



FCP Employment Equity Quick Start Guide

Purpose

Employment and Social Development Canada's (ESDC) Federal Contractors Program (FCP) requires provincially regulated employers with 100 or more employees bidding on federal contracts of \$1M or more seek to achieve and maintain a workforce that is representative of the Canadian workforce, including members of the four designated groups under the Employment Equity Act (women, aboriginal and indigenous peoples, persons with disabilities, members of visible minorities).

3-Filter Significance Test

1. Gaps of -3 or more may be significant and must be recorded, then apply
2. Gaps of -3 or more with utilization rates (UTR) of 80% or less are significant
3. If gaps between -1 and -3 exist for a designated group in 3 or more EEOGs (columns) and/or in all designated groups within an EEOG (rows) the gaps are significant

Population

Dalhousie full-time and permanent part-time employee headcounts on Dec 1st are compared to the StatsCan Census using voluntary self-identification from the Be Counted Census and personnel records. Calculations are completed using the National Occupational Classification (NOC) codes assigned to each position by Human Resources. According to the ESDC method, analysis is completed at the NOC level and then summarized by Employment Equity Occupational Groups (EEOG).

Geographic Comparisons

- EEOG 1, 2, 3 are compared nationally
- EEOG 4, 5, 6, 9 are compared provincially
- EEOG 7, 8, 10, 11, 12, 13, 14 are compared regionally

Why Higher Levels of PD in 2016?

- Increase in self-reporting
- Prevalence tends to increase with age
- Revised and expanded survey
- Improved collection methods, including online survey
- Respondents tended to divulge more information in online format

Labour Market Availability
Overall

Professors & Lecturers
NOC4011

Designated Group	2011 NHS 2012 CSD	2016 Census 2017 CSD	Designated Group	2011 NHS 2012 CSD	2016 Census 2017 CSD
F	43.3%	44.0%	F	53.3%	53.3%
RV	19.1%	21.1%	RV	12.7%	14.8%
AB	1.3%	1.4%	AB	2.2%	3.2%
PD	3.8%	8.9%	PD	4.8%	11.2%

Sample Calculations

EEOG	Description	NOC	Description	National F	National Total	National F%	Dal Total	Dal F	F EXP	F Gap	F UTR
1	Senior Managers	14	Senior managers - health, education, ...	15,245	27,025	56%	30	13	17	-4	77%
		15	Senior managers - trade, broadcasting ...	12,110	53,085	23%	2	1	0	1	219%
		16	Senior managers - construction, trans...	7,650	57,885	13%	1	0	0	0	0%

Handwritten annotations in purple:

- Box: **Females / Total** (15,245 / 27,025) with arrow pointing to **National F% x Dal Total** (56% x 30)
- Box: **Dal F - F Exp** (1 - 0) with arrow pointing to F Gap (1)
- Box: **Dal F / F Exp** (0 / 0) with arrow pointing to F UTR (0%)

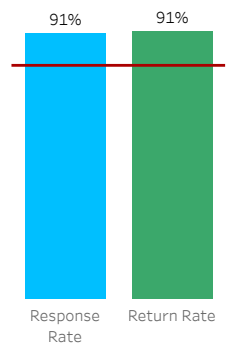
Government of Canada Workplace Equity Information Management System (WEIMS). Updates made to the Workplace Equity Information Management System in 2019. <https://equity.esdc.gc.ca/sqiemt-weims/emp/WeimsMaintLogin.jsp>



FCP Employment Equity Significance Testing

	Total Staff	F Gap	F UTR	RV Gap	RV UTR	AB Gap	AB UTR	PD Gap	PD UTR
01 Senior Managers	40	● -1	96%	0	109%	● -1	● 0%	4	300%
02 Middle and Other Managers	156	5	105%	● -16	● 36%	● -2	● 45%	3	141%
03 Professionals	1,538	76	110%	● -30	91%	9	130%	● -11	92%
04 Semi-Professionals and Technicians	259	● -19	81%	21	243%	● -3	● 75%	● -11	● 65%
05 Supervisors	47	8	137%	6	370%	2	219%	● -18	● 5%
06 Supervisors: Crafts and Trades	34	0	99%	● -1	● 0%	● -1	● 0%	2	
07 Administrative and Senior Clerical ...	446	9	102%	17	155%	2	112%	● -12	82%
08 Skilled Sales and Service Personnel	2	0	107%	0	0%	0	0%	0	0%
09 Skilled Crafts and Trades Workers	98	1	137%	1	152%	● -2	● 56%	● -5	● 51%
10 Clerical Personnel	268	17	108%	31	240%	● -6	● 51%	● -13	● 65%
11 Intermediate Sales and Service	74	2	104%	3	158%	● -1	● 58%	● -9	● 19%
12 Semi-Skilled Manual Workers	14	0	92%	1	148%	0	160%	● -2	● 0%
13 Other Sales and Service Personnel	188	58	234%	27	224%	1	105%	● -16	● 53%
14 Other Manual Workers	5	● -1	● 0%	1	299%	0	0%	0	0%
Grand Total	3,169	154	109%	61	113%	● -4	96%	● -88	● 75%

Dec 1st 2020	
Sr Admin	
All	
Unit	
All	
F	58%
RV	18%
AB	3%
PD	9%
SOGI	8%
BK	5%
ANS	2%
MK	1%



Professors and lecturers

03 4011 University professors and lecturers	1,053	15	103%	● -5	98%	2	115%	● -23	● 76%
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Other Professionals

03 Professionals	485	61	121%	● -24	● 77%	7	143%	12	127%
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FCP Gaps Year-Over-Year Dec 1st

Updated Statistics Canada data caused gaps to increase across all groups in 2018.

Sr Admin	Unit	2016 to 2020																													
		F Gap					RV Gap					AB Gap					PD Gap					# Gaps									
All	All	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020	2016	2017	2018	2019	2020
01	Senior Managers	-4	-4	-1	0	-1	-2	-2	-3	-2	0	-1	-1	-1	-2	-1	0	1	1	3	4	3	3	3	2	2					
02	Middle and Other Managers	1	4	2	4	5	-12	-12	-18	-16	-16	-2	0	-1	0	-2	2	4	5	5	3	2	1	2	1	2					
03	Professionals	40	59	59	60	76	-87	-83	-104	-49	-30	-3	1	4	6	9	32	34	-54	-24	-11	2	1	2	2	2					
04	Semi-Professionals and Technicians	-9	-14	-17	-21	-19	12	14	12	15	21	-2	0	-7	-6	-3	-2	2	-14	-12	-11	3	1	3	3	3					
05	Supervisors	7	6	9	6	8	4	5	4	4	6	0	0	0	2	2	0	0	-20	-17	-18	0	0	1	1	1					
06	Supervisors crafts and trades	-1	-1	-1	-1	0	1	1	-1	-1	-1	1	1	-1	-1	-1	2	2	2	2	2	1	1	3	3	2					
07	Administrative and Senior Clerical ..	7	10	4	9	9	6	10	9	9	17	2	5	-2	-1	2	27	26	-38	-21	-12	0	0	2	2	1					
08	Skilled Sales and Service Personnel	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
09	Skilled Crafts and Trades Workers	1	2	2	1	1	1	1	1	0	1	0	-1	-3	-2	-2	-7	-6	-7	-6	-5	1	2	2	2	2					
10	Clerical Personnel	30	31	30	21	17	12	20	20	25	31	0	-1	-9	-7	-6	-21	-21	-21	-18	-13	1	2	2	2	2					
11	Intermediate Sales and Service Pe..	5	6	3	2	2	-3	-2	0	2	3	0	0	-1	-1	-1	-5	-4	-8	-5	-9	2	2	2	2	2					
12	Semi-Skilled Manual Workers	-2	-2	-2	-2	0	0	0	0	0	1	0	0	-1	0	0	-2	-2	-2	-1	-2	2	2	3	2	1					
13	Other Sales and Service Personnel	40	38	43	61	58	17	25	25	29	27	-3	-4	1	1	1	-7	-5	-14	-15	-16	2	2	1	1	1					
14	Other Manual Workers	0	0	0	0	-1	2	1	2	2	1	0	1	1	1	0	-1	-1	-1	-1	0	1	1	1	1	1					
	Grand Total	115	136	132	141	154	-50	-22	-54	17	61	-10	-1	-19	-11	-4	19	31	-171	-111	-88	20	18	27	24	22					
Professors and lecturers																															
03	4011 University professors and le..	-12	4	0	2	15	-33	-23	-27	-11	-5	-3	-1	-3	0	2	17	13	-41	-34	-23	3	2	3	2	2					
Other Professionals*																															
03	Professionals	52	55	59	58	61	-54	-59	-77	-39	-24	-1	2	7	5	7	15	21	-13	10	12	2	1	2	1	1					



FCP Workforce Analysis Methods

Data Collection & Analysis

- The Dalhousie Census was launched in 2015 but demographic data has been collected since 1989 and disaggregated demographic data since at least 2000. Voluntary self-identities are integrated across Dalhousie Census, personnel, admissions, and the Canadian University Survey Consortium (CUSC) first in family 2014-2019 using the most recent response per year.
- Representation is calculated using total returned, except females which uses total population because gender self-identification is almost 100%. Therefore, gender from personnel and admission records is not included in return rate, resulting in female counts that are sometimes higher than return rate. Representation describes the minimum proportion of the total population and equity-seeking groups are not mutually exclusive.
- Return rate is any census or survey activity, including declined, response rate is at least one self-identification field completed as Yes/No/Prefer not to respond.
- Headcounts less than 5 are redacted (ie. blank or <5)

Notes

- Updated Statistics Canada data caused gaps to increase across all groups in 2018.
- Grant Paid Research Associates/Assistants (RC, RH) were removed from analysis in 2019, resulting in decreased gaps.
- Increased headcounts are partially due to new responses and data augmentation efforts in 2021, including integration of new self-identification sources.

Employee Classifications

DPMG, DFA, Faculty Non-Union, NSGEU Local 99 Salary, Supplementary Staff (not exception payments), Professional, NSGEU Local 77, Research DPMG, Research Faculty DFA, Research Faculty Non-Union, Research NSGEU 77, Research Senior Mgmt Faculty, Research Senior Mgmt Staff, Confid Clerical Secretarial, Senior Management Faculty, Senior Management Staff. Employees at the Kellogg Library fall under the Schulich School of Law.
 ECLS: AM, DM, FM, IB, KM (not 999986), MM, NM, RA, RD, RE, RF, RX, RZ, SM, XM, YM.

ESDC Guidelines <https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s1>

Equity Groups

- Females are people who self-identify as female.
- Racialized Persons are people who are non-white in colour (other than Indigenous persons) living in predominantly white cultures, regardless of their place of birth or citizenship. Black/African Nova Scotian ancestry are African Nova Scotians (who may also self-identify as 'Indigenous Black', 'Scotian' or 'African') are a distinct population with collective rights tied to over 52 land-based communities in Nova Scotia. Black/African persons are included in racialized persons and Black/African Nova Scotian are included in racialized persons and Black/African totals.
- Indigenous Persons refer to the original inhabitants of North America/Turtle Island and their descendants. Mi'kmaq (MK) counts are a subset of this figure.
- Persons with a Disability have a chronic, long-term or recurring physical, sensory, mental, learning or intellectual impairment, that, in interaction with a barrier, hinders that person's full and effective participation in society.
- Sexual Orientation & Gender Identity minorities are people who identify as two-spirit, lesbian, gay, bisexual, pansexual, transgender, gender independent, queer, and/or questioning, among other identity markers. Statistics Canada data from the 2014 Canadian Community Health Survey show that 3.0% of Canadians identify as lesbian, gay, or bisexual. https://www.statcan.gc.ca/eng/dai/smr08/2015/smr08_203_2015#a3

Glossary of Terms <https://www.dal.ca/dept/hres/equity---inclusion/be-counted/glossary-of-terms.html>

Legend

F	Female
RV	Racialized Persons
AB	Aboriginal & Indigenous Peoples
PD	Persons with Disabilities
SOGI	Sexual Orientation and Gender Identity minorities
BK	Black/African Ancestry
ANS	Historical Black/African Nova Scotian ancestry
MK	Mi'kmaq
Exp	Expected Labour Market Availability
UTR	Utilization Rate (progress to fill gap)