

# **DEFENCE RESEARCH AND DEVELOPMENT CANADA**

## **EMPLOYMENT EQUITY WORKFORCE ANALYSIS**

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### **INTRODUCTION**

In accordance with the *Employment Equity Act*, every department must conduct a Workforce Analysis. This analysis seeks to determine the degree of under-representation in each of the four groups designated by the Act (i.e. women, Aboriginal peoples, persons with disabilities and visible minorities) in each occupational grouping of the workforce. Information about the nature and extent of under-representation points to potential problem areas and in turn triggers the requirement to review employment systems, policies and practices to determine possible causes of the under-representation.

### **WORKFORCE ANALYSIS**

The Workforce Analysis compares internal representation of the employment equity designated groups with external workforce availability. The data is compiled by occupational category and group, and by region. Upon receipt of the workforce availability data from TBS, our task is to review and analyze the tables to determine where under-representation exists and to prepare a workforce analysis report that presents the data and explains the results of the analysis. The resulting report is used as input to the later process of setting short-term and long-term goals in the Employment Equity Plan for correcting under-representation.

### **WORKFORCE AVAILABILITY DATA**

The workforce availability data is provided by the TBS and is based primarily on information in the 1996 Census; in the case of persons with disabilities, the workforce availability indicators derive from information in the 1991 Health and Activity Limitation Survey (HALS). A survey of this kind was not conducted after the 1996 Census.

External representation is based on the labour pool from which the employer may reasonably be expected to recruit, taking into account qualifications and geographic recruitment area for each occupational group.

Because of the limitations of HALS data, workforce availability estimates for persons with disabilities were calculated at the national level only.

## REVIEW OF NATIONAL TABLE

The following table indicates the national DRDC internal representation of designated group members as well as the workforce availability (WA), which has been established by TBS, based on the 1996 Census. The shaded areas constitute an under-representation.

Occupational Category	Women			Visible minorities			Persons with disabilities			Aboriginal peoples		
	Internal #	WA #	GAP (# of employees)	Internal #	WA #	GAP (# of employees)	Internal #	WA #	GAP (# of employees)	Internal #	WA #	GAP (# of employees)
Management	1	1	0	0	0	0	0	0	0	0	0	0
Scientific & Professional	84	130	- 46	73	90	- 17	10	22	- 12	1	2	-1
Administrative & Foreign Service	119	100	19	14	13	1	8	5	3	4	0	4
Technical	49	123	- 74	6	20	- 14	6	15	- 9	2	2	0
Administrative Support	62	57	5	3	5	- 2	4	4	0	0	0	0
Operational	2	3	- 1	4	1	3	3	3	0	0	0	0
<b>TOTAL</b>	<b>317</b>	<b>414</b>	<b>- 97</b>	<b>100</b>	<b>129</b>	<b>- 29</b>	<b>31</b>	<b>49</b>	<b>- 18</b>	<b>7</b>	<b>4</b>	<b>3</b>

The following table indicates the internal representation for Corporate and Research Establishments.

Region	Women			Visible minorities			Persons with disabilities			Aboriginal peoples		
	Internal #	WA #	GAP (# of employees)	Internal #	WA #	GAP (# of employees)	Internal #	WA #	GAP (# of employees)	Internal #	WA #	GAP (# of employees)
Corporate	42	47	- 5	3	10	- 7	7	4	3	1	0	1
ORD	30	29	1	11	12	- 1	0	3	- 3	0	0	0
DRDC Toronto	42	46	- 4	20	31	- 11	4	4	0	0	0	0
DRDC Atlantic	36	72	- 36	8	19	- 11	4	8	- 4	1	0	1
DRDC Ottawa	46	52	- 6	32	24	8	7	8	-1	2	1	1
DRDC Suffield	44	63	- 19	13	12	1	5	7	- 2	2	2	0
DRDC Valcartier	77	105	- 28	13	21	- 8	4	14	- 10	1	1	0

## SECTORS OF UNDER-REPRESENTATION

Any category where the internal representation is lower than the workforce availability constitutes an under-representation. The under-represented sectors are the potential problem areas.

The following table indicates the DRDC under-represented sectors in number of employees:

	DRDC – Internal Representation #	Workforce Availability #	Difference (number of employees)
<b>WOMEN</b>			
Scientific & Professional	84	130	- 46
Technical	49	123	- 74
Operational	2	3	- 1
<b>VISIBLE MINORITIES</b>			
Scientific & Professional	73	90	- 17
Technical	6	20	- 14
Administrative Support	3	5	- 2
<b>PERSONS WITH DISABILITIES</b>			
Scientific & Professional	10	22	- 12
Technical	6	15	- 9
<b>ABORIGINAL PEOPLES</b>			
Scientific & Professional	1	2	- 1

## **CONCLUSION**

Based on the above information, DRDC needs to identify measures in the Employment Equity Plan to close the gaps in the following areas:

1. **Women:** considering the under-representation in the Scientific & Professional, Technical and Operational categories, more specifically in the DS and EG groups.
2. **Scientific & Professional category:** more specifically in the DS group, considering the under-representation in all regions of women, visible minorities, persons with disabilities and Aboriginal peoples.
3. **Technical category:** more specifically in Valcartier, Suffield, Ottawa, Toronto and Atlantic regions in the EG group, of women, visible minorities and persons with disabilities.

This Workforce Analysis must be kept up-to-date with new data, since internal representation at DRDC continues to change.