

## **Equity and Access Policy**

The Sport Information Resource Centre (SIRC) is committed to fostering a culture which recognizes and respects the equal dignity and worth of all who seek to participate in the life, work and mission of SIRC, by developing policies, programs, practices and traditions which facilitate their free, safe and full participation and by eliminating direct, indirect and systemic discrimination, particularly against members of disadvantaged groups (for example: women and girls, Aboriginal peoples, persons with disabilities, etc.).

### **PROCEDURES:**

1. SIRC is committed to the principles of employment equity and to supporting diversity in its workforce. SIRC as an employer that is not subject to the Federal Contractors Program requirements, and as such does not have the legal boundaries to collect and survey for certain personal information as it pertains to this legislation. However, in the spirit of the principles set out in this legislation, SIRC is committed to developing practices that remove barriers and discrimination of any kind and further supports a culture of diversity in all employment practices.
2. In all employment related policies and practices, SIRC will consider the implications of each practice as it might affect disadvantaged groups defined in the Federal Contractors Program. Where appropriate, terms and conditions will be adopted to eliminate any systemic discrimination or inappropriate and unnecessary barriers for both employees and applicants to SIRC.
3. Employees will be advised both in written policies and general correspondence when specific practices are being adopted to support a culture of diversity and fairness. In addition, employees are invited to bring forward ideas or observations about practices or policies that may be creating systemic discrimination. In these cases, employees should provide to the President & CEO, in writing, full details on the observed practice together with thoughts on how such a practice might be changed without placing undue hardship on the organization. All written submissions will be considered fully and employees will be provided with a written reply on how the practice will be addressed.
4. SIRC will advise all external applicants through postings on job boards and other locations where job applicants can view job opportunities, that SIRC is an Equal Opportunity Employer.

October 17, 2014