

# Employment Equity Self-Identification Survey

*[Confidential when completed. No manager will see your responses and the survey will not be part of your employee file.]*

**Employee Number:**

**Date:**

“Count yourself in”! We need everyone to complete the Employment Equity Self-Identification Survey.

The information collected is confidential and will be used on an aggregated basis. Your information will help us to prevent or address systemic barriers to access and opportunity, set and promote equity, diversity and inclusion goals, increase workforce productivity, measure progress and improve the work experience for all of York’s employees. It is important to capture your identity to build awareness and ensure resources are made available to all including equity seeking groups.

You may update your Self-Identification Survey at any time. You may self-identify under more than one of the designated groups. Definitions of the designated groups<sup>1</sup> are provided below.

If you choose not to complete the survey, please let us know by checking the box in Question “G” and returning the form to us.

Definitions of the designated groups are provided below. If you identify as a person with a disability, with your permission Employee Well-Being office may contact you for the purpose of assessing any need for workplace accommodation that is supported by objective medical documentation. Your survey will not be part of your employee file.

More information can be found in the [Frequently Asked Questions](#) (FAQs) section of the Employment Equity internet site.

<b>A.</b>	<p><b>Members of visible minorities</b> are persons, other than Aboriginal peoples, who are non-Caucasian in race or non-white in colour, regardless of birthplace.</p> <p>Based on this definition, are you a visible minority/racialized person? <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span></p>
<b>B.</b>	<p><b>Persons with disabilities</b> are those that have a long-term or recurring physical, mental, sensory, psychiatric or learning impairment and who:</p> <p style="margin-left: 20px;">a) consider themselves to be disadvantaged in employment by reason of that impairment, <b>or</b></p> <p style="margin-left: 20px;">b) believe that an employer or potential employer is likely to consider them to be disadvantaged in employment by reason of that impairment. This also includes persons whose functional limitations owing to their impairment have been accommodated in their current job or workplace.</p> <p>Based on this definition, are you a person with a disability? <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span></p> <p>Please check “YES” if you give York’s Employee Well-Being Office permission to contact you for the purpose of assessing any need for workplace accommodation. <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span></p>
<b>C.</b>	<p><b>An Aboriginal person</b> is a North American Indian, Métis, or Inuit and/or a Treaty Indian or a Registered Indian and/or member of an Indian Band/First Nation.</p> <p>Based on this definition, are you an Aboriginal person? <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span></p>
<b>D.</b>	<p>Under the <i>Employment Equity Act</i>, women are a designated group.</p> <p>What is your gender identity? <span style="margin-left: 20px;">Man <input type="checkbox"/></span> <span style="margin-left: 20px;">Woman <input type="checkbox"/></span> <span style="margin-left: 20px;">Trans* <input type="checkbox"/></span> <span style="margin-left: 20px;">_____ <input type="checkbox"/></span></p>
<b>E.</b>	<p>Sexual orientation covers the range of human sexuality from gay and lesbian to bisexual and heterosexual orientations.</p> <p>Do you identify as a sexual minority? <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span></p>
<b>F.</b>	<p>If under representation in certain designated groups is found, we will conduct focus group sessions to gain more information about potential barriers to employment. This will assist us in creating a work environment where every employee feels valued, respected and supported in achieving their career goals.</p> <p>May the Employment Equity Officer contact you to participate in focus groups? <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span></p>

<sup>1</sup> Definitions provided by the Public Service Commission of Canada <http://www.psc-cfp.gc.ca/plcy-pltq/eead-eeed/dg-gd/index-eng.htm>

G.

I choose not to complete the Self-Identification Survey at this time.

**\*\*Returning the Survey\*\***

Thank you for completing the Employment Equity Self Identification Survey. Please place the completed survey and seal it in the enclosed pre-addressed envelope and deposit it into on-campus mail to the Diversity & Inclusion Consultant - Kinsmen Building, 8 Chimneystack Road, Toronto, Ontario M3J 1P3.

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