1	0	0.0%	0	0	#DIV/0!	#DIV/0!
08 Skilled Sales & Service	0	-100.0%		0	0.0%	6			1 5	0.0%			1	0	0.0%	U		#DIV/0!	#DIV/0!
09 Skilled Crafts & Trades 10 Clerical Personnel	0	0.0% -100.0%		0	0.0%	6			1 :	0.0%	1 5			O .	0.0% 0.0%	0	0	#DIV/0! #DIV/0!	#DIV/0! #DIV/0!
10 Clerical Personnel 11 Intermediate Sales & Service	0	0.0%		0	0.0%	E	1 ,		1 2	0.0%		1 %			0.0%	0	0	#DIV/0:	#DIV/0!
11 Intermediate Sales & Service 12 Semi-Skilled Manual	0	0.0%		J ,	0.0%	0	1 7		1 :	0.0%	1 0	1 %		n .	0.0%	1 %	0	#DIV/0!	#DIV/0!
13 Other Sales & Service	"	-100.0%		1 0	0.0%	9	1 6		1 7	0.0%		1 0		0	0.0%	1 %	0	#DIV/0!	#DIV/0!
14 Other Manual Workers	0	0.0%		0	0.0%					0.0%] 6			0	0.0%	0	0	#DIV/0!	#DIV/0!

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

0.0%

0 -100.0%

Total

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

0.0%

				Table 12: Aboriginal Peoples
Employment Equity Occupational		Aboriginal Peoples		
Group (EEOG)	Short-teri	n Goals Long-te	rm Goals	Comments
		9/4	%	
01 Senior Managers		0.0	0.0	
02 Middle & Other Managers		0.0	0.0	
03 Professionals		0.0	0.0	
04 Semi-Professionals & Tech		0.0	0.0	
05 Supervisors		0.0	0.0	
06 Supervisors: Crafts & Trades		0.0	0.0	
07 Administrative & Sr Clerical		0.0	0.0	
08 Skilled Sales & Service		0,0	0.0	
09 Skilled Crafts & Trades		0,0	0,0	
10 Clerical Personnel		0.0	0.0	
11 Intermediate Sales & Service		0,0	0.0	
12 Semi-Skilled Manual		0.0	0.0	
13 Other Sales & Service		0.0	0.0	
14 Other Manual Workers		0.0	0.0	
Total		0.0	0.0	

#DIV/0!

0.0%

Data for Subsequent/Current Goals

A	С	Ð	<u>E</u>	F	G	H	I	J	K	<u>L</u>	<u>M</u>	<u> </u>	0	P	Q	<u>R</u>	<u> </u>	T	U			
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	CxHx3	F + I	From Workforce Analysis	Equivalent to H	KxLx3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)			
Nate (1997)	Ţ	Ţ	Ų	Ų	Ţ	Ţ	Ţ	Į.	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	Ţ	J	Ţ	Ļ	Ţ			
								abilities														
	Subsequent/Current Short-term Goals																					
				All Em	ployees				Persons with Disabilities													
	Number	Gros	oth (New Posit	tones	Turnover (Re		Terminated		Number	me on			3 Yea	r Goals								
Employment Equity Occupational Group (EEOG)	Tumber	Grown (see Fusicions)			Employees)			Anticipated	· · · · · · · · · · · · · · · · · · ·	Turnover (Replacement of Terminated Employees)		Hires Required	From	From - To				Present	Projected			
	YYYY-MM-DD Actual Projected		ected	Actual Projected			Hires Over 3			• •		2222	- 1777	Present Availability	Present Gap	Projected Gap	Representation	Representation in 3				
Cross Control	***	Annually	Annually	Over 3	Annually	Annually	Over 3	Years	_	Annually	Over 3	Years		3			•		Years			
		Annuany		Years		Annuany	Vears			3111111111	Years		l "	3								
	#	%	%	#	%	%	#	#	#	9/6	#	#	#	%	%	#	#	9/6	6/a			
01/02 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	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	#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	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	#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	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	#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	#DIV/0!	#DIV/0!			
Total	0	-100.0%	<u> </u>	0	0.0%		0	0	(0.0%	0	0	0	1	0.0%	0	0	#DIV/0!	#DIV/0!			

- † Calculated by using the following formula: ((Current number of employees from Workforce Analysis + Previous number of employees from Workforce Analysis)¹³ 1) x 100.
- talculated by using the following formula: (Terminated full-time employees from Flow Data Analysis) + ((Total number of employees from Previous Workforce Analysis + Total number of employees from Current Workforce Analysis) + 2) x 100.

	workforce Analysis) = 2) x 10	w.			
					Table 14: Persons with Disabilities
	and the second second	Persons with	Disabilities		
Employment Equity Occupational Group (EEOG)		Short-term Goals	Long-ter	m Goals	Comments
Grou	p (EEOG)	9/4		%	
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	

									Data for	Subseque	nt/Curre	nt Goals									
A B	С	D	E	F	i G	Н	1 I	J	K	L	l M	l N	0	T P	0	R	S	T	u l		
Data sources:	From Workforce Analysis	From	Data Entry	CxEx3	From Flow Data Analysis & Workforce Analysis	Data Entry	CxHx3	F + 1		Equivalent to H		(F x Q) - R + M		Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M +	K÷C	(K - M + O) + (C + F)		
***************************************	Ţ	Ţ	J	J	Ţ	J	J	J	i l	i l	Ţ	Į.	Į	i.	J	Ţ	i l	i			
									Fable 15: N				S								
									Subsequ	ent/Current	t Short-teri	n Goals									
				All En	mployees				Members of Visible Minorities												
	Number	Gree	vth (New Posit	ions)	Turnover (R	eplacement of Employees)	f Terminated		Number	Turnover (R	eplacement of	acement of Hires		3 Year Goals From - To							
Employment Equity Occupational								Anticipated Hires Over 3		Terminated	Employees)	Required			Present	Present Gap	Projected	Present	Projected Representation in 3		
Group (EEOG)	VVVV-MM-DD	Actual	Proj	ected	 			Years	VVVV-MM-DD		1	Over 3	1111	-1111	Availability	rresent Gap	Gap	Representation	Years		
		Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years		-	Annually	Over 3 Years	Years	0	3							
	#	%	9/0	#	%	%	#	Ħ	tt.	%	Ħ	#	#	%	%	H	H	%	%		
01 Senior Managers	0	-100.0%		(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	#DIV/0!	#DIV/0!		
03 Professionals	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	#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	#DIV/0!	#DIV/0!		
07 Administrative & Sr Clerical	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	#DIV/0!	#DIV/0!		
09 Skilled Crafts & Trades	0	0.0%		0	0.0%		0	() (0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!		
10 Clerical Personnel	0	~100.0%		0	0.0%		0	0) (0.0%	0	0	0		0.0%	0	0	#DIV/0!	#DIV/0!		
11 Intermediate Sales & Service	0	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	#DIV/0!	#DIV/0!		
13 Other Sales & Service	0	-100.0%		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	#DIV/0!	#DIV/0!		

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

0.0%

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

0.0%

Workforce Analysis) = 2) x 100.

0 -100.0%

Total

	Workforce Analysis) - 2) x 100														
						Table 16: Members of Visible Minorities									
E	loyment Equity Occupational		pers of Visil	ble Minoriti	es										
Group (EEOG)		Short-tern	i Goals	Long-ter	m Goals	Comments									
	p (E.E.OCI)		%		%										
01	Senior Managers		0.0		0.0										
02	Middle & Other Managers		0.0		0.0										
03	Professionals		0.0		0.0										
04	Semi-Professionals & Tech		0.0		0.0										
05	Supervisors		0.0		0.0										
06	Supervisors: Crafts & Trades		0.0		0.0										
07	Administrative & Sr Clerical		0.0		0.0										
08	Skilled Sales & Service		0.0		0.0										
09	Skilled Crafts & Trades		0.0		0.0										
10	Clerical Personnel		0.0		0.0										
11	Intermediate Sales & Service		0.0		0,0										
12	Semi-Skilled Manual		0.0		0.0										
13	Other Sales & Service		0.0		0.0										
14	Other Manual Workers		0.0		0.0										
Total			0.0		0.0										

#DIV/0!

#DIV/0!

0.0%

Federal Contractors Program Achievement Report Part 4: Results - Women Reliable Window Cleaners (Sudbury) Ltd. 2/11/2018 В \mathbf{C} D E F G H K L M N 0 P 0 R S T U V W X Y Part 1: Part 1: Part 2: Flow Part 2: Flow Part 2: Flow Part 2: Flow Part 2; Flow Part 2; Flow $E \div D$ DxG E + H $V \circ U \, x$ E - H U x F = 100 Workforce Workforce Workforce Data K x G = 100 L - N Data O + P x 100 P x F + 100 Q - S Data V - X Data sources: x 100 x 100 +100 $\times 100$ Data Analysis Data Analysis Data Analysis 100 Analysis Analysis Analysis Analysis Analysis Analysis T Ţ T J T 1 Flow Data Analysis Workforce Analysis Employment Equity Workforce Hires Promotions **Terminations** Vear Occupational Group Women Women Women Women All Employees All Employed All Employee dl Employees (EEOG) Representation Availability EE Result Actual Actual Actual Gap Expected Difference Expected Difference Expected Difference % % % % 2018 33.3 27.4 121. 01 Senior Managers 0 0.0 0.0 0.0 0.0 0.0 0 0.0 0 0 0 Middle & Other 2018 100.0 38.9 257.1 02 Managers 0 0.0 0.0 0.0 0ĺ 0.0 0 0.0 0.0 2018 0 0.0 0.0 0.0 03 Professionals 0 0.0 0.0 0.0 0.0 0 0.0 0.0 0 0 7.4 0.0 2018 0.0 Semi-Professionals & Technicians 0.0 0.0 0.0 0 0.0 0.0 0.0 2018 62.5 63.9 97.8 05 Supervisors () 0 0.0 0.0 0.0 0 0.0 0 0.0 0.0 0 2018 0 0.0 0.0 0.0 Supervisors: Crafts & Trades 0.0 0.0 0.0 0 0.0 0.0 0 0.0 Part 2: Flow Part 2: Flow Part 3: $E \oplus G | x$ Part 3: Part 3: E + D x 100 Part 3: Goals E + K.x.100 + M x 100 Data sources: Data Data Analysis 100 Goals Analysis T 1 Ţ T 1 1 1 **New Entrants** Goals Flow Data Short-term Goals Long-term Goals **Employment Equity** Year Women Women Women Occupational Group Comments All Employees (EEOG) Percent of Percent of Percent of Percent of Actual Goal Goal Met Goal Met Goal Met Goal Met % % % % # % % % 0 0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 01 Senior Managers 0 0.0 0.0 0.0 0.0 0.0 Middle & Other 0 0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 02 Managers 0.0 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 0.0 0.0 0.0 0.0 0.0 0 0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 Semi-Professionals & Technicians 0 0.0 0.0 0.0 0.0 0.0 0 0.0 50.0 0.0 0.0 0.0 0 0.0 0.0 05 Supervisors 3 0 0.0 0.0 0.0 0.0 0.0 Supervisors: Crafts & 0 0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 Trades 0.0 0.0 0.0 0.0 0.0

									art 4: I	Results	- Wome	n										
							R	Reliable V	Vindow	Clean	ers (Sud	bury) L	td.									
									2	/11/20	18											
C	D	E	F	G	H	I	J	K	L	М	N	0	P	Q	R	S	T	U	l V	W	X	Y
Part 1: Part 1: Workforce Workforce Analysis Analysis								Part 2; Flow Data Analysis	2: Flow Data L+K KxG+100 L-N Part 2: Flow Data Q+Px100 PxF+100 Q-S Part 2: Flow Data Applysis Data Q+Px100 PxF+100 Q-S Data Applysis Data Data Data Data Data Data Data								Part 2: Flow					
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		W	ce Ana	lysis							Flow Data Analysis											
										Hires				Pr					Te			
	All Employees	ion I			C	ET Donate	All Employees	s			Difference of	All Employee			Difference	All Employees	Aer			Difference		
	ı,			%	my #	Gap #	r.e. Resuit	ä	y Act	war %	Expected	#	u	#	%	Expected #	##	#	4	9/4	1.xpecten	##
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2018	21	14 0	66.7 0.0	71.0	15	-1 0	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	0.0	0.0	0	0	0.0	0	0	0.0	0	0	1 0	0	0.0	V	U	0	U	0.0		0
0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	O	0	0	0.0	()	0
\$\$\$175.5 Truck eer (47 elderologis \$\$75507	Part 2: Flow Data Analysis				E ÷ G x	Part 3: Goals	F + I x 100	Part 3: Goals	E + K x 100	Part 3: Goals	F + M x 100	Philipsoparraconduction (1816)										
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	New	Entrants					G	oals														
	FI			S																		
	All Employees	Women		1.		en	D			ien						C	Commen	ts				
	, i	Actual				Goal	Goal Met	Goal	Goal Met	Goal	Goal Met											
#	#			#	%	%	%	#	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												
1 1/2		0	0.0			0.0	0.0			0.0	0.0											
3	0	<u>~</u>			0.0	0.0	0.0	0	0.0	0,0	0.0											
3	0	0	0,0	0	0.0																	
3 0 3	0	0	0.0	0		0.0	0.0	50	0.0	50.0	<u> </u>											
3	0 0 0 0	0	k asa	2	0.0	0.0 50.0 0.0	0.0 0.0 0.0	50	0.0	0.0 50.0 0.0	<u> </u>											
3 0 3 0	0	0 0	0.0	2		50.0	0.0	50 0	0.0	50.0	0.0 0.0											
3 0 3 0 3	0 0 0 0	0	0.0 0.0 0.0	0 2 0 0	0.0	50.0 0.0	0.0 0.0	50 0		50.0 0.0	0.0 0.0 0.0 0.0											
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Federal Contractors Program Achievement Report Part 5: Results - Aboriginal Peoples Reliable Window Cleaners (Sudbury) Ltd. 2/11/2018 B \mathbf{C} D E F G H K L M N 0 P 0 R S T U V W X Y Part 1: Part 1: Part 1: Part 2: Flow Part 2: Flow Part 2: Flow Part 2; Flow Part 2: Flow Part 2; Flow E + DDxG E + H $V \circ U_{2}$ E - H U x F = 100 Workforce Workforce Workforce Data K x G = 100 L-N Data O + P x 100 P x F + 100 Q - S Data V - XData sources: x 100 x 100 + 100 $\times 100$ Data Analysis Data Analysis Data Analysis 100 Analysis Analysis Analysis Analysis Analysis Analysis T T J 1 1 Flow Data Analysis Workforce Analysis Employment Equity Workforce Hires **Promotions Terminations** Vear Occupational Group **Aboriginal Peoples** Aboriginal Peoples Aboriginal Peoples **Aboriginal Peoples** All Employee All Employed All Employee dl Employees (EEOG) Representation Availability EE Result Actual Actual Actual Gap Expected Difference Expected Difference Expected Difference % % % % 2018 0 0.0 2.9 0.0 01 Senior Managers 0 0.0 0.0 0.0 0.0 0 0.0 0 0.0 0 0 Middle & Other 2018 0 0.0 2.2 0.0 02 Managers 0 0.0 0.0 0.0 0ĺ 0.0 0 0.0 0.0 2018 0 0.0 0.0 0.0 03 Professionals 0 0.0 0.0 0.0 0.0 0 0.0 0.0 0 0 0.0 2018 0.0 1.6 Semi-Professionals & Technicians 0.0 0.0 0.0 0 0.0 0 0.0 0.0 2018 25.0 7.5 333.3 05 Supervisors 0 0 0.0 0.0 0.0 0 0.0 0 0.0 0.0 0 2018 0 0.0 0.0 0.0 Supervisors: Crafts & Trades 0.0 0.0 0.0 0 0.0 0.0 0 0.0 Part 2: Flow Part 2: Flow Part 3: $E \oplus G | x$ Part 3: Part 3: E + D x 100 Part 3: Goals E + K x 100 + M x 100 Data sources: Data Data Analysis 100 Goals Analysis T T Ţ T 1 1 T **New Entrants** Goals Flow Data **Short-term Goals** Long-term Goals **Employment Equity** Year **Aboriginal Peoples** Aboriginal Peoples Aboriginal Peoples Occupational Group Comments All Employees (EEOG) Percent of Percent of Percent of Percent of Actual Goal Goal Met Goal Met Goal Me Goal Met % % % % # % % % 0 0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 01 Senior Managers 0 0.0 0.0 0.0 0.0 0.0 0 0 0.0 0.0 0.0 0.0 0.0 0.0 Middle & Other 0.0 02 Managers 0.0 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 0.0 0.0 0.0 0.0 0.0 0 0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 Semi-Professionals & Technicians 0 0.0 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 3 0 0.0 0.0 0.0 0.0 0.0 Supervisors: Crafts & 0 0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 Trades 0.0 0.0 0.0 0.0 0.0

Federal Contractors Program Achievement Report Part 5: Results - Aboriginal Peoples Reliable Window Cleaners (Sudbury) Ltd. 2/11/2018 B \mathbf{C} D E F G H K L M N 0 P 0 R S T U V W X Y Part 1: Part 1: Part 1: Part 2: Flow Part 2: Flow Part 2: Flow Part 2: Flow Part 2; Flow Part 2: Flow E + DDxG E + H $V \circ U_{2}$ U x F = 100 Workforce Workforce Workforce E-H Data K x G = 100 L-N Data O + P x 100 P x F + 100 Q - S Data V - XData sources: x 100 + 100 $\times 100$ Data Analysis $\times 100$ Data Analysis Data Analysis 100 Analysis Analysis Analysis Analysis Analysis Analysis T Ţ T J 1 1 Workforce Analysis Flow Data Analysis Employment Equity Workforce Hires **Promotions Terminations** Vear Occupational Group **Aboriginal Peoples** Aboriginal Peoples Aboriginal Peoples **Aboriginal Peoples** All Employee All Employed All Employee dl Employees (EEOG) Representation Availability Actual Actual Actual Gap EE Result Expected Difference Expected Difference Expected Difference % % % % % 2018 0 0.0 0.0 0.0 Administrative & Senior Clerical 0 0.0 0.0 0 0.0 0.0 0 0.0 0 0.0 0 Skilled Sales & 2018 16.7 1.0 1,666.7 Service Personnel 0 0.0 0.0 0.0 0ĺ 0.0 0 0.0 0.0 0 2018 0 0.0 0.0 0.0 Skilled Crafts & Trades Workers 0 0.0 0.0 0.0 0 0.0 0.0 0 0.0 0 7.2 19.0 264.6 2018 10 Clerical Personnel 0.0 0.0 0.0 0 0.0 0 0.0 0.0 2018 0 0.0 0.0 0.0 Intermediate Sales & Service Personnel 0 0 0.0 0.0 0.0 0 0.0 0 0.0 0.0 0 2018 0 0.0 0.0 Semi-Skilled Manual 0.0 Workers 0.0 0.0 0.0 0 0.0 0.0 0 0.0 Part 2: Flow Part 2: Flow Part 3: $E \oplus G | x$ Part 3: Part 3: E + D x 100 Part 3: Goals E + K x 100 Data sources: Data + M x 100 Data Analysis 100 Goals Analysis T T T T 1 1 T **New Entrants** Goals Flow Data **Short-term Goals** Long-term Goals **Employment Equity** Year **Aboriginal Peoples** Aboriginal Peoples **Aboriginal Peoples** Occupational Group Comments All Employees (EEOG) Percent of Percent of Percent of Percent of Actual Goal Goal Met Goal Met Goal Met Goal Met % % % % # % % % Administrative & 0 0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 Senior Clerical 0 0.0 0.0 0.0 0.0 0.0 0 0.0 0.0 0.0 0.0 0.0 0.0 Skilled Sales & 0 0.0 Service Personnel 0.0 0.0 0.0 0.0 0.0 Skilled Crafts & 0 0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 Trades Workers 0.0 0.0 0.0 0.0 0.0 0 0.0 0.0 0.0 0.0 0.0 0.0 0 0.0 10 Clerical Personnel 0.0 0.0 0.0 0 0.0 0.0 0 0,0 0 0.0 0.0 0.0 0.0 0.0 0.0 Intermediate Sales & Service Personnel 3 0 0.0 0.0 0.0 0.0 0.0 Semi-Skilled Manual 0 0 0.0 0.0 0.0 0.0 0.0 0.0 0.0 Workers 0.0 0.0 0.0 0.0 0.0

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(EEOG)		All Employees	Represe	station	Aborigina Availa	•	Gap	EE Result	All Employees	Act		Expected	Difference	All Employees	Act		nal Peoples Expected	Difference	All Employees	Act		nal Peoples Expected	Difference
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Other Sales & Service	2018	446	40	9.0	8.5	38	2	105.5															
Personnel	0 2018	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0,0	0]	0
14 Other Manual Workers	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0.0	0	0
Total	2018	488	ł	9.6	8.2	40	7	117.5															
	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
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Other Sales & Service	0	# 0	0	0.0	# 5	% 0.0	% 8.5	0.0	# 9	0.0	% 8.5	0.0											
Personnel	3	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												
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(EEOG)		All Employees	Represe	ntation		h Disabilities ability	Gap	EE Result	All Employee		Persons v	eith Disabilitie Expected	Difference	All Employee	 	Persons v	with Disability Expected		All Employe	6 4	Persons w	ith Disabilitie Expected	es Difference
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01& Managers	2018	4	0	0.0	4.3	0	0	0.0															
02 Wanagers	0	0	0	0.0	0.0		0	0.0	<u> </u>	0	0.0) 0	C	(1) 0.	0 1	0 0		0 (0.0	0	1
03 Professionals	2018	0	0	0.0	0.0	\$	0	0.0		0	0.0	\	0	, , , , , , , , , , , , , , , , , , ,		0.0	n			0 (0.0		
Semi-Professionals &	2018	3	0	0.0	4.3	2	0	0.0			9.0	, 0	U		1	Ji (1.)	'	0 0	,	1	1 0.0	1	+
04 Technicians	0	0	0	0,0	0.0	£	0	0.0	(0	0.0	0	C	()	0.	0	0 0)	0 (0.0	0) 1
05 Supervisors	2018	8	0	0.0	13.9	ž	-1	0.0								Constitution							
Supervisors: Crafts &	2018	0	0	0.0	0.0		0	0.0	(0	0,0	0	()) ()	0.	0 1	0 0)	0 (0.0	0	-
06 Trades	0	0	0	0.0	·	§	0	0.0	(0	0.0	0	C	0)	0.0	0	0 0)	0 (0.0	0	,
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(EEOG)			Act	ual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met											
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03 Professionals	3	0	0	0,0	<u> </u>		0.0				0,0												
04 Semi-Professionals & Technicians	3	0	0			0.0	0.0			0.0													
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06 Supervisors: Crafts &	0	0	0	0.0		0.0	0.0			0.0													
Trades	3	0	0	0.0			0.0	0.0),0	0.0											

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(EEOG)		All Employees	Represe	itation	Avails		Gap	EE Result	All Employee	1	tual	Expected	Difference	All Employee	Acti		Expected	Difference	All Employees	Ac	tual	Expected	Difference
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07 Administrative & Senior Clerical	2018	0	0	0.0	0.0	0	0	0.0	0) 0	0.0	0) (0	0.0	0	(0 0	0	0.0	(0
08 Skilled Sales &	2018	6	0	0.0	3.5		0	0.0			1					•••••••••••					4		
Service Personnel Oo Skilled Crafts &	2018	0	0	0.0	0.0)	0	0.0	C	0	0.0	0	() (0	0.0	0	(0	0	0.0	(0
09 Trades Workers	0	0	0	0.0	0.0	0	0	0.0	(0	0.0	0	(,	0	0.0	0	(0 0	0	0.0	(0
10 Clerical Personnel	2018	21	0	0.0 0.0	7.0 0.0	1	-1	0.0	-) 0	0.0		r) ()	0.0	0		Δ	0	0.0		
Intermediate Sales &	2018	0	0	0.0	0.0	0	0	0.0	1	1	1 0.0	0	1.	,	, ()	0.0	V	1	0	· ·	0.0	`	7
Service Personnel	0 2010	0	0	0.0	0.0	0	0	0.0	(0	0.0	0	(0	0.0	0	(0	0	0.0	(0
12 Semi-Skilled Manual Workers	2018	0	0	0.0 0.0	0.0		0	0.0	() 0	0.0	0	() (0	0.0	0	(0 0	0	0.0	(0
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Federal Contractors Program Achievement Report Part 8: Reasonable Efforts Reliable Window Cleaners (Sudbury) Ltd. 2/11/2018

Efforts

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

Requi	red 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):
Ope	rational Context
	check the appropriate boxes and provide a brief overview of the events that have influenced your
organi assess	zation's activities during the period between the first/previous and subsequent/current compliance
assess	Impact of economic and industrial conditions on the organization.
Parameter 1	
	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).
	anose empreyees).

	Strikes (include dates, the number of employees affected and the occupational groups of those employees).
	Other.
Addit	ional Details
Please 1	provide any additional information (optional):

FREQUENTLY ASKED QUESTIONS



Reliable Window Cleaners (Sudbury) Limited is committed to the principle of equity in employment.

We want to ensure that members of the four designated groups (women, aboriginal peoples, persons with disabilities and visible minorities) are represented in our workforce. Although employment equity is a concept that was developed to eliminate the employment barriers that these groups face, employment equity benefits everyone in the workplace.

In implementing employment equity we are taking advantage of the diversity in Canada. We want to ensure that no person is denied employment opportunities for reasons unrelated to ability. It is important to ensure that all employees are equitably represented in all levels of our organization and are treated fairly in all of our selection, hiring, training and promotion practices.

If you have any questions or comments about employment equity, please do not hesitate to contact Human Resources at 705-222-3450 or by email at rcs@reliableclean.com.

Please complete the survey below and return to Human Resources.

WHY IS THIS INFORMATION BEING COLLECTED?

The information is collected from all new and current employees, in order to obtain a picture of the composition of our workforce. There are two ways in which the information will be useful. It will help us in identifying the under-representation of designated group members at all occupational levels within our workforce, and will be used for comparison purposes in order to monitor the success of our Employment Equity Program.

2. Why should everyone complete the Sele-Identification Survey?

All employees are part of the workforce, therefore, the employment equity commitment can only be fully supported when all employees count themselves in. By providing your information we will be able to determine how the make-up of our workforce reflects the workforce in our area. Even if you are not a designated group member, you are helping the organization in ensuring social equality for all employees.

3. DO QUESTIONS ON RACE OR DISABILITY CONTRAVENE HUMAN RIGHTS LEGISLATIONS AND OTHER LAWS?

No. The *Canadian Human Rights Act* stipulates that it is not a discriminatory practice to collect information if it is intended to be used in adopting or carrying out a special program, plan or arrangement designed to eliminate discrimination of certain groups of individuals¹.

4. How will the information I provide be used?

The information you share will be used to create statistics about the make-up of our workforce. It will allow us to assess designated group representation in different occupational groups and levels, to set goals and to monitor progress in reaching those goals. With your permission, you may be contacted by Human Resources regarding specific initiatives for your designated group, including support measures and accommodation requirements. We may also seek your participation in the Employment Equity Committee, Advisory Committees or your advice on specific employment equity issues.

5. Must I respond to this Survey?

Your response to the self-identification survey is voluntary. However, it is mandatory for you to enter your name and ID and return the survey to Human Resources even if you choose not to fill out any of the information.

Canadian Human Rights Act, 2004, Section 16 (3).



6. Is it necessary for me to fill out a new survey if I have completed one in the past?

Even if you have self-identified in the past, you are asked to complete the survey at this time to ensure that you are counted in and counted correctly. Furthermore, by filling out this survey you will ensure that our information is up-to-date.

7. WILL MY INFORMATION BE KEPT CONFIDENTIAL?

Yes. The information you provide is protected by the *Privacy Act* and will be kept confidential. Furthermore, the *Employment Equity Act* states that self-identification information can only be used for employment equity purposes and your information will be kept separate from your personnel file.

8. How can I correct, change or access information about myself?

Information about you can be corrected and/or changed by completing a new survey and forwarding it to your Employment Equity Contact. You can also contact the Human Resources office if you want to access information related to you at any time.

9. I HAVE BEEN ACCOMMODATED IN THE WORKPLACE. SHOULD I STILL IDENTIFY AS A PERSON WITH A DISABILITY?

Yes. All persons with disabilities, including those who have been accommodated in the workplace are asked to self-identify. It is important to do so because accommodation and self-identification are not always linked.

10. CAN I IDENTIFY IN MORE THAN ONE GROUP?

Yes. The *Employment Equity Regulations* permit employees to identify in more than one designated group. The self-identification survey includes definitions to help you accurately identify which group(s) you may belong to.

11. CAN ANYONE ELSE IDENTIFY ME?

No. You are responsible for your own identification. By law, no one can submit this information your behalf unless you authorize them to do so in writing.

12. CAN I DO THE SURVEY IN AN ALTERNATE FORMAT AND IS HELP AVAILABLETO COMPLETE THE SURVEY SUCCESSFULLY?

Yes. We can make the survey available by email, mail or it can be picked up at the office. For help on completing the survey our office staff is available Monday to Friday 8:00am-4:30pm or by phone 705-222-3450.



EMPLOYMENT EQUITY SELF-IDENTIFICATION SURVEY

Reliable Window Cleaners (Sudbury) Limited is committed to equity and diversity in employment. All Reliable staff are asked to complete this survey to help create an accurate picture of our workforce. While completion of the survey is not mandatory, return of the survey is required in order to ensure that you have received it.

The survey takes only a few minutes of your time. You may self-identify in more than one category. You may decline to answer any or all of the questions. All responses to this survey are confidential and will be reported only in summary or aggregate form and will be kept separately from employee records.

VAME: Employee Number:	
MEMBERSHIP IN DESIGNATED GROUPS	
As a participant in the Federal Contractors Program, Reliable is required to ask all of its faculty and staff to ide are members of the following four designated groups under the Employment Equity Act: women, visible Aboriginal persons and persons with disabilities.	
. SEX	
or the purposes of employment equity, women are a designated group.	
OO YOU SELF-IDENTIFY AS A WOMAN?	
	YES 🗆 NO 🗆
. ABORIGINAL PERSONS	
or the purposes of employment equity, an "Aboriginal person" is a North American Indian (status, non-statuon-treaty), Métis or Inuit.	us, treaty or
ASED ON THIS DEFINITION, DO YOU SELF-IDENTIFY AS AN ABORIGINAL PERSON?	
·	YES D NO D
. VISIBLE MINORITIES	
according to the Employment Equity Act, members of "visible minorities" are a designated group. At Reliable his term as "persons (other than aboriginal persons, defined above), who self-identify as "people of colour".	

- Black
- Non-white Latin American (including indigenous persons from Central and South America)

visible minority groups include both persons who were born in Canada or other countries.

Examples of visible minorities include, but are not limited to, persons who identify as:

- East Asian (e.g., Chinese, Japanese, Korean, Polynesian)
- South Asian/Indo
- Pakistani (e.g., Indian, Pakistani, Sri Lankan, etc.)
- Southeast Asian (e.g., Cambodian, Filipino, Laotian, Vietnamese, etc.)
- West Asian/Arab (e.g., Afghan, Iranian, etc.)
- Persons of Mixed Origin (e.g., with one parent in one of the visible minority groups listed above).

BASED ON THIS DEFINITION, DO YOU SELF-IDENTIFY AS A "VISIBLE MINORITY"?

YES 🗆 NO 🗈



4. PERSONS WITH DISABILITIES

For the purposes of employment equity, "persons with disabilities" means persons who have a long-term or recurring physical, mental, sensory, psychiatric or learning impairment AND

A. Who consider themselves to be disadvantaged in employment by reasons of that impairment*

OR

B. Who believe that an employer or potential employer is likely to consider them to be disadvantaged in employment by reasons of that impairment.

This includes persons whose functional limitations owing to their impairment have been accommodated in their current job or workplace.

Some examples of disabilities include:

- Co-ordination/dexterity impairment (e.g. arthritis, cerebral palsy, cystic fibrosis, multiple sclerosis)
- Deaf/hard of hearing
- Developmental/learning impairment (e.g. dyslexia)
- Mental illness (e.g. schizophrenia, chronic depression)
- Non-visible physical impairment (e.g. hemophilia, epilepsy, asthma, diabetes)
- Speech impairment (e.a. aphasia)
- Mobility impairment (e.g. amputations, paraplegia)
- Visual impairment (e.g. if glasses/contact lenses correct your vision so that you can perform your job, do not include yourself in this category)

*This means that the disability reduces the amount or kind of activity you can do at work.

BASED ON THIS DEFINITION, DO YOU SELF-IDENTIFY AS A PERSON WITH A DISABILITY?

1150	41/7	
YES 🗆	NO	T.

VOLUNTARY EMPLOYEE PARTICIPATION

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

YES - NO -

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

YES - NO -

From: maurice.yakibonge@labour-travail.gc.ca [mailto:maurice.yakibonge@labour-travail.gc.ca]

Sent: Friday, November 16, 2018 1:49 PM

To: csprack@reliableclean.com

Subject: RE: AchievementReportEN-20181102.xlsx

Importance: High

Good afternoon Christina.

I sent you the email below on November 05, 2018 to request the documentation required for your first compliance assessment. The information has not yet been received.

Could you please review the email and send me the complete submission by November 23, 2018?

Thank you,

Maurice Yakibonge

Direction de l'équité en milieu de travail, Programme du travail

Emploi et Développement social Canada / Gouvernement du Canada Maurice. Yakibonge@labour-travail.gc.ca / Tel.: 819-654-6099

Workplace Equity Division, Labour Program
Employment and Social Development Canada / Government of Canada
Maurice.Yakibonge@labour-travail.gc.ca / Tel.: 819-654-6099



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!

From: Yakibonge, Maurice [NC] **Sent:** November-05-18 3:17 PM

To: 'Christina Sprack'

Subject: RE: AchievementReportEN-20181102.xlsx

Good afternoon Christina,

Thank you for submitting the Achievement Report for Reliable Window Cleaners (Sudbury) Limited. The information you submitted is not a complete submission.

I have reviewed the Report and I have applied the requirements below to correct the information you submitted:

- You are only required to complete the **WorkforceAnalysis** and the **Goals** Tab of the Achievement Report.
- Under the Goals Tab, you are required to set short and long-term goals where gaps are revealed. Short and long-term goals must be at least equal to the present availability.
- Goals in the designated group of Women should not exceed 50%.
- A goal is not required for women when the present availability is above 50%.

Please find attached the corrected Achievement Report for your review.

As part of the first compliance assessment, you are required to submit the following information by email:

- 1. The **self-identification questionnaire** used to conduct your workforce survey. This was already sent to you. Let me know if you want another copy.
- 2. The results of your workforce survey including:
 - o the number of employees that were surveyed; 536
 - the combined number of self-identification questionnaires that were returned blank, partially and fully completed; and Blank = 30 partially 38
 - the number of fully completed and returned self-identification questionnaires. 468 fully filled
- 3. The workforce analysis results (Summary Report and Detailed Report).
- 4. A completed **Achievement Report** file in Excel format that includes the numerical short-term and long-term goals where under-representation exists.

Please provide us with the above information as soon as possible.

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

Kind regards,

Maurice Yakibonge

Direction de l'équité en milieu de travail, Programme du travail

Emploi et Développement social Canada / Gouvernement du Canada Maurice. Yakibonge@labour-travail.gc.ca / Tel.: 819-654-6099

Workplace Equity Division, Labour Program
Employment and Social Development Canada / Government of Canada
Maurice.Yakibonge@labour-travail.gc.ca / Tel.: 819-654-6099



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From: Christina Sprack [mailto:csprack@reliableclean.com]

Sent: November-05-18 11:12 AM

To: Yakibonge, Maurice [NC]
Subject: AchievementReportEN-20181102.xlsx

From Reliable Window Cleaners (Sudbury) Ltd. 060786

Thank you,

Christina Sprack

Federal Contractors Program Report of the First Compliance Assessment

Employer Name: Reliable Window Cleaners (Sudbury) Limited

Primary Location: Sudbury (ON)

Number of Employees: 488

Organization Overview:

NAICS 5617 Services to Buildings and Dwellings

Reliable Window Cleaners (Sudbury) Limited provides Janitorial services and contract cleaning solutions. The company's line of business includes the wholesale distribution of equipment and supplies for personal service establishments.

Key Dates – First Year Assessment

Initiated: 2018-10-04 2018-11-21 Received: Workforce Analysis: 2018-11-02

COLLECTION OF WORKFORCE INFORMATION

Number of employees the questionnaire was sent to: Number of questionnaires returned:

Number of completed questionnaires returned:

#	%
488	100
488	100
468	96

- 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.
- \times 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:

 A total of 536 employees were surveyed. The survey number includes employees that no longer work for the organization that wouldn't be included in the 488 permanent employees.

WORKFORCE ANALYSIS & GOAL SETTING

- The workforce analysis was done using WEIMS.
- estimates or provided reasonable justifications.
- estimates or provided reasonable justifications.
- The organization appears to have properly coded its positions using the 2011 National Occupational Classification (NOC).
- 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: None

SUMMARY OF GOALS

Women

Workforce Analysis Results		Goals				
Employment Equity Occupational Group		Gap	Short- term	Long- term	Representation	LMA
	(EEOG)		(1 to 3 years)	(+3 more)		
#	Description	#	%	%	%	%
10	Clerical Personnel	-1	**	***	66.7	71.0
13	Other Sales & Service Personnel	-38		***	52.7	60.8

Observations:

Goals are not required for EEOG 10 and 13 given that the current representation is above 50%.

Aboriginal Peoples

Observations:

No gaps revealed in the workforce analysis.

Members of Visible Minorities

Workforce Analysis Results		Goals				
Employment Equity Occupational Group (EEOG)		Gap	Short-	Long-	Representation	LMA
			term	term		
			(1 to 3	(+3		
			years)	more)		
#	Description	#	%	%	%	%
08	Skilled Sales & Service Personnel	-1	20.8	20.8	0.0	20.8

Observations: None

Persons with Disabilities

Observations:

No gaps revealed in the workforce analysis.

RECOMMENDATION

I recommend that the employer be found:

 \boxtimes in compliance \square in non-compliance

Having assessed the data submitted by the employer regarding its workforce and, considering their unique circumstances, I recommend the closing letter include the following:

The workforce analysis revealed good representation of designated group members in Reliable Window Cleaners (Sudbury) Limited. We recommend that efforts be focused on retaining staff to avoid the creation of new gaps in representation. We also encourage you to continue to follow-up with employees to maintain your workforce survey's return and response rates.

Name of Analyst: Maurice N. Yakibonge

Date: 2018-12-04

From: Yakibonge, Ntambwe N [NC] On Behalf Of EE-EME

Sent: January 8, 2019 9:03 AM

To: 'rbertuzzi@reliableclean.com' <rbertuzzi@reliableclean.com>

Cc: 'hlafantaisie@reliableclean.com' <hlafantaisie@reliableclean.com>; 'lwright@reliableclean.com'

<lwright@reliableclean.com>; 'csprack@reliableclean.com' <csprack@reliableclean.com>

Subject: Government of Canada Agreement Number: 060786 - Notification of Compliance with the

Federal Contractors Program

Cette information est également disponible en français sur demande.

Dear Robert Bertuzzi:

I am writing to inform you that the compliance assessment initiated on October 4, 2018 has been completed. As a result of the assessment, Reliable Window Cleaners (Sudbury) Limited has been found to be in compliance with the requirements of the <u>Federal Contractors Program</u> (FCP) under the <u>Employment Equity Act</u>.

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 Reliable Window Cleaners (Sudbury) Limited's employment equity program.

• The workforce analysis revealed good representation of designated group members in Reliable Window Cleaners (Sudbury) Limited. We recommend that efforts be focused on retaining staff to avoid the creation of new gaps in representation. We also encourage you to continue to follow-up with employees to maintain your workforce survey's return and response rates.

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 October 4, 2021. Future compliance assessments will focus on the achievement of reasonable progress in meeting the goals established in your organization's initial or updated employment equity submission.

When Reliable Window Cleaners (Sudbury) Limited is notified of a subsequent assessment, the following information will be required:

- Workforce data (Form1 to 6) at the national level.
- · A current workforce analysis; and
- 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, Reliable Window Cleaners (Sudbury) Limited will be required to demonstrate that it has made reasonable efforts to achieve its goals. We encourage your organization to develop an action plan to ensure that goals will be met.

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

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

You may also visit our website to access a number of tools. In particular, we encourage your organization to continue using the <u>Workplace Equity Information Management System</u> (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 Maurice Yakibonge at maurice.yakibonge@labour-travail.gc.ca.

Your cooperation during the course of this compliance assessment was appreciated and we wish Reliable Window Cleaners (Sudbury) Limited continued success in achieving a diverse and inclusive workplace.

Workplace Equity Team

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



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From: Christina Sprack <csprack@reliableclean.com>

Sent: October 3, 2018 11:51 AM

To: Yakibonge, Maurice [NC] <maurice.yakibonge@labour-travail.gc.ca>

Subject: RE: Reliable Window Cleaners (Sudbury) Ltd - 060786

Survey as requested

Christina Gortzak-Sprack

csprack@reliableclean.com

Direct 705-674-9975 x 212

Main 705-675-5281 Fax 705-675-8348

345 Regent St., Sudbury, Ontario P3C4E1

www.reliableclean.com



From: maurice.yakibonge@labour-travail.gc.ca [mailto:maurice.yakibonge@labour-travail.gc.ca]

Sent: Wednesday, October 03, 2018 11:50 AM

To: csprack@reliableclean.com

Subject: Reliable Window Cleaners (Sudbury) Ltd - 060786

Good day Christina,

Please be advised that it is important that the self-identification questionnaire comply with the requirements. Could you provide me with a copy of the questionnaire? I want to review the document to ensure that it is in compliance with the requirements of the program.

Thank you,

Maurice Yakibonge

Direction de l'équité en milieu de travail, Programme du travail

Emploi et Développement social Canada / Gouvernement du Canada Maurice. Yakibonge@labour-travail.gc.ca / Tel.: 819-654-6099

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