

Wed, Dec 16, 2020 at 12:20 PM

Dear CUPE 3903 Members,

As part of York's broader commitment to employment equity all faculty and staff are again being asked to complete an Employment Equity Self-Identification Survey.

The CUPE 3903 Executive and its Joint Employment Equity Committee support this initiative and encourage each member to fully participate by completing the survey found at this [link](#). It is important that we have full compliance in terms of completing the survey in order to meaningfully continue the work of the CUPE 3903 Joint Employment Equity Committee.

Please be reminded, your survey information is kept confidential and is only used in aggregate form for employment equity purposes. Identifying yourself as a member of one or more designated groups is voluntary, however, we ask that you submit the attached survey even if you choose not to self-identify by completing question G, "I choose not to complete the Self-Identification Survey at this time".

Your participation is important. Completion of the survey helps ensure that CUPE 3903's data is accurate and current. Having an up-to-date picture of this workforce representation will allow us to identify where under-representation exists, and to target our efforts towards removing barriers that may exist.

The survey generally takes less than two minutes to complete. We're asking that you please complete the form at this time. Please go to this [link](#). Sign in, click on, and then continue to the HR Protected area.

#### Obtaining A Passport York (PPY) Account

You will need a Passport York account to complete the survey. If you do not have one, go to this [link](#) and follow the instructions to create a Passport York account. You will need your employee identification number (not your student identification number) to create a Passport York account. Your employee identification number can be found on your pay stub. If you do not have quick access to your pay stub, contact Annette Boodram, Equity, Diversity & Inclusion Officer at [boodram@yorku.ca](mailto:boodram@yorku.ca) or Rob Lawson, Associate Director, Faculty Relations at [rlawson@yorku.ca](mailto:rlawson@yorku.ca) to obtain your employee identification number.

We would also like to take this opportunity to inform you about the REDI (Respect, Equity, Diversity and Inclusion) Tutorial. REDI is an online Moodle-based training course for all York staff, faculty and students. It uses interactive training methods to teach audiences how to better identify and prevent harassment and discrimination based on provincial human rights

legislation and the University's human rights-related policies. We encourage all CUPE 3903 members to enrol and complete this Tutorial. The Tutorial is available at the following [link](#).

The tutorial will take approximately 1 hour to complete. Please note that you will be directed to the Moodle Platform to enroll in the course. You will be required to enter your Passport York Login details.

If you have questions about employment equity or the self-identification survey please contact Annette Boodram, Equity, Diversity & Inclusion Officer at [boodram@yorku.ca](mailto:boodram@yorku.ca).

**Best,**

**Annette Boodram**

**Equity, Diversity & Inclusion Officer  
Office of the Vice-President Equity, People and Culture**