**Note from the Canadian Human Rights Commission**

This template is a suggested resource to help you start creating your employment equity plan. It is not mandatory for you to use this template. It is intended to show you the minimum information the Commission will need to see in your plan.

In the template, the ### figures indicate where you can add your own data. You will also find fill-in-the-blank columns and rows for you to fill with your own content. Feel free to download and print the template to customize it for your organization.

# Employment equity plan template

## Area of Analysis

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| Area of Analysis | ### |
| Gap Identified | * ### in ### occupational group * ### in ### occupational group |
| Flow Data Results | * ### recruitment * ### terminations * ### promotions |

## Employment Equity Plan of organization (Name of the organization)

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| Employment Systems Barrier Analysis | |
| **Policies and Practices:** a description of how things are experienced by designated group members in the organization. | **Barriers Identified:** identification of policies and practices that could be a barrier to the specific designated group listed above |

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| Employment Equity Plan | | | |
| **Measures to remove barriers:** a description of activities that need to be undertaken to remove barriers.  **Special Measures:** a description of activities designed to achieve equity for a particular designated group | **Timetable** | **Accountability** | **Performance**  **Indicator** |

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| **Recruitment policies and practices** | | | | | |
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| **Selection policies and practices** | | | | | |
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| **Training and development** | | | | | |
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| **Promotions** | | | | | |
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| **Working conditions** | | | | | |
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| **Terminations** | | | | | |
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| **Attitudes and corporate culture** | | | | | |
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| **Accommodation** | | | | | |
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