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Labour Program
Federal Contractors Program

BEST AVAILABLE COPY

OFFICIAL USE ONLY
Agreement N°:

Agreement to Implement Employment Equity

(All sections must be completed)

- New Agreement
 Revised Agreement

ORGANIZATION	
Legal Name of Organization Reliable Window Cleaners (Sudbury) Limited	Parent company is located outside Canada <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Operating Name (if different from Legal Name of Organization) Reliable Cleaning Services	Business Number [REDACTED]
Organization's North American Industry Classification System (NAICS) Code Number To find your organization's four-digit NAICS code please visit: http://www.statcan.gc.ca/subjects-sujets/standard-norme/naics-scian/2007/list-liste-eng.htm 5617	Total number of employees in Canada (Permanent Full-Time and/or Part-Time) 275 <input type="checkbox"/> Federally Regulated <input checked="" type="checkbox"/> Provincially Regulated

HEAD OFFICE			
Address (building number, street, suite, etc.) 345 Regent Street	City Sudbury	Province On	Postal Code P3C4E1
Telephone Number 705-675-5281			

EMPLOYMENT EQUITY CONTACT			
Name (print) Heidi Lafantaisie	Title Sales Specialist	Telephone Number 705-675-5281 Ext. 251	E-mail Address hlafantaisie@reliableclean.com
			Preferred Language of Correspondence <input checked="" type="checkbox"/> English <input type="checkbox"/> French

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

SIGNATORY			
NOTE: The signatory must be the Chief Executive Officer OR an authorized person in an executive position with legal authority to sign a contract on behalf of the organization.			
Name (print) Robert Bertuzzi	Title President	Telephone Number 705-675-5281	E-mail Address rbertuzzi@reliableclean.com
			Preferred Language of Correspondence <input checked="" type="checkbox"/> English <input type="checkbox"/> French
Signature 		Date (YYYY-MM-DD) 2017-11-22	

Privacy Notice:
The information you provide on this form is collected under the authority of section 42 of the <i>Employment Equity Act</i> to determine your eligibility for the Federal Contractors Program (FCP). Completion of this form is mandatory. Refusal to provide personal information will result in the organization's name being placed on the FCP Limited Eligibility to Bid List, loss of the right to bid on federal government goods or services contracts of any value and may also result in the termination of the contract. The information you provide may be used and/or disclosed for policy analysis, research and/or evaluation purposes. However, these additional uses and/or disclosures of your personal information will never result in an administrative decision being made about you. Your personal information is administered in accordance with the <i>Privacy Act</i> and other applicable laws. You have the right to the protection of, and access to, your personal information, which is described in Personal Information Bank ESDC PPU 721. Instructions for obtaining this information are outlined in the government publication entitled <i>Info Source</i> , which is available at the following website address: http://www.infosource.gc.ca . <i>Info Source</i> may also be accessed online at any Service Canada Centre.

RETURN INSTRUCTIONS
IMPORTANT <ul style="list-style-type: none"> The signed Agreement to Implement Employment Equity form must be sent to the Labour Program by e-mail at: ee-eme@hrsdc-rhdcc.gc.ca.



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) **Difficulty reaching the 80% required response rate. 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: **rbertuzzi@reliableclean.com**

Telephone number: **705-674-9975 x 212**

Business address: **345 Regent Street, Sudbury, ON P3C4E1**

Signature: _____

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@hrsdcc.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@hrsdcc.gc.ca

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



Joignez-vous au **Forum de l'équité, la diversité et l'inclusion en milieu de travail (FEDI/MT)** 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.

Christina Gortzako-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 11:35 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@hrscd-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

Christina Gortuako-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

RELIABLE

Workplace Equity Information Management System - Reliable Window Cleaners (Sudbury) Ltd

Workforce Analysis - Detailed Report

Date: 2018-11-02

Women

Employment Equity Occupational Group	Internal Location	All Employees #	Representation		Women Availability		Gap #	Recruitment Area
			#	%	%	#		
01 : Senior Managers	National	3	1	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	1	33.3 %	62.9 %	2	-1	Ont. less CMAs
Employment Equity Occupational Group	Thunder Bay	1	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

Workplace Equity Information Management System - Reliable Window Cleaners (Sudbury) Ltd

Workforce Analysis - Detailed Report

Date: 2018-11-02

Aboriginal Peoples

Employment Equity Occupational Group	Internal Location	All Employees #	Aboriginal Peoples		Availability %	Gap #	Recruitment Area	
			Representation #	Representation %				
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
08 : Skilled Sales and Service Personnel		6	1	16.7 %	1.0 %	0	1	
6221 : Technical sales specialists - wholesale trade	Ontario	6	1	16.7 %	1.0 %	0	1	Ontario
10 : 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
Total		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

Workplace Equity Information Management System - Reliable Window Cleaners (Sudbury) Ltd

Workforce Analysis - Detailed Report

Date: 2018-11-02

Members of Visible Minorities

Employment Equity Occupational Group	Internal Location	All Employees #	Members of Visible Minorities			Gap #	Recruitment Area	
			Representation #	%	Availability %			
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	1	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



Workplace Equity Information Management System - Reliable Window Cleaners (Sudbury) Ltd

Workforce Analysis - Detailed Report

Date: 2018-11-02

Persons with Disabilities

Employment Equity Occupational Group	Internal Location	All Employees #	Persons with Disabilities			Gap #	Recruitment Area	
			Representation #	%	Availability %			
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



Workplace Equity Information Management System - Reliable Window Cleaners (Sudbury) Ltd

Workforce Analysis - Summary Report

Date: 2018-11-02

Women

Employment Equity Occupational Group	All Employees #	Representation		Women Availability		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

Total may not equal sum of components due to rounding.



Workplace Equity Information Management System - Reliable Window Cleaners (Sudbury) Ltd

Workforce Analysis - Summary Report

Date: 2018-11-02

Aboriginal Peoples

Employment Equity Occupational Group	All Employees #	Aboriginal Peoples Representation		Aboriginal Peoples Availability		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

Total may not equal sum of components due to rounding.



Workplace Equity Information Management System - Reliable Window Cleaners (Sudbury) Ltd

Workforce Analysis - Summary Report

Date: 2018-11-02

Members of Visible Minorities

Employment Equity Occupational Group	Members of Visible Minorities					
	All Employees	Representation		Availability		Gap
		#	#	%	%	
01 : Senior Managers	3	1	33.3 %	10.1 %	0	1
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

Total may not equal sum of components due to rounding.



Workplace Equity Information Management System - Reliable Window Cleaners (Sudbury) Ltd

Workforce Analysis - Summary Report

Date: 2018-11-02

Persons with Disabilities

Employment Equity Occupational Group	All Employees #	Persons with Disabilities				Gap #
		Representation #	%	Availability %	#	
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

Total may not equal sum of components due to rounding.



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

Federal Contractors Program Achievement Report

Part 1: Workforce Analysis

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Data from First/Previous Workforce Analysis



Data from First/Previous Workforce Analysis		
YYYY	MM	DD
2018	11	02

Data from Subsequent/Current Workforce Analysis



Data from Subsequent/Current Workforce Analysis		
YYYY	MM	DD
0	0	0

Table 2: Aboriginal Peoples

First/Previous Workforce Analysis

Employment Equity Occupational Group (EEOG)		All Employees	Aboriginal Peoples	
			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

*** Source:**

2011 National Household Survey

Table 6: Aboriginal Peoples

Subsequent/Current Workforce Analysis

All Employees		Aboriginal Peoples	
		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	
0	0	0.0	

*** Source:**

0

Federal Contractors Program Achievement Report

Part 1: Workforce Analysis

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Data from First/Previous Workforce Analysis



Data from First/Previous Workforce Analysis		
YYYY	MM	DD
2018	11	02

Data from Subsequent/Current Workforce Analysis



Data from Subsequent/Current Workforce Analysis		
YYYY	MM	DD
0	0	0

Table 3: Members of Visible Minorities

First/Previous Workforce Analysis

Employment Equity Occupational Group (EEOG)	All Employees	Members of Visible Minorities	
		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

*** Source:**
2011 National Household Survey

Table 7: Members of Visible Minorities

Subsequent/Current Workforce Analysis

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

*** Source:**
0

Federal Contractors Program Achievement Report

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		
YYYY	MM	DD

Data from Form 4 - Employees Hired			
↓	↓	↓	↓

Data from Form 5 - Employees Promoted			
↓	↓	↓	↓

Data from Form 6 - Employees Terminated			
↓	↓	↓	↓

Employment Equity Occupational Group (EOG)	Table 1: Women				Table 5: Women				Table 9: Women			
	Full-time / National		Part-time / National		Full-time / National		Part-time / National		Full-time / National		Part-time / National	
	All Employees Hired	Women Hired	All Employees Hired	Women Hired	All Employees Promoted	Women Promoted	All Employees Promoted	Women Promoted	All Employees Terminated	Women Terminated	All Employees Terminated	Women Terminated
	#	#	#	#	#	#	#	#	#	#	#	#
01 Senior Managers	0	0	0	0	0	0	0	0	0	0	0	0
02 Middle & Other Managers	0	0	0	0	0	0	0	0	0	0	0	0
03 Professionals	0	0	0	0	0	0	0	0	0	0	0	0
04 Semi-Professionals & Technicians	0	0	0	0	0	0	0	0	0	0	0	0
05 Supervisors	0	0	0	0	0	0	0	0	0	0	0	0
06 Supervisors: Crafts & Trades	0	0	0	0	0	0	0	0	0	0	0	0
07 Administrative & Senior Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
08 Skilled Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
09 Skilled Crafts & Trades Workers	0	0	0	0	0	0	0	0	0	0	0	0
10 Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
11 Intermediate Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
12 Semi-Skilled Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
13 Other Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
14 Other Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0

Federal Contractors Program Achievement Report

Part 2: Flow Data Analysis

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Start Date of Flow Data		
YYYY	MM	DD
0	0	0

End Date of Flow Data		
YYYY	MM	DD
0	0	0

Data from Form 4 - Employees Hired

Data from Form 5 - Employees Promoted

Data from Form 6 - Employees Terminated

Table 2: Aboriginal Peoples

Table 6: Aboriginal Peoples

Table 10: Aboriginal Peoples

Employment Equity Occupational Group (EOG)	Table 2: Aboriginal Peoples				Table 6: Aboriginal Peoples				Table 10: Aboriginal Peoples			
	Full-time / National		Part-time / National		Full-time / National		Part-time / National		Full-time / National		Part-time / National	
	All Employees Hired	Aboriginal Peoples Hired	All Employees Hired	Aboriginal Peoples Hired	All Employees Promoted	Aboriginal Peoples Promoted	All Employees Promoted	Aboriginal Peoples Promoted	All Employees Terminated	Aboriginal Peoples Terminated	All Employees Terminated	Aboriginal Peoples Terminated
	#	#	#	#	#	#	#	#	#	#	#	#
01 Senior Managers	0	0	0	0	0	0	0	0	0	0	0	0
02 Middle & Other Managers	0	0	0	0	0	0	0	0	0	0	0	0
03 Professionals	0	0	0	0	0	0	0	0	0	0	0	0
04 Semi-Professionals & Technicians	0	0	0	0	0	0	0	0	0	0	0	0
05 Supervisors	0	0	0	0	0	0	0	0	0	0	0	0
06 Supervisors: Crafts & Trades	0	0	0	0	0	0	0	0	0	0	0	0
07 Administrative & Senior Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
08 Skilled Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
09 Skilled Crafts & Trades Workers	0	0	0	0	0	0	0	0	0	0	0	0
10 Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
11 Intermediate Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
12 Semi-Skilled Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
13 Other Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
14 Other Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0

Federal Contractors Program Achievement Report

Part 2: Flow Data Analysis

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Start Date of Flow Data		
YYYY	MM	DD
0	0	0

End Date of Flow Data		
YYYY	MM	DD
0	0	0

Data from Form 4 - Employees Hired

Data from Form 5 - Employees Promoted

Data from Form 6 - Employees Terminated

Employment Equity Occupational Group (EOG)	Table 3: Persons with Disabilities				Table 7: Persons with Disabilities				Table 11: Persons with Disabilities			
	Full-time / National		Part-time / National		Full-time / National		Part-time / National		Full-time / National		Part-time / National	
	All Employees Hired	Persons with Disabilities Hired	All Employees Hired	Persons with Disabilities Hired	All Employees Promoted	Persons with Disabilities Promoted	All Employees Promoted	Persons with Disabilities Promoted	All Employees Terminated	Persons with Disabilities Terminated	All Employees Terminated	Persons with Disabilities Terminated
	#	#	#	#	#	#	#	#	#	#	#	#
01 Senior Managers	0	0	0	0	0	0	0	0	0	0	0	0
02 Middle & Other Managers	0	0	0	0	0	0	0	0	0	0	0	0
03 Professionals	0	0	0	0	0	0	0	0	0	0	0	0
04 Semi-Professionals & Technicians	0	0	0	0	0	0	0	0	0	0	0	0
05 Supervisors	0	0	0	0	0	0	0	0	0	0	0	0
06 Supervisors: Crafts & Trades	0	0	0	0	0	0	0	0	0	0	0	0
07 Administrative & Senior Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
08 Skilled Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
09 Skilled Crafts & Trades Workers	0	0	0	0	0	0	0	0	0	0	0	0
10 Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
11 Intermediate Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
12 Semi-Skilled Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
13 Other Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
14 Other Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0

Federal Contractors Program Achievement Report

Part 2: Flow Data Analysis

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Start Date of Flow Data		
YYYY	MM	DD
0	0	0

End Date of Flow Data		
YYYY	MM	DD
0	0	0

Data from Form 4 - Employees Hired

Data from Form 5 - Employees Promoted

Data from Form 6 - Employees Terminated

Employment Equity Occupational Group (EOG)	Table 4: Members of Visible Minorities				Table 8: Members of Visible Minorities				Table 12: Members of Visible Minorities			
	Full-time / National		Part-time / National		Full-time / National		Part-time / National		Full-time / National		Part-time / National	
	All Employees Hired	Members of Visible Minorities Hired	All Employees Hired	Members of Visible Minorities Hired	All Employees Promoted	Members of Visible Minorities Promoted	All Employees Promoted	Members of Visible Minorities Promoted	All Employees Terminated	Members of Visible Minorities Terminated	All Employees Terminated	Members of Visible Minorities Terminated
	#	#	#	#	#	#	#	#	#	#	#	#
01 Senior Managers	0	0	0	0	0	0	0	0	0	0	0	0
02 Middle & Other Managers	0	0	0	0	0	0	0	0	0	0	0	0
03 Professionals	0	0	0	0	0	0	0	0	0	0	0	0
04 Semi-Professionals & Technicians	0	0	0	0	0	0	0	0	0	0	0	0
05 Supervisors	0	0	0	0	0	0	0	0	0	0	0	0
06 Supervisors: Crafts & Trades	0	0	0	0	0	0	0	0	0	0	0	0
07 Administrative & Senior Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
08 Skilled Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
09 Skilled Crafts & Trades Workers	0	0	0	0	0	0	0	0	0	0	0	0
10 Clerical Personnel	0	0	0	0	0	0	0	0	0	0	0	0
11 Intermediate Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
12 Semi-Skilled Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
13 Other Sales & Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0
14 Other Manual Workers	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0

Federal Contractors Program Achievement Report

Part 3: Goals

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Data for First/Previous Goals

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	C x H x 3	F + 1	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	

Table 1: Women

Employment Equity Occupational Group (EOG)		First/Previous Short-term Goals																			
		All Employees								Women											
		Number	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years	
			YYYY-MM-DD	Actual	Projected		Actual	Projected			YYYY-MM-DD	Annually		Over 3 Years	From - To						2018
		2018-11-02	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2018-11-02	Annually	Over 3 Years	#	#	%	%	%	#	#	%	%	
#	%	%	#	%	%	#	#	%	#	#	#	%	%	%	#	#	%	%			
01	Senior Managers	3	-100.0%	0.0%	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%	1	0.0%	0.0%	0	1	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%	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	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	5.0%	1	2	2	50.0%	63.9%	0	0	62.5%	60.0%
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	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	0	#DIV/0!	#DIV/0!	
08	Skilled Sales & Service	6	-100.0%	0.0%	0	0.0%	0.0%	0	0	2	0	0.0%	0	0	0	28.7%	0	0	33.3%	33.3%	
09	Skilled Crafts & Trades	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0	0.0%	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
10	Clerical Personnel	21	-100.0%	3.0%	2	0.0%	3.0%	2	4	14	3	3.0%	1	3	2	50.0%	71.0%	-1	-1	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	0.0%	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	0	#DIV/0!	#DIV/0!	
13	Other Sales & Service	446	-100.0%	3.0%	40	0.0%	1.0%	13	53	235	7	1.0%	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%	0	0	#DIV/0!	#DIV/0!	
Total		488	-100.0%	3.1%	45	0.0%	1.1%	16	61	258	9	1.1%	72	0		60.3%	-36	-72	52.9%	46.7%	

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

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

Table 2: Women

Employment Equity Occupational Group (EOG)		Women				Comments
		Short-term Goals		Long-term Goals		
		#	%	#	%	
01	Senior Managers	0	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	50	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	

Federal Contractors Program Achievement Report

Part 3: Goals

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Data for First/Previous Goals

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	C x H x 3	F + 1	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	
	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓

Table 3: Aboriginal Peoples

First/Previous Short-term Goals

Employment Equity Occupational Group (EOG)		All Employees							Aboriginal Peoples											
		Number	Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number	Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
			YYYY-MM-DD	Actual	Projected		Actual	Projected			YYYY-MM-DD	Annually		Over 3 Years	From - To					
		2018-11-02	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2018-11-02	Annually	Over 3 Years	#	%	%	%	#	#	%	%	
		#	%	%	#	%	%	#	#	%	#	#	%	%	%	#	#	%	%	
01	Senior Managers	3	-100.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	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	0	2.2%	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	#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	1.6%	0	0	0.0%	0.0%	
05	Supervisors	8	-100.0%	8.3%	2	0.0%	5.0%	1	3	2	5.0%	0	-1	0	7.5%	1	1	25.0%	20.0%	
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	1	0.0%	0	-1	0	1.0%	1	1	16.7%	16.7%	
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	4	3.0%	0	-2	0	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%	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	40	1.0%	1	2	5	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%	0	0	#DIV/0!	#DIV/0!	
Total		488	-100.0%	3.1%	45	0.0%	1.1%	16	61	47	1.1%	2	-1	0	8.2%	7	1	9.6%	8.4%	

† 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.

Table 4: Aboriginal Peoples

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

Federal Contractors Program Achievement Report

Part 3: Goals

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Data for First/Previous Goals

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

Table 5: Persons with Disabilities

Employment Equity Occupational Group (EOG)	All Employees								Persons with Disabilities												
	Number		Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number		Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
	YYYY-MM-DD	Actual	Projected		Actual	Projected		YYYY-MM-DD		Annually	Over 3 Years	From - To	From - To								
	2018-11-02	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2018-11-02	Annually	Over 3 Years	2018	2021									
	#	%	%	#	%	%	#	#	%	#	#	%	%								
01/02 Managers	4	-100.0%	30.0%	4	0.0%	0.0%	0	4	0	0.0%	0	0	0	0	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	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%	0.0%		
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	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	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	0	3.5%	0	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	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	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	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%	0	0	0	#DIV/0!	#DIV/0!		
Total	488	-100.0%	3.1%	45	0.0%	1.1%	16	61	0	1.1%	0	34	0		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)^{1/3} - 1) x 100.

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

Table 6: Persons with Disabilities

Employment Equity Occupational Group (EOG)	Persons with Disabilities				Comments
	Short-term Goals		Long-term Goals		
	#	%	#	%	
01/02 Managers	0	0.0	0	0.0	
03 Professionals	0	0.0	0	0.0	
04 Semi-Professionals & Tech	0	0.0	0	0.0	
05 Supervisors	0	13.9	14	13.9	
06 Supervisors: Crafts & Trades	0	0.0	0	0.0	
07 Administrative & Sr Clerical	0	0.0	0	0.0	
08 Skilled Sales & Service	0	0.0	0	0.0	
09 Skilled Crafts & Trades	0	0.0	0	0.0	
10 Clerical Personnel	0	7.0	7	7.0	
11 Intermediate Sales & Service	0	0.0	0	0.0	
12 Semi-Skilled Manual	0	0.0	0	0.0	
13 Other Sales & Service	3	6.3	6	6.3	
14 Other Manual Workers	0	0.0	0	0.0	
Total	0	0.0	0	0.0	

Federal Contractors Program Achievement Report

Part 3: Goals

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Data for First/Previous Goals

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	C x H x 3	F + 1	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	

Table 7: Members of Visible Minorities

Employment Equity Occupational Group (EOG)		All Employees										Members of Visible Minorities										
		Number		Growth (New Positions)			Turnover (Replacement of Terminated Employees)			Anticipated Hires Over 3 Years	Number		Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
		YYYY-MM-DD	Actual	Projected		Actual	Projected		YYYY-MM-DD		Annually	Over 3 Years	2018	2021								
		2018-11-02	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	2018-11-02	Annually	Over 3 Years	2018	2021									
		#	%	%	#	%	%	#	#	%	#	#	%	%								
01	Senior Managers	3	-100.0%	0.0%	0	0.0%	0.0%	0	0	0	1	0.0%	0	-1	0	10.1%	1	1	33.3%	33.3%		
02	Middle & Other Managers	1	-100.0%	30.0%	1	0.0%	0.0%	0	1	1	1	0.0%	0	-1	0	15.0%	1	1	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%	0	0	#DIV/0!	#DIV/0!		
04	Semi-Professionals & Tech	3	-100.0%	0.0%	0	0.0%	0.0%	0	0	1	1	0.0%	0	0	0	29.3%	0	0	33.3%	33.3%		
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%			
06	Supervisors: Crafts & Trades	0	0.0%	0.0%	0	0.0%	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0	0	#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	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	1	0	20.8%	20.8%	-1	-1	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	0	#DIV/0!	#DIV/0!		
10	Clerical Personnel	21	-100.0%	3.0%	2	0.0%	3.0%	2	4	5	3.0%	0	-5	0	1.8%	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	#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	0	#DIV/0!	#DIV/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%	3.9%	1	-2	4.0%	3.5%		
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%	0	0	#DIV/0!	#DIV/0!		
Total		488	-100.0%	3.1%	45	0.0%	1.1%	16	61	27	1.1%	1	-4	0	4.2%	4.2%	7	4	5.5%	4.9%		

† 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.

Table 8: Members of Visible Minorities

Employment Equity Occupational Group (EOG)		Members of Visible Minorities				Comments
		Short-term Goals		Long-term Goals		
		#	%	#	%	
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	21	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			

Federal Contractors Program Achievement Report

Part 3: Goals

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Data for Subsequent/Current Goals

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	C x H x 3	F + 1	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	
	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓

Table 9: Women

Subsequent/Current Short-term Goals

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

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

Table 10: Women

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

Federal Contractors Program Achievement Report

Part 3: Goals

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Data for Subsequent/Current Goals

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	C x H x 3	F + 1	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	
	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓

**Table 11: Aboriginal Peoples
Subsequent/Current Short-term Goals**

Employment Equity Occupational Group (EOG)		All Employees							Aboriginal Peoples												
		Number		Growth (New Positions)			Turnover (Replacement of Terminated Employees)		Anticipated Hires Over 3 Years	Number		Turnover (Replacement of Terminated Employees)		Hires Required Over 3 Years	3 Year Goals		Present Availability	Present Gap	Projected Gap	Present Representation	Projected Representation in 3 Years
		YYYY-MM-DD	Actual	Projected		Actual	Projected			YYYY-MM-DD	Annually	Over 3 Years	From - To		From - To						
		--	Annually	Annually	Over 3 Years	Annually	Annually	Over 3 Years	#	#	%	#	#	0	3						
		#	%	%	#	%	%	#	#	%	#	#	#	%	%						
01	Senior Managers	0	-100.0%			0	0.0%		0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
02	Middle & Other Managers	0	-100.0%			0	0.0%		0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	
03	Professionals	0	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	0	#DIV/0!	#DIV/0!	
Total		0	-100.0%			0	0.0%		0	0	0.0%	0	0	0	0	0.0%	0	0	#DIV/0!	#DIV/0!	

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

Table 12: Aboriginal Peoples

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

Federal Contractors Program Achievement Report

Part 3: Goals

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Data for Subsequent/Current Goals

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

**Table 13: Persons with Disabilities
Subsequent/Current Short-term Goals**

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

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

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

Table 14: Persons with Disabilities

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

Federal Contractors Program Achievement Report

Part 3: Goals

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Data for Subsequent/Current Goals

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Data sources:	From Workforce Analysis	From Workforce Analysis [†]	Data Entry	C x E x 3	From Flow Data Analysis & Workforce Analysis [‡]	Data Entry	C x H x 3	F + 1	From Workforce Analysis	Equivalent to H	K x L x 3	(F x Q) - R + M	J x P	Data Entry	From Workforce Analysis	From Workforce Analysis	(K - M + O) - ((C + F) x Q)	K ÷ C	(K - M + O) + (C + F)	
	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓

Table 15: Members of Visible Minorities

Subsequent/Current Short-term Goals

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

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

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

Table 16: Members of Visible Minorities

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

Federal Contractors Program Achievement Report

Part 4: Results - Women

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

Employment Equity Occupational Group (EEOG)		Year	Workforce Analysis							Flow Data Analysis															
			Workforce							Hires				Promotions				Terminations							
			All Employees	Women			Gap	EE Result	All Employees	Women			All Employees	Women			All Employees	Women							
				Representation	Availability	%				Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference					
#	#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#				
01	Senior Managers	2018	3	1	33.3	27.4	1	0	121.7																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
02	Middle & Other Managers	2018	1	1	100.0	38.9	0	1	257.1																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
03	Professionals	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	0	0.0	0	0	0	0	0	0.0	0	0
04	Semi-Professionals & Technicians	2018	3	0	0.0	7.4	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
05	Supervisors	2018	8	5	62.5	63.9	5	0	97.8																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
06	Supervisors: Crafts & Trades	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	0	0.0	0	0	0	0	0	0.0	0	0

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

Employment Equity Occupational Group (EEOG)		Year	New Entrants		Goals								Comments	
			Flow Data		Short-term Goals				Long-term Goals					
			All Employees	Women	Women		Women		Women					
					Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met			
#	#	#	%	#	%	%	%	#	%	%	%			
01	Senior Managers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
02	Middle & Other Managers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
03	Professionals	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
04	Semi-Professionals & Technicians	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
05	Supervisors	0	0	0	0.0	2	0.0	50.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
06	Supervisors: Crafts & Trades	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									

Federal Contractors Program Achievement Report

Part 4: Results - Women

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	
Data sources:		Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D ÷ G x 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K ÷ G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P ÷ F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U ÷ F ÷ 100	V - X		
		↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓		
Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis									Flow Data Analysis														
		Workforce									Hires				Promotions					Terminations					
		All Employees	Women				All Employees				Women			All Employees			Women		All Employees		Women				
		Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference					
#	#	#	%	%	#	#	%	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	
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	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
08	Skilled Sales & Service Personnel	2018	6	2	33.3	28.7	2	0	116.1																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
09	Skilled Crafts & Trades 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	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
10	Clerical Personnel	2018	21	14	66.7	71.0	15	-1	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
11	Intermediate Sales & Service Personnel	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	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	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		Women				Women				Women				
		Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met				
#	#	#	%	#	%	%	%	#	%	%	%			
07	Administrative & Senior Clerical	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
08	Skilled Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
09	Skilled Crafts & Trades Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
10	Clerical Personnel	0	0	0	0.0	2	0.0	50.0	0.0	50	0.0	50.0	0.0	
		3	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
11	Intermediate Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
12	Semi-Skilled Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	

Federal Contractors Program Achievement Report

Part 4: Results - Women

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
Data sources:				Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D x G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K x G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P x F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U x F ÷ 100	V - X	
				↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓
Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis										Flow Data Analysis														
		Workforce										Hires				Promotions						Terminations				
		All Employees		Women				Gap				All Employees				Women			All Employees			Women				
		Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference									
#	#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	
13	Other Sales & Service Personnel	2018	446	235	52.7	60.8	271	-36	86.7																	
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
14	Other 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	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
Total		2018	488	258	52.9	60.3	294	-36	87.7	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees				Women				Women				
		Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met				
#	#	#	%	#	%	#	%	#	%	#	%	#	%	
13	Other Sales & Service Personnel	0	0	0	0.0	27	0.0	50.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
14	Other Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
Total		0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	

Federal Contractors Program Achievement Report

Part 5: Results - Aboriginal Peoples

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

		C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	
Data sources:		Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D x G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K x G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P x F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U x F ÷ 100	V - X		
		Workforce Analysis									Flow Data Analysis														
Employment Equity Occupational Group (EEOG)	Year	Workforce									Hires				Promotions				Terminations						
		All Employees		Aboriginal Peoples							All Employees		Aboriginal Peoples		All Employees		Aboriginal Peoples		All Employees		Aboriginal Peoples				
		Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference								
		#	%	#	%	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	
01	Senior Managers	2018	3	0	0.0	2.9	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
02	Middle & Other Managers	2018	1	0	0.0	2.2	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
03	Professionals	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	0.0	0	0	0	0	0	0	0.0	0	0
04	Semi-Professionals & Technicians	2018	3	0	0.0	1.6	0	0	0.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
05	Supervisors	2018	8	2	25.0	7.5	1	1	333.3																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
06	Supervisors: Crafts & Trades	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	0.0	0	0	0	0	0	0	0.0	0	0

Data sources:	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100
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		New Entrants				Goals								Comments
Employment Equity Occupational Group (EEOG)	Year	Flow Data				Short-term Goals				Long-term Goals				
		All Employees		Aboriginal Peoples		Aboriginal Peoples		Aboriginal Peoples		Aboriginal Peoples		Aboriginal Peoples		
		Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met		
		#	%	#	%	%	%	#	%	%	%	#	%	
01	Senior Managers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
02	Middle & Other Managers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
03	Professionals	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
04	Semi-Professionals & Technicians	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
05	Supervisors	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									
06	Supervisors: Crafts & Trades	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0									

Federal Contractors Program Achievement Report

Part 5: Results - Aboriginal Peoples

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis									Flow Data Analysis																
		Workforce									Hires				Promotions				Terminations								
		All Employees	Aboriginal Peoples								All Employees	Aboriginal Peoples			All Employees	Aboriginal Peoples			All Employees	Aboriginal Peoples							
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual		Expected	Difference	Actual		Expected	Difference										
#	#	%	%	#	#	%	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#					
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	0.0	0	0	0.0	0	0	0.0
08	Skilled Sales & Service Personnel	2018	6	1	16.7	1.0	0	1	1,666.7	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0
09	Skilled Crafts & Trades 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	0.0	0	0	0.0	0	0	0.0
10	Clerical Personnel	2018	21	4	19.0	7.2	2	2	264.6	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0
11	Intermediate Sales & Service Personnel	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	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	0.0	0	0	0.0	0	0	0.0

Data sources:	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E + D x 100	Part 3: Goals	E + G x 100	Part 3: Goals	F + I x 100	Part 3: Goals	E + K x 100	Part 3: Goals	F + M x 100
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Employment Equity Occupational Group (EEOG)	Year	New Entrants		Goals										Comments
		Flow Data		Short-term Goals				Long-term Goals						
		All Employees	Aboriginal Peoples	Aboriginal Peoples		Aboriginal Peoples		Aboriginal Peoples		Aboriginal Peoples				
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met			
#	#	%	#	%	%	%	#	%	%	%				
07	Administrative & Senior Clerical	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
08	Skilled Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
09	Skilled Crafts & Trades Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
10	Clerical Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
11	Intermediate Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
12	Semi-Skilled Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	

Federal Contractors Program Achievement Report

Part 5: Results - Aboriginal Peoples

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis															
		All Employees	Workforce							Hires				Promotions				Terminations							
			Aboriginal Peoples							Aboriginal Peoples				Aboriginal Peoples				Aboriginal Peoples							
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference							
#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#		
13	Other Sales & Service Personnel	2018	446	40	9.0	8.5	38	2	105.5																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
14	Other 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	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
Total		2018	488	47	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	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0

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

Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		Aboriginal Peoples				Aboriginal Peoples				Aboriginal Peoples				
		Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met		
#	#	%	%	#	%	%	%	#	%	%	%			
13	Other Sales & Service Personnel	0	0	0	0.0	5	0.0	8.5	0.0	9	0.0	8.5	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
14	Other Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
Total		0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	

Federal Contractors Program Achievement Report

Part 6: Results - Persons with Disabilities

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis															
		Workforce								Hires				Promotions				Terminations							
		All Employees	Persons with Disabilities							All Employees	Persons with Disabilities			All Employees	Persons with Disabilities			All Employees	Persons with Disabilities						
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference								
#	#	%	%	#	#	%	#	%	#	%	#	#	%	#	%	#	%	#	%	#	%	#	%		
01&02 Managers	2018	4	0	0.0	4.3	0	0	0.0																	
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
03 Professionals	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	0	0	0.0	0	0	0	0	0	0.0	0	0
04 Semi-Professionals & Technicians	2018	3	0	0.0	4.3	0	0	0.0																	
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
05 Supervisors	2018	8	0	0.0	13.9	1	-1	0.0																	
	0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
06 Supervisors: Crafts & Trades	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	0	0	0.0	0	0	0	0	0	0.0	0	0

Data sources:			Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100
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Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments	
		Flow Data				Short-term Goals				Long-term Goals					
		All Employees	Persons with Disabilities			Persons with Disabilities				Persons with Disabilities					
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met				
#	#	%	#	%	#	%	#	%	#	%					
01&02 Managers	0	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
	3	0	0	0.0			0.0	0.0			0.0	0.0			
03 Professionals	0	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
	3	0	0	0.0			0.0	0.0			0.0	0.0			
04 Semi-Professionals & Technicians	0	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
	3	0	0	0.0			0.0	0.0			0.0	0.0			
05 Supervisors	0	0	0	0.0	0	0.0	13.9	0.0	14	0.0	13.9	0.0			
	3	0	0	0.0			0.0	0.0			0.0	0.0			
06 Supervisors: Crafts & Trades	0	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0			
	3	0	0	0.0			0.0	0.0			0.0	0.0			

Federal Contractors Program Achievement Report

Part 6: Results - Persons with Disabilities

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

		Data sources:																							
		Part 1: Workforce Analysis	Part 1: Workforce Analysis	E + D x 100	Part 1: Workforce Analysis	D x G + 100	E - H	E + H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L + K x 100	K x G + 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q + P x 100	P x F + 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V + U x 100	U x F + 100	V - X		
		Workforce Analysis									Flow Data Analysis														
Employment Equity Occupational Group (EOG)	Year	Workforce									Hires				Promotions				Terminations						
		All Employees		Persons with Disabilities				EE Result			All Employees		Persons with Disabilities		All Employees		Persons with Disabilities		All Employees		Persons with Disabilities				
		Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference					
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
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	0	0.0	0	0
08	Skilled Sales & Service Personnel	2018	6	0.0	3.5	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0
09	Skilled Crafts & Trades 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	0	0.0	0	0
10	Clerical Personnel	2018	21	0.0	7.0	1	-1	0.0	0	0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0
11	Intermediate Sales & Service Personnel	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	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	0	0.0	0	0

		Data sources:											Comments	
		Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E + D x 100	Part 3: Goals	E + G x 100	Part 3: Goals	F + I x 100	Part 3: Goals	E + K x 100	Part 3: Goals	F + M x 100		
Employment Equity Occupational Group (EOG)	Year	New Entrants		Goals										
		Flow Data		Short-term Goals				Long-term Goals						
		Persons with Disabilities		Persons with Disabilities				Persons with Disabilities						
		Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met				
#	%	#	%	#	%	#	%	#	%	#	%			
07	Administrative & Senior Clerical	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
08	Skilled Sales & Service Personnel	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
09	Skilled Crafts & Trades Workers	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	7.0	0.0	7	0.0	7.0	0.0	0	0.0	
11	Intermediate Sales & Service Personnel	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
12	Semi-Skilled Manual Workers	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	

Federal Contractors Program Achievement Report

Part 6: Results - Persons with Disabilities

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis															
		Workforce								Hires				Promotions				Terminations							
		All Employees	Persons with Disabilities							All Employees	Persons with Disabilities			All Employees	Persons with Disabilities			All Employees	Persons with Disabilities						
		#	Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference							
#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#		
13	Other Sales & Service Personnel	2018	446	0	0.0	6.3	28	-28	0.0																
		0	0	0	0.0	0.0	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	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	0.0	0	0	0	0	0	0	0.0	0	0
Total		2018	488	0	0.0	6.4	31	-31	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0	0.0	0	0

Data sources:		Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100
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Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments
		Flow Data				Short-term Goals				Long-term Goals				
		All Employees	Persons with Disabilities			Persons with Disabilities				Persons with Disabilities				
		#	Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	
#	#	%	%	#	%	%	%	#	%	%	%			
13	Other Sales & Service Personnel	0	0	0	0.0	3	0.0	6.3	0.0	6	0.0	6.3	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
14	Other Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	
Total		0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0	
		3	0	0	0.0			0.0	0.0			0.0	0.0	

Federal Contractors Program Achievement Report

Part 7: Results - Members of Visible Minorities

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

		C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	
Data sources:		Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D x G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K x G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P x F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U x F ÷ 100	V - X		
Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis															
		Workforce								Hires				Promotions				Terminations							
		All Employees	Visible Minorities				All Employees				Visible Minorities			All Employees			Visible Minorities								
			Representation	Availability	Gap	EE Result	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference	Actual	Expected	Difference							
#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#		
01	Senior Managers	2018	3	1	33.3	10.1	0	1	330.0																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	0
02	Middle & Other Managers	2018	1	1	100.0	15.0	0	1	666.7																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	0
03	Professionals	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	0.0	0	0	0	0	0	0.0	0	0	0
04	Semi-Professionals & Technicians	2018	3	1	33.3	29.3	1	0	113.8																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	0
05	Supervisors	2018	8	1	12.5	1.1	0	1	1,136.4																
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0.0	0	0	0	0	0	0.0	0	0	0
06	Supervisors: Crafts & Trades	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	0.0	0	0	0	0	0	0.0	0	0	0

		C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
Data sources:		Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100												
Employment Equity Occupational Group (EEOG)	Year	New Entrants		Goals										Comments										
		Flow Data		Short-term Goals				Long-term Goals																
		All Employees	Visible Minorities	Visible Minorities		Visible Minorities		Visible Minorities																
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met													
#	#	%	%	%	%	%	%	%	%															
01	Senior Managers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0											
		3	0	0	0.0																			
02	Middle & Other Managers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0											
		3	0	0	0.0																			
03	Professionals	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0											
		3	0	0	0.0																			
04	Semi-Professionals & Technicians	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0											
		3	0	0	0.0																			
05	Supervisors	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0											
		3	0	0	0.0																			
06	Supervisors: Crafts & Trades	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0											
		3	0	0	0.0																			

Federal Contractors Program Achievement Report

Part 7: Results - Members of Visible Minorities

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

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

Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis								Flow Data Analysis																
		Workforce								Hires				Promotions				Terminations								
		All Employees	Visible Minorities				All Employees	Visible Minorities			All Employees	Visible Minorities			All Employees	Visible Minorities										
			Representation	Availability	Gap	EE Result		Actual	Expected	Difference		Actual	Expected	Difference		Actual	Expected	Difference								
#	#	%	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#	%	#	#			
07	Administrative & Senior Clerical	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	0	0
08	Skilled Sales & Service Personnel	2018	6	0	0.0	20.8	1	-1	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
09	Skilled Crafts & Trades Workers	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	0	0
10	Clerical Personnel	2018	21	5	23.8	1.8	0	5	1,322.8	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0.0	0	0
11	Intermediate Sales & Service Personnel	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	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	0	0.0	0	0

Data sources:		Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100
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Employment Equity Occupational Group (EEOG)	Year	New Entrants		Goals								Comments	
		Flow Data		Short-term Goals				Long-term Goals					
		All Employees	Visible Minorities		Visible Minorities		Visible Minorities		Visible Minorities				
			Actual	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met		
#	#	%	%	#	%	%	%	#	%	%	%		
07	Administrative & Senior Clerical	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
08	Skilled Sales & Service Personnel	0	0	0	0.0	0	0.0	20.8	0.0	21	0.0	20.8	0.0
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
09	Skilled Crafts & Trades Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
10	Clerical Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
11	Intermediate Sales & Service Personnel	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
12	Semi-Skilled Manual Workers	0	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0
		3	0	0	0.0	0	0.0	0.0	0.0	0	0.0	0.0	0.0

Federal Contractors Program Achievement Report

Part 7: Results - Members of Visible Minorities

Reliable Window Cleaners (Sudbury) Ltd.

2/11/2018

		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
Data sources:				Part 1: Workforce Analysis	Part 1: Workforce Analysis	E ÷ D x 100	Part 1: Workforce Analysis	D x G ÷ 100	E - H	E ÷ H x 100	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	L ÷ K x 100	K x G ÷ 100	L - N	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	Q ÷ P x 100	P x F ÷ 100	Q - S	Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	V ÷ U x 100	U x F ÷ 100	V - X	
				↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	
Employment Equity Occupational Group (EEOG)	Year	Workforce Analysis									Flow Data Analysis															
		Workforce									Hires				Promotions				Terminations							
		All Employees	Visible Minorities				EE Result				All Employees	Visible Minorities			All Employees	Visible Minorities			All Employees	Visible Minorities						
		#	#	#	%	%	#	#	#	%	#	#	%	Expected	#	#	#	#	%	Expected	#	#	#	#	%	Expected
13	Other Sales & Service Personnel	2018	446	18	4.0	3.9	17	1	103.5																	
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0	0	0
14	Other 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	0	0	0	0	0	0.0	0	0	0	0	0	0	0	0
Total		2018	488	27	5.5	4.2	20	7	131.7																	
		0	0	0	0.0	0.0	0	0	0.0	0	0	0.0	0	0	0	0	0	0.0	0	0	0	0	0	0	0	0

Data sources:				Part 2: Flow Data Analysis	Part 2: Flow Data Analysis	E ÷ D x 100	Part 3: Goals	E ÷ G x 100	Part 3: Goals	F ÷ I x 100	Part 3: Goals	E ÷ K x 100	Part 3: Goals	F ÷ M x 100	
				↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	
Employment Equity Occupational Group (EEOG)	Year	New Entrants				Goals								Comments	
		Flow Data				Short-term Goals				Long-term Goals					
		All Employees	Visible Minorities			Visible Minorities				Visible Minorities					
		#	#	#	%	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met	Goal	Percent of Goal Met		
13	Other Sales & Service Personnel	0	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
		3	0	0	0.0			0.0	0.0			0.0	0.0		
14	Other Manual Workers	0	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
		3	0	0	0.0			0.0	0.0			0.0	0.0		
Total		0	0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
		3	0	0	0.0			0.0	0.0			0.0	0.0		

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.

Required measures:

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

Other measures:

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

- Put in place a strategy to ensure a barrier-free workplace.
- Undertook initiatives to increase representation where gaps in representation were found.
- Did all that might reasonably be expected to increase representation, taking into account resources and constraints.
- Other (please describe):

Operational Context

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

- Impact of economic and industrial conditions on the organization.

- Any reorganization or other corporate structural changes.

- Acquisitions, mergers or transfers of employees.

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

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

- Other.

Additional Details

Please provide any additional information (optional):

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 rsc@reliableclean.com.

Please complete the survey below and return to Human Resources.

1. 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 SELF-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.

¹ *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 AVAILABLE TO 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.

NAME: _____ 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 identify if they are members of the following four designated groups under the Employment Equity Act: women, visible minorities, Aboriginal persons and persons with disabilities.

1. SEX

For the purposes of employment equity, women are a designated group.

DO YOU SELF-IDENTIFY AS A WOMAN?

YES NO

2. ABORIGINAL PERSONS

For the purposes of employment equity, an "Aboriginal person" is a North American Indian (status, non-status, treaty or non-treaty), Métis or Inuit.

BASED ON THIS DEFINITION, DO YOU SELF-IDENTIFY AS AN ABORIGINAL PERSON?

YES NO

3. VISIBLE MINORITIES

According to the Employment Equity Act, members of "visible minorities" are a designated group. At Reliable, we define this term as "persons (other than aboriginal persons, defined above), who self-identify as "people of colour". *Members of 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:

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

YES NO

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



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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: 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
 - o the combined number of self-identification questionnaires that were returned blank, partially and fully completed; and Blank = 30 partially 38
 - o 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

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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: 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

Received: 2018-11-21

Workforce Analysis: 2018-11-02

COLLECTION OF WORKFORCE INFORMATION

	#	%
Number of employees the questionnaire was sent to:	488	100
Number of questionnaires returned:	488	100
Number of completed questionnaires returned:	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.
- 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.
- The organization selected the occupational defaults for establishing external availability estimates or provided reasonable justifications.
- The organization selected the geographic defaults for establishing external availability estimates or provided reasonable justifications.
- The organization appears to have properly coded its positions using the 2011 National Occupational Classification (NOC).
- The organization has set a goal for every designated group in every occupational group where a gap was identified.
- The organization has demonstrated that it has considered the following in setting its short-term goals: the degree of under-representation, the availability, anticipated growth or reduction and anticipated turnover in order to set a goal in each occupational group where a gap was identified.
- The goals set are sufficient to ensure reasonable progress by being above, or at minimum, equal to availability.

Observations: None

SUMMARY OF GOALS**Women**

Workforce Analysis Results			Goals		Representation	LMA
Employment Equity Occupational Group (EEOG)		Gap	Short-term	Long-term		
#	Description		#	(1 to 3 years)	(+3 more)	%
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		Representation	LMA
Employment Equity Occupational Group (EEOG)		Gap	Short-term (1 to 3 years)	Long-term (+3 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:

 in compliance 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 Federal Contractors Program (FCP) under the Employment Equity Act.

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

Based on a review of the information submitted by your organization, you will find recommendations below for your consideration to ensure the ongoing success of 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 under-represented; and
- the establishment of accountability mechanisms supported by senior management to ensure that goals are met.

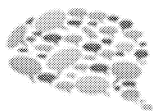
You may also visit our website to access a number of tools. In particular, we encourage your organization to continue using the Workplace Equity Information Management System (WEIMS). WEIMS can assist you in generating your workforce analysis and contains other data analysis tools, including the Achievement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

Should you require any further information regarding your organization's obligations under the FCP, please contact 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@hrsdcc-rhdcc.gc.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 Gortuato-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

RELIABLE

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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