CNSC Employment Equity Annual Report 2003-2004

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September 2004



# **Canadian Nuclear Safety Commission**

# **Employment Equity Annual Report**

2003 - 2004

September 2004

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## **Executive Summary**

Under the *Employment Equity Act*, the Canadian Nuclear Safety Commission (CNSC) reports annually on the representation of women, persons with disabilities, Aboriginal peoples and members of visible minorities and the progress made towards achieving a representative workforce.

As required under the Act, the current report includes an analysis of the representation of each of the designated groups and its shares of hiring, promotions and terminations during the last fiscal year. The report also provides a description of the principal measures taken to implement employment equity at the CNSC and consultations with employees. Appended to the report are a number of tables that include data on representation by occupational group, geography and salary range and provide further details on hiring, promotions and terminations.

As of March 31, 2003, the CNSC employed a staff of 533, an increase of 38 or 7.9% since last year. The numbers have been adjusted slightly (in 2002-03 reported staff of 481), data on 14 employees on leave was not counted by mistake last year. At the organization-wide level the CNSC's representation of three of the four designated groups continues to exceed availability estimates. Although, persons with disabilities remain under-represented, the gap has decreased from six to three since last year.

| Designated Group          | Repre | esentation | Availa | ability* | Differences |
|---------------------------|-------|------------|--------|----------|-------------|
|                           | #     | %          | #      | %        |             |
| Women                     | 225   | 42.21%     | 204    | 38.36%   | +21         |
| Persons with Disabilities | 17    | 3.19%      | 21     | 3.86%    | -4          |
| Aboriginal Peoples        | 12    | 2.25%      | 7      | 1.32%    | +5          |
| Visible Minorities        | 67    | 12.57%     | 66     | 12.41%   | +1          |
| Total workforce 533       |       |            |        |          |             |

<sup>\*</sup> Source: 2001 Census and 2001 Participation and Activity Limitation Survey (PALS)

The *Employment Equity Act* requires equitable representation at the employment equity occupational group (EEOG) level. At this level some areas of under-representation remain as the following statistics show:

- Senior Managers: women (-3), aboriginal peoples (-1)
- Middle and Other Managers: visible minorities (-2);
- Professionals: persons with disabilities (-7);
- Semi-professionals and Technicians: persons with disabilities (-1);
- Administrative and Senior Clerical Personnel: women (-2), visible minorities (-4); and
- Clerical Personnel: Aboriginal peoples (-1) and visible minorities (-3).

After a lengthy and rigorous audit process, the CNSC has been determined compliant by the Canadian Human Rights Commission. As part of this process the CNSC developed an employment equity plan that includes short and long-term goals and supportive measures that

address all remaining areas of under-representation. Staff Council, members of designated groups as well as a diverse group of managers have been consulted on the development of this plan. As set out in the plan, CNSC management will strive to reach equitable representation of all designated groups within a three to five-year period, in order to meet its commitment under the EE plan.

## Canadian Nuclear Safety Commission Employment Equity Annual Report 2003 - 2004

### 1. Introduction

As required under the *Employment Equity Act*, the CNSC has prepared its annual employment equity report describing the results of the workforce analysis for fiscal year 2003-2004 (Section 2), principal measures taken to implement employment equity (Section 3) and consultations with employees (Section 4).

## 2. Workforce Analysis

As reported in previous reports, the CNSC has a very high self-identification rate, approximately 93%, which provides an excellent basis for our analysis. The resulting statistics on representation - by employment equity occupational group (EEOG), geography and salary band - are provided in Annex 1, Tables 1 to 3, and data on hiring, promotions and terminations are included in Annex 1, Tables 4 to 6.

The CNSC has assessed each designated group's representation in each EEOG against the new 2001 Census and 2001 Participation and Activity Limitations Survey external availability estimates that take into account the requirements of the *Employment Equity Act*' with regard to eligibility, qualifications and geography and the relevant labour pool from which the CNSC may reasonably be expected to recruit employees. The same benchmark was used to assess each group's share of external recruitment. Their shares of promotions and terminations were measured against the previous years internal representation that determined the proportion of members of each group available for advancement opportunities, or that might be likely to leave the CNSC.

As of March 31, 2003, the CNSC employed a staff of 533, an increase of 38 or 7.9% since last year. The numbers have been adjusted slightly (in 2002-03 reported staff of 481), data on 14 employees on leave was not counted by mistake last year. Table 1 shows the representation and availability of the four designated groups at the organization-wide level and Tables 2 to 5 provide the same statistics at the EEOG level, as well as each group's shares of hiring, promotions and terminations during the last fiscal year.

Table 1
Representation and availability of designated groups
March 31, 2004

| Designated Group          |     | Represe | ntation | Availal | bility* | Differences |
|---------------------------|-----|---------|---------|---------|---------|-------------|
|                           |     | #       | %       | #       | %       |             |
| Women                     |     | 225     | 42.21%  | 204     | 38.36%  | +21         |
| Persons with Disabilities |     | 17      | 3.19%   | 21      | 3.86%   | -4          |
| Aboriginal Peoples        |     | 12      | 2.25%   | 7       | 1.32%   | +5          |
| Visible Minorities        |     | 67      | 12.57%  | 66      | 12.41%  | +1          |
| Total workforce           | 533 |         |         |         |         |             |

<sup>\*</sup> Source: 2001 Census and 2001 Participation and Activity Limitation Survey (PALS)

At the organization-wide level, the representation of women, Aboriginal peoples and members of visible minorities surpasses availability. Although, persons with disabilities remain underrepresented, the gap has decreased from six to four since last year. CNSC remains committed to bridging the remaining gaps at the EEOG level and has included long and short-term goals and supportive measures in its Employment Equity Plan.

It is somewhat difficult to compare the current representation of the four designated groups with that of last year. Although our representation has increased, the new 2001 Census of Canada and 2001 Participation and Activity Limitation Survey availability data has also increased therefore we continue to have gaps.

#### Women

Table 2
Representation, hiring promotions and terminations of Women
Fiscal year 2003-2004

| Employment Equity                | All      |        | Women    |      |       |     |  |  |  |
|----------------------------------|----------|--------|----------|------|-------|-----|--|--|--|
|                                  | Employee |        |          |      |       | Ga  |  |  |  |
| Occupational Group               | S        | Repres | entation | Avai | p     |     |  |  |  |
|                                  | #        | #      | # %      |      | %     | #** |  |  |  |
| Representation (March 31, 2004)  |          |        |          |      |       |     |  |  |  |
| Senior Managers                  | 14       | 3      | 21.4%    | 6    | 39.3% | -3  |  |  |  |
| Middle & Other Managers          | 53       | 14     | 26.4%    | 13   | 25.2% | +1  |  |  |  |
| Professionals                    | 282      | 80     | 28.4%    | 65   | 23.2% | +15 |  |  |  |
| Semi-Professionals & Technicians | 65       | 22     | 33.8%    | 20   | 31.3% | +2  |  |  |  |
| Supervisors                      | 4        | 4      | 100.0%   | 2    | 57.2% | +2  |  |  |  |
| Administrative & Senior Clerical | 65       | 58     | 89.2%    | 60   | 92.9% | -2  |  |  |  |
| Clerical Personnel               | 50       | 44     | 88.0%    | 37   | 74.0% | +7  |  |  |  |
| Grand Total                      | 533      | 225    | 42.2%    | 204  | 38.4% | +21 |  |  |  |
|                                  |          |        |          |      |       |     |  |  |  |
| Hires***                         | 72       | 34     | 47.2%    | 28   | 38.4% | +6  |  |  |  |
| Promotions****                   | 22       | 9      | 40.9%    | 9    | 40.1% | 0   |  |  |  |
| Terminations****                 | 34       | 11     | 32.4%    | 14   | 40.1% | -3  |  |  |  |

<sup>\*</sup> Sources: 2001 Census of Canada and 2001 Participation and Activity Limitation Survey (PALS)

- The new 2001 Census availability data for women has increased quite a bit from the previous availability data.
- Women are well represented at the CNSC; they constitute 42.2% of the workforce, compared to an expected representation of 38.4% (+21). This is the eighth year in a row that their representation increased.
- The representation of women in the Senior Management group has remained the same however the new availability data has increased, we therefore now show a gap.
- Representation of women in Middle Management has increased and has surpassed the availability data.
- The representation of women in Administrative and Clerical group has decreased slightly and the availability data has increased to position CNSC now with a gap of (-2).
- Women's representation surpassed availability in all remaining occupational groups, including the largest EEOG in our organization, namely Professionals. This is the fourth year in a row that they are well represented in Professionals and this results largely from their

<sup>\*\*</sup> Totals may not equal the sum of components due to rounding off.

<sup>\*\*\*</sup> Hires Availability data taken from the 2001 Census of Canada and 2001 (PALS)

<sup>\*\*\*\*</sup> Promotions and Termination Availability data taken from the total CNSC Representation 2002-03 data

- increased share of recruitment (sixteen rather than ten joined these ranks in fiscal year '03-'04).
- Data on external hiring show that women's shares of recruitment were in line with expectations or surpassed expectations in each EEOG. In total 34 women were recruited rather than the 28 expected based on availability estimates. Data on terminations show that the CNSC did not face retention problems; in total 11 women left our organization, whereas internal availability estimates suggest that 14 could have departed.
- As far as advancement opportunities are concerned, women's share of promotions were in line with availability data.

#### **Persons with Disabilities**

Table 3
Representation, hiring promotions and terminations of persons with disabilities
Fiscal year 2003-2004

| <b>Employment Equity</b>         | All       | Persons with disabilities |             |      |           |     |
|----------------------------------|-----------|---------------------------|-------------|------|-----------|-----|
|                                  |           | Rep                       | oresentatio | Avai | ilability |     |
| Occupational Group               | Employees |                           | n           | *    |           |     |
|                                  | #         | #                         | %           | #**  | %         | #** |
| Representation (March 31, 2004)  |           |                           |             |      |           |     |
| Senior Managers                  | 14        | 1                         | 7.1%        | 0    | 2.1%      | +1  |
| Middle & Other Managers          | 53        | 0                         | 0.0%        | 1    | 2.5%      | -1  |
| Professionals                    | 282       | 5                         | 1.8%        | 12   | 4.1%      | -7  |
| Semi-Professionals & Technicians | 65        | 1                         | 1.5%        | 3    | 3.9%      | -2  |
| Supervisors                      | 4         | 0                         | 0.0%        | 0    | 2.0%      | 0   |
| Administrative & Senior Clerical | 65        | 7                         | 10.8%       | 3    | 4.0%      | +4  |
| Clerical Personnel               | 50        | 3                         | 6.0%        | 2    | 4.4%      | +1  |
| Total                            | 533       | 17                        | 3.2%        | 21   | 3.9%      | -4  |
|                                  |           |                           |             |      |           |     |
| Hires***                         | 72        | 0                         | 0.0%        | 3    | 3.9%      | -3  |
| Promotions****                   | 22        | 0                         | 0.0%        | 1    | 2.9%      | -1  |
| Terminations****                 | 34        | 0                         | 0.0%        | 1    | 2.9%      | -1  |

<sup>\*</sup>Sources: 2001 Census of Canada and 2001 Participation and Activity Limitation Survey (PALS)

- The representation of persons with disabilities in our workforce has increased since last year (from fourteen to seventeen) and the gap between representation and availability has decreased from (-6) to (-4). The increase in number is the results of counting two employees who were omitted the year prior (one was on maternity leave and the other was on sick leave). The other addition is an employee from this designated group decided to self-identify who had not previously done so.
- Under-representation continues to exist in three EEOGs, Middle Management (-1), Professionals (-7), and Semi-professionals and Technicians Professionals (-2). We realize that work remains to be done, however, we are optimistic that the goals and measures set out in our Employment Equity Plan will enable us to attain equitable representation in the remaining occupational groups within a reasonable period.
- No persons with disabilities were hired during fiscal '03-'04, we therefore have a gap of (-3). No persons with disabilities left the CNSC. We will continue to monitor recruitment and departures as part of our overall plan to increase the representation of this group.
- As far as advancement opportunities are concerned, no employee with a disability was promoted, which compared to the availability, is a gap of (-1).

<sup>\*\*</sup> Totals may not equal the sum of components due to rounding off.

<sup>\*\*\*</sup> Hires Availability data taken from the 2001 Census of Canada and 2001 (PALS)

<sup>\*\*\*\*</sup> Promotions and Termination Availability data taken from the total CNSC Representation 2002-03 data

## **Aboriginal Peoples**

Table 4
Representation, hiring promotions and terminations of Aboriginal peoples
Fiscal year 2003-2004

| <b>Employment Equity</b>         | All       | Aboriginal Peoples* |           |       |          |     |
|----------------------------------|-----------|---------------------|-----------|-------|----------|-----|
| Occupational Group               | Employees | Repres              | sentation | Avail | lability | Gap |
|                                  | #         | #                   | %         | #**   | %        | #** |
| Representation (March 31, 2004)  |           |                     |           |       |          |     |
| Senior Managers                  | 14        | 0                   | 0.0%      | 1     | 5.6%     | -1  |
| Middle & Other Managers          | 53        | 0                   | 0.0%      | 0     | 0.9%     | 0   |
| Professionals                    | 282       | 7                   | 2.5%      | 3     | 0.9%     | +4  |
| Semi-Professionals & Technicians | 65        | 2                   | 3.1%      | 1     | 2.0%     | +1  |
| Supervisors                      | 4         | 1                   | 25.0%     | 0     | 1.1%     | +1  |
| Administrative & Senior Clerical | 65        | 2                   | 3.1%      | 1     | 1.3%     | +1  |
| Clerical Personnel               | 50        | 0                   | 0.0%      | 1     | 2.2%     | -1  |
| Total                            | 533       | 12                  | 2.3%      | 7     | 1.3%     | +5  |
|                                  |           |                     |           |       |          |     |
| Hires***                         | 72        | 0                   | 0.0%      | 1     | 1.3%     | -1  |
| Promotions****                   | 22        | 1                   | 4.5%      | 0     | 2.3%     | +1  |
| Terminations****                 | 34        | 1                   | 2.9%      | 1     | 2.3%     | 0   |

<sup>\*</sup>Sources: 2001 Census of Canada and 2001 Participation and Activity Limitation Survey (PALS)

- Aboriginal peoples' representation increased from eleven to twelve (an employee decided to self-identify who had previously not done so), which equals five more than anticipated by availability estimates. They account for 2.3% of the workforce rather than the expected 1.3%.
- Our aboriginal representation at a Senior Management and Clerical level is slightly below the availability estimates.
- Representation of Aboriginal people surpasses availability estimates in Professionals (+4), Semi-professionals and Technicians (+1), Supervisors (+1) and Clerical and Administrative Personnel (+1) and they are equitably represented in Middle and Other Management.
- During the last fiscal year no new Aboriginal employees joined our workforce, whereas the recruitment of one was anticipated.
- One Aboriginal employee left the CNSC which is consistent with expected departures according to the data.
- One Aboriginal employee received a promotion, which was slightly above the internal availability estimates.

<sup>\*\*</sup> Totals may not equal the sum of components due to rounding off.

<sup>\*\*\*</sup> Hires Availability data taken from the 2001 Census of Canada and 2001 (PALS)

<sup>\*\*\*\*</sup> Promotions and Termination Availability data taken from the total CNSC Representation 2002-03 data

#### **Members of Visible Minorities**

Table 5
Representation, hiring promotions and terminations of member of visible minorities
Fiscal year 2003-2004

| Employment Equity                | All       |        | Visible Minorities |       |          |     |  |  |
|----------------------------------|-----------|--------|--------------------|-------|----------|-----|--|--|
| Occupational Group               | Employees | Repres | entation           | Avail | ability* | Gap |  |  |
|                                  | #         | #      | %                  | #**   | %        | #** |  |  |
| Representation (March 31, 2004)  |           |        |                    |       |          |     |  |  |
| Senior Managers                  | 14        | 1      | 7.1%               | 1     | 5.1%     | 0   |  |  |
| Middle & Other Managers          | 53        | 3      | 5.7%               | 5     | 10.4%    | -2  |  |  |
| Professionals                    | 282       | 55     | 19.5%              | 45    | 15.9%    | +10 |  |  |
| Semi-Professionals & Technicians | 65        | 6      | 9.2%               | 6     | 9.6%     | 0   |  |  |
| Supervisors                      | 4         | 0      | 0.0%               | 0     | 5.6%     | 0   |  |  |
| Administrative & Senior Clerical | 65        | 1      | 1.5%               | 5     | 7.2%     | -4  |  |  |
| Clerical Personnel               | 50        | 1      | 2.0%               | 4     | 8.1%     | -3  |  |  |
| Total                            | 533       | 67     | 12.6%              | 66    | 12.4%    | +1  |  |  |
|                                  |           |        |                    |       |          |     |  |  |
| Hires***                         | 72        | 10     | 13.9%              | 9     | 12.4%    | +1  |  |  |
| Promotions****                   | 22        | 2      | 9.1%               | 3     | 11.6%    | -1  |  |  |
| Terminations****                 | 34        | 1      | 2.9%               | 4     | 11.6%    | -3  |  |  |

<sup>\*</sup>Sources: 2001 Census of Canada and 2001 Participation and Activity Limitation Survey (PALS)

- Members of visible minorities remain well represented at the CNSC. In total 67 are on staff (12.6% of all employees), compared to the suggested 66 (12.3% of all staff) external availability estimates. The CNSC representation has increased from last year, however, the new Census data also increased, therefore our gap is not as large.
- Representation of members of a visible minority surpasses availability in Professionals (+10) and meets expectations in Senior Management, Semi-professionals and Technicians, and Supervisors.
- Visible minorities have a gap of (-2) in Middle Management and remain under-represented in Administrative and Senior Clerical Personnel (-4) and Clerical Personnel (-3). We are hopeful that goals and supportive measures set out in our Employment Equity Plan will aid us in bridging these gaps within a reasonable period.
- Visible minorities' shares of recruitment were above the availability estimates. Ten rather than 9 were hired, and 1 rather than 4 were terminated.
- Two visible minority employees received promotions, which was (-1) less than expected from the availability estimates.

<sup>\*\*</sup> Totals may not equal the sum of components due to rounding off.

<sup>\*\*\*</sup> Hires Availability data taken from the 2001 Census of Canada and 2001 (PALS)

<sup>\*\*\*\*</sup> Promotions and Termination Availability data taken from the total CNSC Representation 2002-03 data

## 3. Principal Measures Taken to Implement Employment Equity

In 2003-04, the CNSC made significant progress and initiated a number of major projects leading to improvements in the area of Employment Equity. The CNSC is proud of the progress and initiatives undertaken.

A huge accomplishment for the CNSC is the completion Canadian Human Rights Commission audit and in particular being found compliant without having any undertakings. In October 2001, the Canadian Human Rights Commission (CHRC) informed the CNSC that they would be conducting a compliance audit of the CNSC. The CNSC provided the CHRC with all of the requested documents, information, and data. Interviews with staff and management were conducted. Physical inspections of the CNSC facilities were also conducted and a file review was carried out. Upon completion of the assessment, the Canadian Human Rights Commission declared the CNSC compliant in October 2003.

In 2003-2004, the CNSC signed a contract for the development of an electronic Applicant Tracking System. This system will be designed to electronically collect and organize applicant information from internal and external applicants. One component of the system will be an Employment Equity module. The objective of this component is to be able to determine the number of designated group members from the internal and external applicant pool. The data collected will be used to identify possible barriers to recruitment and selection.

In 2003-2004, the Employment Equity Policy and Workplace Accommodation Policy were approved and published for all staff. These policies clearly state our commitment to creating, maintaining, and accommodating a diverse workforce. Both policies describe the responsibilities of all parties involved.

Employment Equity focus group meetings were held. The focus groups provided positive feedback, and suggestions for areas of improvement. A number of suggestions have been implemented or are in the process of being implemented. Such as:

- The groups suggested the CNSC increase employee awareness of the different designated groups. Since then, the CNSC has been sending messages informing all staff of special designated group days, such as International Women's day. These messages are used to inform staff of importance of the days, as well as provide internet links, for those interested in more information.
- Communications was also mentioned as an important tool for staff, which could be improved upon.
  - 1. One of the CNSC key communication tools, BORIS, the CNSC intranet has been redesigned to be more user friendly so that policies and information are readily accessible.
  - 2. The CNSC Employment Equity intranet site has also been created and new information is continually being added to keep CNSC staff up to date.
  - 3. In the past year, the CNSC has created a Corporate Committee on Communications to look at all aspects of communications.

- Another suggestion from the group meetings was to create opportunities for employees to meet, network and interact. As well, more opportunities were sought for senior managers to meet with new employees.
  - 1. The CNSC is presently redesigning its accommodations and workspace and will be creating space for a lunch area which will provide the casual gathering place that staff suggested.
  - 2. As part of the Orientation program for new employees, the CNSC added an informal coffee gathering for new employees to meet the Executive Committee as well as other new employees. New site and regional office employees are invited to join these meetings via video conference.

Some other initiatives or accomplishments this year are:

- PIP Personal Information Profile has been updated so that all staff have electronic access to view their personal Self-Identification profile. This system also has links so that employees can print a form to update their Self-Identification profile.
- In early 2003, all CNSC staff were invited to attend special workshops on Working with Persons with Disabilities. The workshop goals were to provide information on how to approach persons with disabilities, to identify any possible barriers, and to correct wrong perceptions people may have had.
- As mentioned earlier the CNSC headquarters offices are being retrofitted and accommodations are being designed to meet Public Works standards for accessibility.
- All policies in the CNSC HR Manual now indicate that the policy is available in alternate formats upon request.

## 4. Consultations with Employees

In fiscal year 2003-04 designated focus group discussions each chaired by an Executive Committee member were held for women, aboriginal peoples, persons with disabilities and members of visible minorities. All of the groups provided positive feedback and made suggestions for improvements for the CNSC. As mentioned earlier some of the suggestions from the groups have already been or are in the process of being implemented by the CNSC.

A CNSC Employment Equity intranet site has also been created and new information is continually being added to keep CNSC staff up to date. Previous CNSC Employment Equity annual reports are accessible from this site.

During the development of the Employment Equity Policy, the Accommodations Policy and the Employment Equity Plan, consultations were held with Manager's Forum, Staff Council, and some employees who agreed to be contacted for Human Resources management purposes. Information gathered from these consultations were used to finalize these documents. which were then posted on our Employment Equity intranet site.

# Annex

# Tables 1 to 6

Table 1
Representation of designated groups by EEOG
As of March 31, 2004

| EEOG                             | Tota<br>l | Women |        | Persons<br>with<br>disabilities |          |    | original<br>oples | Visible<br>minorities |       |
|----------------------------------|-----------|-------|--------|---------------------------------|----------|----|-------------------|-----------------------|-------|
|                                  |           | #     | %      | #                               | <b>%</b> | #  | %                 | #                     | %     |
| Senior Managers                  | 14        | 3     | 21.4%  | 1                               | 7.1%     | 0  | 0.0%              | 1                     | 7.1%  |
| Middle and Other Managers        | 53        | 14    | 26.4%  | 0                               | 0.0%     | 0  | 0.0%              | 3                     | 5.7%  |
| Professionals                    | 282       | 80    | 28.4%  | 5                               | 1.8%     | 7  | 2.5%              | 55                    | 19.5% |
| Semi-Professionals & Technicians | 65        | 22    | 33.8%  | 1                               | 1.5%     | 2  | 3.1%              | 6                     | 9.2%  |
| Supervisors                      | 4         | 4     | 100.0% | 0                               | 0.0%     | 1  | 25.0%             | 0                     | 0.0%  |
| Administrative & Senior Clerical | 65        | 58    | 89.2%  | 7                               | 10.8%    | 2  | 3.1%              | 1                     | 1.5%  |
| Clerical Personnel               | 50        | 44    | 88.0%  | 3                               | 6.0%     | 0  | 0.0%              | 1                     | 2.0%  |
| Total workforce                  | 533       | 225   | 42.2%  | 17                              | 3.2%     | 12 | 2.3%              | 67                    | 12.6% |

| Table 2 Representation of designated groups by geography As of March 31, 2004 |     |     |       |  |       |    |       |                       |       |  |  |  |
|---|-----|-----|-------|--|-------|----|-------|-----------------------|-------|--|--|--|
| Geography Total Women   |     |     | omen  | Persons with Aboriginal disabilities peoples |       |    | 0     | Visible<br>minorities |       |  |  |  |
|   |     | #   | %     | #  | %     | #  | %     | #                     | %     |  |  |  |
| National Capital Region   | 468 | 198 | 42.3% | 14   | 3.0%  | 9  | 1.9%  | 58                    | 12.4% |  |  |  |
| New Brunswick   | 6   | 2   | 33.3% | 0  | 0.0%  | 0  | 0.0%  | 0                     | 0.0%  |  |  |  |
| Quebec  | 11  | 5   | 45.5% | 1  | 9.1%  | 0  | 0.0%  | 0                     | 0.0%  |  |  |  |
| Ontario   | 31  | 11  | 35.5% | 0  | 0.0%  | 1  | 3.2%  | 6                     | 19.4% |  |  |  |
| Saskatchewan  | 10  | 3   | 30.0% | 0  | 0.0%  | 2  | 20.0% | 0                     | 0.0%  |  |  |  |
| Alberta   | 7   | 6   | 85.7% | 2  | 28.6% | 0  | 0.0%  | 1                     | 14.3% |  |  |  |
| Total workforce   | 533 | 225 | 42.2% | 17   | 3.2%  | 12 | 2.3%  | 65                    | 12.2% |  |  |  |

Table 3
Representation of designated groups by salary range
As of March 31, 2004

| Classification and Range      | Total | W   | omen  | Perso | ons with | Abo     | riginal | Vi         | isible |
|-------------------------------|-------|-----|-------|-------|----------|---------|---------|------------|--------|
|                               |       |     |       | disa  | bilities | peoples |         | minorities |        |
|                               |       | #   | %     | #     | %        | #       | %       | #          | %      |
| RL APP 1: \$26,496 - \$34,274 | 6     | 4   | 66.7% | 1     | 16.7%    | 0       | 0.0%    | 0          | 0.0%   |
| RL APP 2: \$30,935 - \$40,016 | 12    | 11  | 91.7% | 0     | 0.0%     | 0       | 0.0%    | 0          | 0.0%   |
| RL APP 3: \$36,116 - \$46,718 | 80    | 76  | 95.0% | 8     | 10.0%    | 2       | 2.5%    | 2          | 2.5%   |
| RL APP 4: \$42,165 - \$54,544 | 21    | 15  | 71.4% | 1     | 4.8%     | 2       | 9.5%    | 0          | 0.0%   |
| RL APP 5: \$49,228 - \$65,153 | 48    | 32  | 66.7% | 2     | 4.2%     | 3       | 6.3%    | 4          | 8.3%   |
| RL APP 6: \$57,475 - \$76,066 | 39    | 13  | 33.3% | 1     | 2.6%     | 0       | 0.0%    | 3          | 7.7%   |
| RL APP 7: \$67,101 - \$88,807 | 14    | 5   | 35.7% | 0     | 0.0%     | 0       | 0.0%    | 0          | 0.0%   |
| RL SE 5: \$49,228 - \$65,153  | 21    | 12  | 57.1% | 0     | 0.0%     | 0       | 0.0%    | 4          | 19.0%  |
| RL SE 6: \$57,475 - \$76,066  | 52    | 25  | 48.1% | 0     | 0.0%     | 1       | 1.9%    | 7          | 13.5%  |
| RL SE 7: \$67,101 - \$88,807  | 109   | 12  | 11.0% | 3     | 2.8%     | 3       | 2.8%    | 15         | 13.8%  |
| RL TS 7: \$70,897 - \$93,797  | 76    | 7   | 9.2%  | 0     | 0.0%     | 1       | 1.3%    | 28         | 36.8%  |
| MGT: \$84,050 - \$107,100     | 41    | 10  | 24.4% | 0     | 0.0%     | 0       | 0.0%    | 3          | 7.3%   |
| E1: \$99,400 - \$119,800      | 7     | 2   | 28.6% | 1     | 14.3%    | 0       | 0.0%    | 0          | 0.0%   |
| E2: \$109,200 - \$131,700     | 5     | 0   | 0.0%  | 0     | 0.0%     | 0       | 0.0%    | 0          | 0.0%   |
| E3: \$125,600 - \$151,500     | 2     | 1   | 50.0% | 0     | 0.0%     | 0       | 0.0%    | 1          | 50.0%  |
| Total workforce               | 533   | 225 | 42.2% | 17    | 3.2%     | 12      | 2.3%    | 67         | 12.6%  |

Table 4
Hiring of designated groups by EEOG
April 1, 2003 - March 31, 2004

| EEOG                              | Tota<br>l | Women |       | Persons with disabilities |      | Aboriginal peoples |      | Visible<br>minorities |       |
|-----------------------------------|-----------|-------|-------|---------------------------|------|--------------------|------|-----------------------|-------|
|                                   |           | #     | %     | #                         | %    | #                  | %    | #                     | %     |
| Senior Managers                   | 1         | 0     | 0.0%  | 0                         | 0.0% | 0                  | 0.0% | 0                     | 0.0%  |
| Middle and Other Managers         | 5         | 3     | 60.0% | 0                         | 0.0% | 0                  | 0.0% | 0                     | 0.0%  |
| Professionals                     | 42        | 16    | 38.1% | 0                         | 0.0% | 0                  | 0.0% | 7                     | 16.7% |
| Semi-Professionals. & Technicians | 6         | 1     | 16.7% | 0                         | 0.0% | 0                  | 0.0% | 0                     | 0.0%  |
| Supervisors                       | 0         | 0     | 0.0%  | 0                         | 0.0% | 0                  | 0.0% | 0                     | 0.0%  |
| Administrative & Senior Clerical  | 12        | 9     | 75.0% | 0                         | 0.0% | 0                  | 0.0% | 0                     | 0.0%  |
| Clerical Personnel                | 6         | 5     | 83.3% | 0                         | 0.0% | 0                  | 0.0% | 0                     | 0.0%  |
| Total workforce                   | 72        | 34    | 47.2% | 0                         | 0.0% | 0                  | 0.0% | 7                     | 9.7%  |

Table 5
Promotions of designated groups by EEOG
April 1, 2003 - March 31, 2004

| EEOG                              | Tota<br>l | Women |          | Persons<br>with<br>disabilities |      | Aborigina<br>l<br>peoples |       | Visible<br>minorities |       |
|-----------------------------------|-----------|-------|----------|---------------------------------|------|---------------------------|-------|-----------------------|-------|
|                                   |           | #     | <b>%</b> | #                               | %    | #                         | %     | #                     | %     |
| Senior Managers                   | 3         | 2     | 66.7%    | 0                               | 0.0% | 0                         | 0.0%  | 0                     | 0.0%  |
| Middle and Other Managers         | 7         | 2     | 28.6%    | 0                               | 0.0% | 0                         | 0.0%  | 1                     | 14.3% |
| Professionals                     | 3         | 0     | 0.0%     | 0                               | 0.0% | 1                         | 33.3% | 0                     | 0.0%  |
| Semi-Professionals. & Technicians | 5         | 1     | 20.0%    | 0                               | 0.0% | 0                         | 0.0%  | 1                     | 20.0% |
| Supervisors                       | 3         | 3     | 100.0%   | 0                               | 0.0% | 0                         | 0.0%  | 0                     | 0.0%  |
| Administrative & Senior Clerical  | 1         | 1     | 100.0%   | 0                               | 0.0% | 0                         | 0.0%  | 0                     | 0.0%  |
| Clerical Personnel                | 0         | 0     | 0.0%     | 0                               | 0.0% | 0                         | 0.0%  | 0                     | 0.0%  |
| Total workforce                   | 22        | 9     | 40.9%    | 0                               | 0.0% | 1                         | 4.5%  | 2                     | 9.1%  |

Table 6
Terminations of designated groups by EEOG
April 1, 2003 - March 31, 2004

| EEOG                              | Tota<br>l | Women |        | Persons<br>with<br>disabilities |      | Aboriginal peoples |       | Visible<br>minorities |       |
|-----------------------------------|-----------|-------|--------|---------------------------------|------|--------------------|-------|-----------------------|-------|
|                                   |           | #     | %      | #                               | %    | #                  | %     | #                     | %     |
| Senior Managers                   | 3         | 0     | 0.0%   | 0                               | 0.0% | 1                  | 33.3% | 0                     | 0.0%  |
| Middle and Other Managers         | 5         | 0     | 0.0%   | 0                               | 0.0% | 0                  | 0.0%  | 0                     | 0.0%  |
| Professionals                     | 13        | 5     | 38.5%  | 0                               | 0.0% | 0                  | 0.0%  | 0                     | 0.0%  |
| Semi-Professionals. & Technicians | 4         | 0     | 0.0%   | 0                               | 0.0% | 0                  | 0.0%  | 1                     | 25.0% |
| Supervisors                       | 0         | 0     | 0.0%   | 0                               | 0.0% | 0                  | 0.0%  | 0                     | 0.0%  |
| Administrative & Senior Clerical  | 3         | 3     | 100.0% | 0                               | 0.0% | 0                  | 0.0%  | 0                     | 0.0%  |
| Clerical Personnel                | 6         | 3     | 50.0%  | 0                               | 0.0% | 0                  | 0.0%  | 0                     | 0.0%  |
| Total workforce                   | 34        | 11    | 32.4%  | 0                               | 0.0% | 1                  | 2.9%  | 1                     | 2.9%  |