



Ministry of State

Ministère d'État

Science and Technology  
Canada

Sciences et Technologie  
Canada

# 1981~1982 PROGRAM FOR EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE

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PART 1

MANDATE OF THE MINISTRY

Part 1

Mandate of the Ministry

The Ministry has the following responsibilities in support of its major objective of encouraging the development and use of science and technology: to formulate and develop policies for, and to advise on, the support of science and technology, to formulate and develop policies for, and to advise on, the application of science and technology to national issues and to foster the use of scientific and technological knowledge in the formulation and development of public policy.

To achieve the stated objective, the Ministry's policy functions are performed in three distinct areas.

POLICY FOR THE SUPPORT OF SCIENCE

This function includes the encouragement of the acquisition of scientific knowledge, the development of research capability, the provision of scientifically trained manpower and the dissemination of scientific information.

POLICY FOR THE APPLICATION OF  
SCIENTIFIC AND TECHNOLOGICAL RESOURCES

This function includes encouragement of an economic, wise and coordinated use of Canadian scientific knowledge, manpower and facilities.

SCIENCE IN PUBLIC POLICY

This function includes responsibility for ensuring the introduction of scientific knowledge, reasoning and methodology into the development of public policy at the strategic level.

PART 2

EVALUATION OF THE EFFECTIVENESS OF THE POLICY ON THE  
RECRUITMENT OF INDIGENOUS PEOPLE IN 1980-1981

## Part 2

### Evaluation of the effectiveness of the policy on the recruitment of indigenous people in 1980-1981

#### SUMMARY

Our action plan for the fiscal year 1980-1981 was submitted last June. The areas in which the Ministry wanted to concentrate its efforts were set down in this Plan. Goals related to these areas had been established, a procedure had been chosen and a deadline set.

#### MINISTERIAL POLICY

Though the Program Coordinator was unable to get down to the task of drawing up a ministerial policy on Equal Opportunities for Indigenous People, as had been originally planned, her activities nevertheless generally testified to the commitment of the Ministry toward this program. All of the managers were, in fact, made aware of the policy of the federal public service with respect to equality of opportunity for indigenous people. The related program was also described to them. Needless to say, the drafting of this ministerial policy has been granted the highest priority for the fiscal year 1981-1982.

#### COMMITTEE ON EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE

The Committee on Equal Opportunities for Indigenous People was established in the summer of 1980 for the purpose of overseeing the implementation of the Program in all its aspects. The Coordinator wishes to make this Committee more active this year.

#### MANAGEMENT AWARENESS

The management of the Ministry has been kept informed throughout the year on the various important aspects of the Program. We have been assured of its wholehearted cooperation.

#### SPECIAL RECRUITMENT EFFORTS

In order to eliminate any possible discriminatory practices likely to hinder the hiring of indigenous persons, the competition areas have been broadened, keeping staffing regulations in mind, so as to facilitate the recruitment of candidates belonging to special interest groups. Furthermore, close cooperation was maintained between the heads of the Public Service Commission staffing programs and the Bureau for the Recruitment of indigenous persons.

Table 5, in Part 3, contains a list of the staffing actions undertaken during the year. The competition area was broadened for each competition in which it was possible to do so. However, no candidates of indigenous origin were referred to us.

- No one was hired through the CAP.
- Seven candidates were recruited within the framework of the SAPP.
- There were ten lateral transfers. No candidate of indigenous origin was referred to us.
- No one was recruited under the program for administrative trainees.
- Only one participant in the COP has been assigned to the Ministry.
- The position of one employee of indigenous stock was reclassified in February 1981.

The Program Coordinator has already asked the Bureau for the recruitment of indigenous persons to send a list of students of indigenous origin who are seeking summer employment. This list was circulated to all of the responsibility centres so that it may be taken into account by those managers wishing to hire students for the summer of 1981.

#### TRAINING AND PROFESSIONAL DEVELOPMENT

One employee of indigenous stock who is already employed by the Ministry was given access to training and professional development programs appropriate to his career goals and needs. He is presently undergoing language training (French as a second language), and, as was mentioned previously, he has been given increased responsibilities during the year.

#### REVIEW OF JOB DESCRIPTIONS

After conducting a systematic review of all positions within the Ministry, it was not possible to identify any positions necessitating the hiring of persons well acquainted with indigenous people and their culture. Thus, it was not deemed necessary to invite indigenous persons to participate in selection committees. However, positions which become vacant are once again subject to a thorough review, the results of which are taken into account in future staffing procedures.

The progress achieved thus far within the context of this program is encouraging, and we intend to keep on doing the utmost to improve our performance.

EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE PROGRAM

PROGRAMME D'EGALITE D'ACCES A L'EMPLOI POUR LES  
AUTOCHTONES

YEAR/ANNEE

1980-1981

OBJECTIVE/OBJECTIF

Prepare a ministerial policy on Equal Employment Opportunities for Indigenous People.

ACTION PLANS/PLANS D'ACTION

The Program Coordinator will prepare the policy draft and submit it to the Equal Employment Opportunities for Indigenous People Committee in August 1980.

The Program Coordinator will submit this policy to the Director of Corporate Services Branch so that the latter may obtain the Secretary of the Ministry's approval in September 1980.

The Program Coordinator will distribute the policy to all responsibility centre managers in October 1980.

During new employee orientation sessions, the Program Coordinator will give a copy of the policy to indigenous employees and will explain the program to them.

EVALUATION CRITERIA/CRITERES D'EVALUATION

The Program Coordinator has prepared the policy draft and has submitted it to the Equal Employment Opportunities for Indigenous People Committee in August 1980.

The Program Coordinator has submitted the policy to the Director of Corporate Services Branch in September 1980.

The Program Coordinator has distributed the policy to responsibility centre managers in October 1980.

During new employee orientation sessions, the Program Coordinator has handed a copy of this policy to new indigenous employees and has described the program to them.

EVALUATION 1981

The Program Coordinator informed all of the Responsibility Centre Managers concerning the general policy on Equal Opportunities for Indigenous People and described the related Program to them. The drafting of the ministerial policy had to be postponed till the fall of 1981; the Program Coordinator considers this a priority matter.



EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE PROGRAM

PROGRAMME D'EGALITE D'ACCES A L'EMPLOI POUR LES  
AUTOCHTONES

YEAR/ANNEE

1980-1981

OBJECTIVE/OBJECTIF

Create an Equal Employment Opportunities for Indigenous People Committee responsible for monitoring all aspects of the program. This committee will be responsible to the Director of Corporate Services Branch.

ACTION PLANS/PLANS D'ACTION

The Program Coordinator will try to interest two employees of the intermediate and senior levels in becoming active members of the Equal Employment Opportunities for Indigenous People Committee.

A first meeting will be held in June by the Program Coordinator in order to define the mandate of the Committee.

The Program Coordinator will organize, at least twice a year, a meeting to assess progress made and to establish new objectives.

EVALUATION CRITERIA/CRITERES D'EVALUATION

The Committee was created in June. Members belong to the Administrative and Foreign Service Category.

The mandate of the Committee was established in June.

Two official meetings were held during the year.

List of topics discussed at those meetings.

EVALUATION 1981

The Committee on Equal Opportunities for Indigenous People was created in June. It is composed of the following people from the Administrative and Foreign Service category: two policy advisers (AS-7) and the Coordinator (AS-5). This Committee is under the direct authority of the Director, Corporate Services. The mandate of the Committee has been established as follows: supervising the implementation of the activities relating to the Program, evaluating the progress achieved and suggesting changes, if need be.

EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE PROGRAM

PROGRAMME D'EGALITE D'ACCES A L'EMPLOI POUR LES  
AUTOCHTONES

YEAR/ANNEE

1980-1981

OBJECTIVE/OBJECTIF

Continue to sensitize management to the Program on Equal Employment Opportunities for Indigenous People.

ACTION PLANS/PLANS D'ACTION

The Program Coordinator will regularly, continue, to inform managers on the objectives and activities of the Program on Equal Employment Opportunities for Indigenous People. They will automatically receive any bulletin or press release concerning the program.

All responsibility centre managers will receive a copy of the Plan for Equal Employment Opportunities for Indigenous People.

As part of the orientation program of the Ministry, new managers will receive a copy of the Plan and the ministerial Policy on this topic. The Program Coordinator will also inform them of the Ministry's objectives in this field.

EVALUATION CRITERIA/CRITERES D'EVALUATION

The Program Coordinator has sent bulletins and press releases to responsibility centre managers.

In June 1980, a copy of the Plan for Equal Employment Opportunities for Indigenous People was sent to all managers.

As part of the orientation program, the Program Coordinator has informed new managers of the Ministry's objectives concerning the Program of Equal Employment Opportunities for Indigenous People and has given them a copy of the Plan and Policy.

EVALUATION 1981

The Program Coordinator sent a copy of the Plan on Equal Opportunities for Indigenous People to all Responsibility Centre Managers, inviting them, at the same time, to cooperate in the program.

As part of the orientation program, the Program Coordinator has informed all new employees concerning the Ministry's objectives with respect to the Program for Equal Opportunities for Indigenous People. In addition, the new managers received a copy of the ministerial plan.

EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE PROGRAM

PROGRAMME D'EGALITE D'ACCES A L'EMPLOI POUR LES  
AUTOCHTONES

YEAR/ANNEE

1980-1981

OBJECTIVE/OBJECTIF

In accordance with the Merit Principle, recruit at least one employee of indigenous background during the year.

ACTION PLANS/PLANS D'ACTION

Subject to staffing regulations, continue to broaden the competition areas so as to take in candidates of indigenous background, when the time comes to fill positions serving indigenous persons or having important repercussions on indigenous people or any other position for which a candidate of indigenous background would be qualified.

Continue to establish a closer cooperation with chiefs of staffing programs at the Public Service Commission and the Bureau for the recruitment of indigenous persons with a view to identifying a greater number of indigenous candidates and to ensuring a clear understanding of the objectives of the Ministry.

Where feasible, use various mechanisms such as CAP, SAPP Program, lateral transfers or the Program for administrative trainees.

EVALUATION CRITERIA/CRITERES D'EVALUATION

Subject to staffing regulations, competition areas were broadened so as to take in candidates of indigenous stock for any position for which they would be qualified.

We have maintained a close cooperation with chiefs of staffing programs at the Public Service Commission and the Bureau for the recruitment of indigenous persons. Number of indigenous candidates identified because of this cooperation.

Number of candidates of indigenous background recruited through CAP, SAPP Program, lateral transfers or the Program of administrative trainees.

Committee members have analyzed all staffing cases.

EVALUATION 1981

While taking staffing regulations into account, the competition areas have been broadened so as to allow the recruitment of candidates belonging to special interest groups.

Close cooperation was maintained between the heads of the Public Service Commission staffing programs and the Bureau for the Recruitment of Indigenous Persons. However, it was not possible to identify any candidate of indigenous stock.

As a general rule, and in spite of all the efforts that were made to include candidates of indigenous origin while staffing various positions, no candidate of indigenous stock was identified.

EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE PROGRAM

PROGRAMME D'EGALITE D'ACCES A L'EMPLOI POUR LES  
AUTOCHTONES

YEAR/ANNEE

1980-1981

OBJECTIVE/OBJECTIF

Offer training, development and guidance programs to all employees of indigenous background recruited during the year.

ACTION PLANS/PLANS D'ACTION

In cooperation with the Head, Staffing, Training and Human Resources Planning, the Program Coordinator will meet with any new employee of indigenous background in order to analyse his(her) professional projects, to determine his(her) training and development needs and, if necessary, to advise him(her).

The Program Coordinator will recommend to the employees' supervisors the kind of training and development that is needed.

The Training Section will take the necessary steps concerning employee registration.

The Equal Employment Opportunities for Indigenous People Committee will be kept informed of the recommended courses and it will ensure that employees are registered for them.

EVALUATION CRITERIA/CRITERES D'EVALUATION

The Program Coordinator and the Head, Staffing, Training and Human Resources Planning have met with any new employee of indigenous background so as to analyze his(her) professional projects, to determine his(her) training and development needs and to advise his(her).

The Program Coordinator has recommended to the employees' supervisors the kind of training and development needed.

The Training Section has taken the necessary steps concerning employee registration.

The Equal Employment Opportunities for Indigenous People Committee has been kept informed of the recommended courses and it has made sure that employees have been registered appropriately.

EVALUATION 1981

One employee of indigenous stock who was already working for the Ministry came forward during 1980-1981. The Program Coordinator met with him in order to go over his career plans, to determine what his training and professional needs were and to advise him.

In the course of the year, the Program Coordinator, with the backing of this employee's supervisor, took the necessary steps to ensure that he receive appropriate language training.

In view of the fact that this employee was to take on added responsibilities, his position was reclassified in February 1981.

EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE PROGRAM

PROGRAMME D'EGALITE D'ACCES A L'EMPLOI POUR LES  
AUTOCHTONES.

YEAR/ANNEE

1980-1981

OBJECTIVE/OBJECTIF

Re-identify positions in order to determine those which should preferably be filled by permanent indigenous specialists so as to analyze policies which have important repercussions on indigenous people.

ACTION PLANS/PLANS D'ACTION

In cooperation with the Program Coordinator and managers, the Head of Classification will analyze for a second time all Ministry positions.

In June 1980, they will assess positions of the Corporate Services Branch.

In July 1980, positions of the Government will be assessed in the same manner.

In August 1980, this assessment will be applied to the Industry Branch and, in September, it will be applied to the University Branch.

Members of the Equal Employment Opportunities for Indigenous People Committee will be informed of the results of this reidentification.

EVALUATION CRITERIA/CRITERES D'EVALUATION

In cooperation with the Program Coordinator and managers, the Head of Classification has analyzed all Ministry positions.

In June, they assessed Corporate Services Branch positions.

In July, they analyzed those of the Government Branch.

In August, they concentrated their efforts on the positions of the Industry Branch.

They finished, in September, by evaluating those of the University Branch.

Members of the Equal Employment Opportunities for Indigenous People Committee have been informed of the results of this reidentification.

EVALUATION 1981

The Head of Classification, together with the Program Coordinator and the managers proceeded to analyse all positions in the Ministry. They did not identify any position for which the services of a specialist on indigenous people were necessary for purposes of analysing policies which have a notable impact on indigenous people.

The Director, Corporate Services, who is responsible for the Committee on Equal Opportunities for Indigenous People, was informed of the results of this analysis.

EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE PROGRAM

PROGRAMME D'EGALITE D'ACCES A L'EMPLOI POUR LES  
AUTOCHTONES

YEAR/ANNEE

1980-1981

OBJECTIVE/OBJECTIF

Ensure the participation of indigenous persons within selection committees responsible for filling positions identified as having important repercussions on indigenous people.

ACTION PLANS/PLANS D'ACTION

Following re-evaluation of all positions, establish, in cooperation with the Public Service Commission and national indigenous people associations, criteria for participation of indigenous persons within selection committees responsible for filling identified positions.

EVALUATION CRITERIA/CRITERES D'EVALUATION

When staffing positions identified as having important repercussions on indigenous people, we have ensured participation of indigenous persons within selection committees.

Number of competitions for positions having important repercussions on indigenous people.

EVALUATION 1981

Since no position requiring a good deal of knowledge of indigenous people and their culture were identified in the course of the reevaluation of all positions in the Ministry, inviting indigenous people to sit on selection committees for staffing purposes was not considered necessary this year.

The Program Coordinator systematically sends descriptions of positions to be filled to the Head of the Bureau of the Recrutement of Indigenous People, so that this person may refer candidates to the Ministry when this is considered appropriate.

Part 3

STATISTICAL DATA

TABLE 1

Number of indigenous people taken on strength during the period of January 1<sup>st</sup> to December 31, 1980

TABLE 2

Positions identified that require a sound knowledge of indigenous culture and people as of December 31, 1980

TABLE 3

Representation of indigenous people by occupational group and level, geographical location, status of employment and sex as of December 31, 1980

TABLE 4

Representation of indigenous people by occupational category as of December 31, 1980

TABLE 5

List of staffing actions - January 1<sup>st</sup> to December 31, 1980

FORM A  
(suggested format)

NUMBER OF INDIGENOUS PEOPLE TAKEN  
ON STRENGTH DURING THE PERIOD OF  
JANUARY 1 to DECEMBER 31, 1980

Use this form to list, by group and level, the indigenous people who were taken on strength during the period of January 1 to December 31, 1980. Indicate, in each case, with an 'X' :

- if the native associations were involved in screening and selection processes;
- if the competition was closed or open; and
- if the employee is the incumbent of a position which requires a sound knowledge of indigenous culture and people.

DEPARTMENT or AGENCY: Ministry of State for Sciences and Technology

Group & Level	Participation of native associations in screening and selection processes		Competition		Position which requires a sound knowledge of indigenous culture & people	
	Yes	No	Closed	Open	Yes	No
	<p>In spite of all the efforts that were made, i.e., reviewing all positions within the Ministry, broadening the competition areas, cooperating with the Public Service Commission, etc., no person of indigenous origin was hired in the period from January 1 to December 31, 1980.</p>					
Total						



POSITIONS IDENTIFIED THAT REQUIRE A SOUND  
KNOWLEDGE OF INDIGENOUS CULTURE AND PEOPLE  
AS OF DECEMBER 31, 1980

DEPARTMENT or AGENCY: Ministry of State for Sciences and Technology

Position Number	Group & Level	Geographical Location
<p>The review of all of the positions within the Ministry did not lead to the identification of positions requiring an in-depth knowledge of indigenous people and their culture. In spite of this, each time a position becomes vacant, it is reexamined from this perspective.</p>		

FORM C  
(suggested format)

REPRESENTATION OF INDIGENOUS PEOPLE  
BY OCCUPATIONAL GROUP AND LEVEL, GEOGRAPHICAL  
LOCATION, STATUS OF EMPLOYMENT AND SEX

AS OF DECEMBER 31, 1980

On this form, list the indigenous employees of your department, by giving their group and level and their geographical location; and indicate with an 'X' their status of employment (term or indeterminate and specify if other) and their sex.

DEPARTMENT or AGENCY: Ministry of State for Sciences and Technology

Group & Level	Geographical location	Status of employment			Sex	
		Term	Indet.	Other*	Male	Female
CR-4	NCR		X		X	
Total						

\* "Other" means any other type of employment, e.g. SAPP, CAP, secondment, loan, interchange, etc and should be specified. It does not include contractual arrangements.

REPRESENTATION OF INDIGENOUS PEOPLE  
BY OCCUPATIONAL CATEGORY  
AS OF DECEMBER 31, 1980

FORM D  
(suggested format)

Using the data recorded on Form C, compile on this form, by occupational category, the number of indigenous employees (term and indeterminate only) of your department.

DEPARTMENT or AGENCY: Ministry of State for Sciences and Technology

Occupational Category	Number of Indigenous employees	Total Number of Employees	Percentage of Indigenous Employees
Executive	0	21	0.0%
Scientific & Professional	0	10	0.0%
Administrative & Foreign Service	0	62	0.0%
Technical	0	5	0.0%
Administrative Support	1	58	1.7%
Operational	0	2	0.0%
Total	1	158	0.6%

List of staffing actions  
January 1<sup>st</sup> to December 31, 1980

<u>Lateral transfers</u>	<u>SAPP appointments</u>	<u>Internal competitions</u>	<u>Open competitions</u>	<u>Interdepartmental competitions</u>	<u>Reclassification</u>
AS-05	AS-07	AS-05	ST-SCY-02*	ST-SCY-02	AS-05
CR-05	AS-05	AS-07	ST-SCY-02*	SX-02	ST-SCY-04
ST-SCY-03	AS-06	AS-01	AS-07*	AS-05	AS-03
ST-SCY-02	PE-04	ST-SCY-04	ST-SCY-02*	AS-05	PE-02
ST-SCY-03	AS-07**	CR-03	ST-SCY-02*	CO-03	IS-04
PE-03	CO-03	CR-05	ST-SCY-03*	SX-03	AS-05
ST-SCY-02	CO-02	CR-04	ST-SCY-03*		FI-04
ST-SCY-03			CR-03*		AS-05
AS-07			CR-03*		CR-04***
AS-07**			OCE-03*		
			IS-03*		
			ST-SCY-02*		
			ST-SCY-03*		
			CR-03*		
			ST-SCY-03*		
			LS-02*		
			CR-03*		
			OCE-03*		
			ST-SCY-02*		
			ST-SCY-02*		
			ST-TYP-02*		
			GS-MES-02*		
			OCE-03*		
			CR-03*		
			CR-04*		
			ST-SCY-03*		
			ST-SCY-02*		

\* Specified period

\*\* Priority matter

\*\*\* On February 2, 1981, the employee, who is of indigenous origin, was reclassified in view of the fact that he was taking on increased responsibilities.

PART 4

PLAN FOR 1981-1982

Part 4

PLAN FOR 1981-1982

SUMMARY

ALLOCATION OF RESPONSIBILITIES

The Program for Equal Opportunities for Indigenous People is the responsibility of the Program Coordinator, Official Languages and Special Interest Groups.

MANAGEMENT AWARENESS

Throughout the course of the year, the management of the Ministry will be kept informed on the various important aspects of the program by means of memos, circulars, etc. We have already been assured of their wholehearted cooperation. In addition, the present Plan will be widely publicized within the Ministry.

Finally, once the ministerial policy document on Equal Opportunities for Indigenous People is ready, that is, by the fall of 1981, it will be distributed to all employees.

ADMINISTRATION OF THE PROGRAM

The Secretary of the Ministry, the Director, Corporate Services, the Chief of Personnel and the Program Coordinator are taking the necessary steps to ensure the active participation of the managers in the Program.

The Committee on Equal Opportunities for Indigenous People is composed of three members, i.e., two policy advisers (AS-07), and the Program Coordinator (AS-05). It will continue to actively supervise the activities related to the Program and to evaluate the progress made, and will also suggest changes, if necessary.

PROMINENT FEATURES OF THE ACTIVITIES PLANNED FOR 1981-1982

This year, the Ministry intends to grant the highest priority to the development of its policy on Equal Opportunities for Indigenous People. The Committee on Equal Opportunities for Indigenous People, which is under the authority of the Director, Corporate Services, expects to be even busier this year. The close cooperation which exists between the staffing chief of the Ministry and the heads of the Public Service Commission staffing programs will be maintained so as to take

advantage of every single opportunity that might facilitate the recruitment of indigenous persons. This year, the Ministry has set for itself the quantitative objective of hiring at least one employee of indigenous stock.

The Ministry will also continue offering training, professional development and orientation programs to each new employee of indigenous stock, as well as to the indigenous person already in its employment.

The Chief of Classification, the managers and the Program Coordinator will carry out a review of all new positions within the Ministry, as well as of those positions which will become vacant in the course of the year.

The Ministry intends to make every possible effort to abide by its commitment to this Program in each area of its activities.

PROGRAM FOR EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE  
 PROGRAMME DE L'EGALITE D'ACCES A L'EMPLOI POUR LES AUTOCHTONES

Fiscal year Année financière  
 1981-1982

Annual target Objectif annuel			
Activities (Steps to be taken) Activités (Mesures à prendre)		Date	Responsibility Responsabilité
To draft the ministerial policy on Equal Opportunities for Indigenous People.			
<ul style="list-style-type: none"> <li>- The Program Coordinator will prepare the draft of the Policy and will submit it to the Committee on Equal Opportunities for Indigenous People.</li> <li>- The Program Coordinator will submit the Policy to the Director, Corporate Services, for purposes of obtaining the approval of the Secretary of the Ministry.</li> <li>- The Program Coordinator will distribute copies of the Policy and will describe the program at orientation sessions for new employees.</li> <li>- The Program Coordinator will distribute copies of the Policy to all employees.</li> </ul>		Sept. 81  Oct. 81  Ongoing Control Feb. 82  Oct. 81	Program Coordinator  Program Coordinator Director, Corporate Services  Program Coordinator  Program Coordinator
TO BE COMPLETED THE FOLLOWING YEAR DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE			
Implementation Mise en oeuvre			



PROGRAM FOR EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE  
 PROGRAMME DE L'EGALITE D'ACCES A L'EMPLOI POUR LES AUTOCHTONES

Fiscal year	Année financière
1981-1982	

Annual target    Objectif annuel		
<p>To make the Committee on Equal Opportunities for Indigenous People more active so as to ensure better supervision of all aspects of the Program.</p>		
Activities (Steps to be taken)    Activités (Mesures à prendre)	Date	Responsibility    Responsabilité
<ul style="list-style-type: none"> <li>- The Program Coordinator will call a meeting for the purpose of discussing the ministerial policy.</li> <li>- The Program Coordinator will organize at least two meetings in the course of the year for the purpose of evaluating the progress achieved and setting down new objectives, if necessary.</li> </ul>	<p>Summer 81</p> <p>Control Feb. 82</p>	<p>Program Coordinator</p> <p>Program Coordinator</p>
<p>TO BE COMPLETED THE FOLLOWING YEAR    DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE</p>		
<p>Implementation    Mise en oeuvre</p>		

PROGRAM FOR EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE  
 PROGRAMME DE L'EGALITE D'ACCES A L'EMPLOI POUR LES AUTOCHTONES

Fiscal year	Année financière
	1981-1982

Annual target    Objectif annuel			
Continue to make management aware of the program for Equal Opportunities for Indigenous People.			
Activities (Steps to be taken)    Activités (Mesures à prendre)	Date	Responsibility    Responsabilité	
- The Program Coordinator will continue to keep the managers regularly informed of the activities and aims connected with the program for Equal Opportunities for Indigenous People. Every bulletin or communiqué dealing with the Program will automatically be sent to them.	Ongoing Control: Feb. 82	Program Coordinator	
- A copy of the Plan on Equal Opportunities for Indigenous People will be sent to all Responsibility Center Managers.	May 81	Program Coordinator	
- New managers will receive a copy of the Plan and of the ministerial policy on the subject within the framework of the ministerial orientation program. The Program Coordinator will also inform them concerning the aims of the Ministry in this area.	Ongoing Control: Feb. 82	Program Coordinator	
TO BE COMPLETED THE FOLLOWING YEAR    DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE			
Implementation    Mise en oeuvre			

PROGRAM FOR EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE  
 PROGRAMME DE L'EGALITE D'ACCES A L'EMPLOI POUR LES AUTOCHTONES

Fiscal year	Année financière
1981-1982	

Annual target    Objectif annuel			
Activities (Steps to be taken)    Activités (Mesures à prendre)	Date	Responsibility    Responsabilité	
To recruit at least one employee of indigenous stock in the course of the year, keeping the merit principle in mind.			
- Subject to staffing regulations, continue to broaden the competition areas so as to include candidates of indigenous stock when staffing positions involving the provision of services to indigenous people or which affect them to a notable extent, or when filling any other position for which there would be one qualified candidate of indigenous origin.	Ongoing Control: Feb. 82	Chief, Staffing, Training and Human Resources Planning and Assistant/Management	
- Continue to maintain close cooperation with the heads of the Public Service Commission staffing programs as well as those of the Bureau for the Recruitment of Indigenous Persons in order to identify a larger number of indigenous candidates and to ensure that the objectives of the Ministry are well understood.	Ongoing Control: Feb. 82	Chief, Staffing, Training and Human Resources Planning and Assistant Program Coordinator/Management	
- Undertake two open competitions at the national level and ensure that the competition notices are published in regions with a large indigenous population.	Control: Feb. 82	Chief, Staffing, Training and Human Resources Planning/Management	
TO BE COMPLETED THE FOLLOWING YEAR    DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE			
Implementation    Mise en oeuvre			

Activities (steps to be taken)

- |   |                               |  |
|---|-------------------------------|--|
| - Use means such as the CAP, the SAPP, lateral transfers or the program for administrative trainees whenever possible.  | Ongoing<br>Control<br>Feb. 82 | Chief Staffing, Training and Human Resources Planning and Assistant/Management |
| - The Program Coordinator will maintain statistics on all competitions. These statistics will be studied by the Committee on Equal Opportunities for Indigenous People. | Control<br>Feb. 82            | Program<br>Coordinator   |

PROGRAM FOR EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE  
 PROGRAMME DE L'EGALITE D'ACCES A L'EMPLOI POUR LES AUTOCHTONES

Fiscal year	Année financière
	1981-1982

Annual target    Objectif annuel			
<p>To offer training, professional development and orientation programs to every employee of indigenous stock.</p>			
Activities (Steps to be taken)    Activités (Mesures à prendre)	Date	Responsibility    Responsabilité	
<p>The Program Coordinator, in cooperation with the Chief, Staffing, Training and Human Resources Planning, will meet with each new employee of indigenous origin in order to review his or her career plans, to determine the employee's needs as far as training and professional development is concerned and to advise the employee if necessary.</p>	Control: Feb. 82	Head, Staffing, Training and Human Resources Planning/Program Coordinator	
<p>The two officers mentioned above will continue to ensure that the employee of indigenous origin presently employed by the Ministry has access to the relevant training and professional development programs.</p>	Control: Feb. 82	Head, Staffing, Training and Human Resources Planning/Program Coordinator/Management	
<p>These same officers mentioned above will advise the employees' supervisors as to the pertinent type of training and professional development.</p>	Control Feb. 82	Head, Staffing, Training and Human Resources Planning/Program Coordinator/Management	
<p>TO BE COMPLETED THE FOLLOWING YEAR    DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE</p>			
<p>implementation    Mise en oeuvre</p>			

Activities (Steps to be taken)

The Training and Human Resources Planning Section will take the necessary steps for enrolling employees.

Control: Training and  
Feb. 82 Human Resources  
Planning Section

The Committee on Equal Opportunities for Indigenous People will be informed of recommendations made regarding training and development and will ensure follow up.

Control: Committee/  
Feb. 82 Program Coordi-  
nator

PROGRAM FOR EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE  
 PROGRAMME DE L'EGALITE D'ACCES A L'EMPLOI POUR LES AUTOCHTONES

Fiscal year	Année financière
1981-1982	

Annual target / Objectif annuel			
Activities (Steps to be taken) / Activités (Mesures à prendre)	Date	Responsibility / Responsabilité	
<p>To determine, among the positions which become vacant in the course of the year, those which should preferably be filled by permanent indigenous specialists so as to analyse policies which have important repercussions on indigenous people.</p>			
- In cooperation with the Program Coordinator and managers, the Head of classification will analyse all of the positions in the Ministry which become vacant in the course of the year.	Ongoing Control Feb. 82	Head of the Classification Section/ Program Coordinator Management	
- The Program Coordinator will announce the results of this analysis to the Committee on Equal Opportunities for Indigenous People.	Control Feb. 82	Program Coordinator	
- The Staffing Section will keep the results of this analysis in mind during every future staffing procedure.	Ongoing Control Feb. 82	Staffing Section/ Management	
<p>TO BE COMPLETED THE FOLLOWING YEAR / DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE</p> <p>Implementation / Mise en oeuvre</p>			

PROGRAM FOR EQUAL OPPORTUNITIES FOR INDIGENOUS PEOPLE  
 PROGRAMME DE L'EGALITE D'ACCES A L'EMPLOI POUR LES AUTOCHTONES

Fiscal year Année financière  
 1981-1982

Annual target Objectif annuel  
 To ensure the participation of indigenous persons on selection committees connected with the staffing of positions considered as having repercussions on indigenous people.

Activities (Steps to be taken) Activités (Mesures à prendre)	Date	Responsibility Responsabilité
- In cooperation with the Public Service Commission and National Indigenous People's Associations, to establish criteria relating to the participation of indigenous persons on selection committees for the filling of specified positions.	Ongoing Control Feb. 82	Program Coordinator and Head of the Staffing, training and human resources planning Section/ Management

TO BE COMPLETED THE FOLLOWING YEAR DOIT ÊTRE REMPLIE L'ANNÉE SUIVANTE

Implementation Mise en oeuvre



