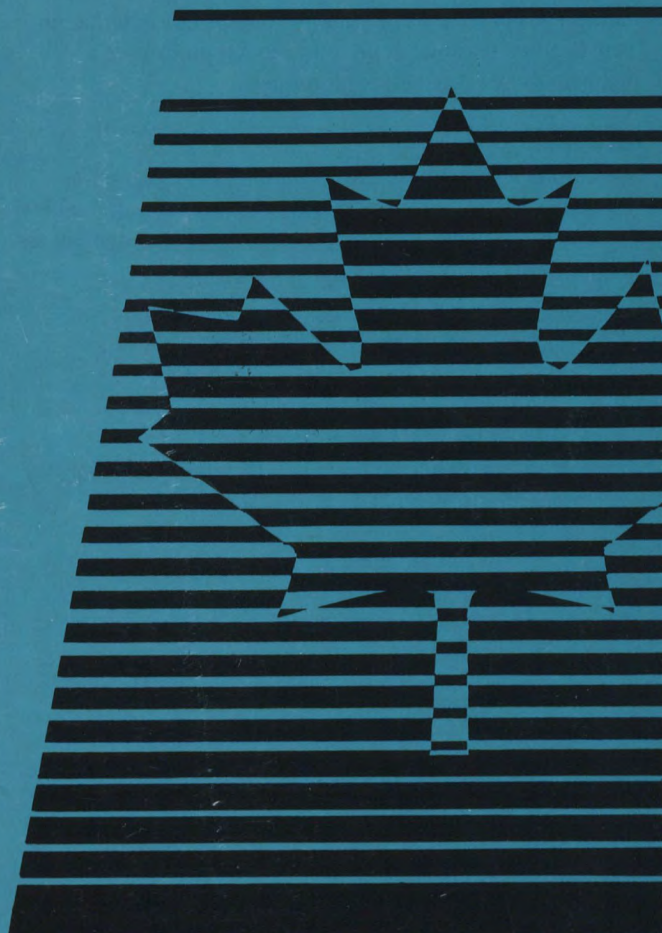


EMPLOYMENT

EQUITY

PROGRAM



Canada



Department of Justice
Canada

Ministère de la Justice
Canada



EMPLOYMENT EQUITY PROGRAM

Employment equity is a program that ensures the fair representation and distribution in the Public Service of aboriginal people, members of visible minority groups, persons with disabilities, and women. Employment equity is accomplished by employment practices that prevent and correct disadvantages in employment for these groups through special measures, reasonable accommodation of differences, and programs to remove barriers to equitable employment opportunities.

The Department of Justice is fully committed to support the principal objectives of employment equity for all Canadians, and to undertake special measures where necessary to eliminate any disadvantages that may be experienced, directly or indirectly, by women, aboriginal people, persons with disabilities and visible minorities.

Further information on the program is contained in the Department's policy statement on employment equity.

The Department's Employment Equity Section

The Employment Equity Section is part of the Human Resources Directorate, located on the second floor of La Salle Academy Building at 373 Sussex Drive in Ottawa. The Section reports to the Director General, Human Resources, and the Assistant Deputy Minister, Corporate Management. Employment Equity representatives have also been appointed in all of the Department's regional offices.

The Section is responsible for advising the Deputy Minister, as well as for planning, carrying out and evaluating the Department's Employment Equity Program.

Under its mandate, the Section also provides assistance, including career counselling, to employees of the four identified target groups, and advice and assistance to managers in achieving departmental objectives.


The Employment Equity Committees

Mandate

The mandate of the respective committees is to recommend the development of policies to the Deputy Minister and to monitor their implementation.

Under its terms of reference, the Advisory Committee on Equal Opportunities for Women:

- reviews comparative data concerning the employment and career progression of women (from these data, conclusions may be drawn as to whether or not equitable representation has been achieved, and whether special measures are needed);
- identifies and recommends means to remove employment or promotional barriers that may limit equal access for women at all levels of all occupational groups in the Department;
- proposes measures for reducing and eliminating attitudinal barriers against the representation of women at all levels of all occupational groups in the Department;
- monitors the participation of women serving as selection board members in the staffing process;
- recommends policies that will enhance employment opportunities and the career advancement of women;
- identifies the requirement for information sessions for departmental employees, personnel officers and management, on employment matters concerning women.



Under its terms of reference, the Advisory Committee on Disabled Persons:

- monitors the Department's implementation of policies and procedures established by central agencies, and recommends action to be taken to facilitate the increased participation of disabled persons;
- makes recommendations for the purchase of special equipment and supplies to enable disabled persons to better perform their duties;
- recommends the measures to be taken to eliminate or reduce architectural barriers or attitudinal barriers, and informs employees of such measures;
- consults with disabled employees to obtain a better understanding of the problems encountered by them;
- reviews existing departmental policies and practices to identify any adverse effects those policies and practices may have on disabled persons, and recommends measures to eliminate them;
- identifies requirements for information sessions for departmental employees, personnel officers and management, on the various laws and administrative policies that may affect disabled persons;
- determines whether any special temporary measures are required to improve employment opportunities and career progression for disabled persons;
- recommends the steps to be taken to ensure increased access to the Department's premises and facilities for disabled visitors.

Under its terms of reference, the Advisory Committee on Aboriginal People:

- recommends policies that will enhance employment opportunities and the career advancement of aboriginal people;
- proposes measures for reducing and eliminating attitudinal barriers against the representation of aboriginal people at all levels of all occupational groups;
- identifies and recommends means to promote employment and to remove barriers to employment or to career development of aboriginal people at all levels of all occupational groups;
- identifies requirements for information sessions on departmental programs and activities that may affect aboriginal people;
- assists in the preparation of any reporting documents requested by Treasury Board Secretariat in terms of aboriginal people;
- ensures that a national inventory of qualified and available aboriginal lawyers interested in employment is effectively maintained and utilized, and ensures that the general recruitment and referral practices with respect to aboriginal people seeking employment other than as lawyers meet the needs of the Department.

Under its terms of reference, the Advisory Committee on Visible Minorities:

- reviews hiring and promotion policies, practices and procedures of the Department to determine whether the criteria for employment, continued tenure, transfers, separations, and advancement are based upon qualifications and that they are applied equitably;
- identifies and recommends means to remove employment or promotional barriers that may limit equal access for visible minorities to all levels and to all occupational groups in the Department;
- reviews employment equity numerical objectives, in consultation with the Human Resources Directorate, and monitors departmental progress in the achievement of these objectives;
- identifies requirements for information sessions and training seminars for departmental employees on the various laws and administrative policies that may affect visible minorities;
- communicates on an ongoing basis with departmental employees, managers and supervisors to invite input, feedback and suggestions related to the employment, retention and career progression of visible minorities;
- offers awareness sessions to all departmental employees, including managers and members of visible minorities, to discuss racial, linguistic and cultural differences, to promote attitudinal changes designed to achieve true employment equity for all employees.



The Employment Equity Steering Committee

The Employment Equity Steering Committee comprises the chairpersons of the four advisory committees, a regional representative and a representative of the Legal Officers Advisory Committee.

Mandate

This Committee coordinates the Department's Employment Equity Program and serves as an umbrella committee to exchange information and to comment on proposals of the four advisory committees.

For more information, contact

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