

Request for Information (RFI) on Employment Equity Act (EEA) requirement for Analysis and Review of Employment Practices

This Request for Information (RFI) outlines a potential solicitation and requests suppliers to describe their ability to satisfy the requirement and to provide ideas and suggestions on how the eventual solicitation might be structured. If the Evaluation Criteria or Statement of Work attached could be improved, please include your suggestions with your response. INFC will use these responses in finalizing plans. This RFI is not a solicitation and there are no commitments with respect to future purchases or contracts.

Quick Background Info

In 1995, the *Employment Equity Act* (EEA) was enacted with the consent of the Senate and the House of Commons. The purpose of the Act was to (1) achieve equality in the workplace so that no person shall be denied employment opportunities or benefits for reasons unrelated to ability and, in the fulfilment of that goal, (2) to correct the conditions of disadvantage in employment experienced by women, Aboriginal peoples, persons with disabilities and members of visible minorities by giving effect to the principle that employment equity means more than treating persons in the same way but also requires special measures and the accommodation of differences.

As per subsection 5(a) of the EEA, Every employer shall implement employment equity by identifying and eliminating employment barriers against persons in designated groups that result from the employer's employment systems, policies and practices that are not authorized by law. In addition, according to paragraph 9(1)(b) of the Regulations, for the purpose of implementing employment equity, every employer shall conduct a review of the employer's employment systems, policies and practices, in accordance with the regulations, in order to identify employment barriers against persons in designated groups that result from those systems, policies and practices.

Goal of our RFI

Through this Request for Information (RFI), Infrastructure Canada (INFC) is informing industry of its intent to conduct an Employment Systems Review (ESR), as per the EEA and Employment Equity Regulations. The ESR requires an in-depth assessment of all employment systems, policies and practices and the manner in which these are implemented, in order to identify barriers to the full employment of under-represented designated groups by occupational group or category. The ESR must cover both formal and informal employment systems, policies and practices and also include attitudes and behaviours which may be ingrained in the workplace culture. INFC is seeking feedback from industry with regards to suppliers' readiness to provide a comprehensive ESR with a foundation built on lived experience from employment equity groups identified within the EEA.

Below you will find 9 questions we request you consider and respond to by Monday November 15, 2021. This RFI will officially close as of that date, however, we welcome any information that will be shared after the fact. Please send responses to procurement-provisionnement@infc.gc.ca prior the closing date.

RFI Questions:

Question 1: ESR Scope

Is it safe to assume that you would include the following areas within an ESR conducted by your company (select all that apply):

- a. Employment systems
- b. Policies and Practices
- c. Attitudes and behaviours
- d. Review of sector best practices
- e. Additional elements we may have missed, please specify:

Response to Question 1:

Question 2: Methodology – Employment Systems

Is it safe to assume that you would include the following employment systems within an ESR conducted by your company (select all that apply):

- a. Recruitment
- b. Selection
- c. Hiring
- d. Development
- e. Training
- f. Promotion
- g. Retention
- h. Termination
- i. Accommodation
- j. Additional elements we may have missed, please specify:

Response to Question 2:

Question 3: Methodology - Consultation

Please share how you identify stakeholders and the tools used to engage them in the process.

Response to Question 3:

Question 4: Under-represented groups

For those businesses led or owned by an under-represented groups (for example: Indigenous-owned or woman-owned or woman-led, person(s) with a disability-owned, visible minority-owned or other): What would limit your company from bidding on this requirement? Please specify.

Response to Question 4:

Question 5: Timeline

What is a reasonable timeline to complete an ESR for an organization of approximately 1,200 employees? In your opinion how much could it cost?

Response to Question 5:

Question 6: Place of business

Is your principle place of business in Canada?

Response to Question 6:

Question 7: Inclusion

Recognizing that persons with disabilities have been excluded within diversity and inclusion efforts in the past, how does your business address accessibility and inclusion for persons with disabilities?

Response to Question 7:

Question 8: Expertise - Industrial Organization Psychologist

We believe an industrial org psych would be a mandatory asset on the team. Do you agree? Are you able to procure the services of an industrial organizational psychologist?

Response to Question 8:

Question 9: Expertise – Gender Based Analysis Plus (GBA+)

Do you have experience applying GBA+ in the public and/or private sector? If we're considering GBA+ application experience as a requirement, do you know of alternatives that we should consider?

Response to Question 9:

Question 10: Intellectual Property (IP) of the Resulting Work

Would you allow Canada to own the IP on the resulting reports?

Response to Question 10: