

Voluntary Candidate Diversity Dimensions Survey Document

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Our commitment to IDEA

Inclusion, Diversity, Equity and Accessibility (IDEA) is a key priority of Co-operators group of companies (“Co-operators”) to fulfill our purpose of supporting financial security for Canadians and our communities, and our vision to be a catalyst for a resilient and sustainable society. Inclusion is one of our [core values](#), and the refreshed [IDEA Strategy 2024-2026](#) describes how we will move forward to proactively embed IDEA into everything we do.

As a Canadian company, we understand that our communities are diverse, and we believe that having employees who reflect the diversity of our communities makes us stronger.

IDEA strategy outline: Talent Acquisition

IDEA goals and actions for Talent Acquisition are embedded within our IDEA strategy. Specifically, the strategic goal for our employees is to **increase representation of under-represented groups** and create equitable, accessible, and inclusive practices and experiences for employees.

Candidates are being asked to voluntarily identify some of their diversity dimensions including disability, gender, Indigenous identity, and race/ethnicity. The data collected is benchmarked with [Statistics Canada](#), and based on the results, **we make focused efforts to attract candidates in under-represented diversity groups.**

Rationale

Historically, under-represented groups in Canada have faced hardship, economic disadvantage, and/or discrimination achieving equal employment opportunities.

[Employment equity](#) encourages the establishment of working conditions that are free from barriers, seeks to correct conditions of disadvantage in employment, and promotes the principle that it requires special measures to accommodate differences for four designated groups in Canada: Indigenous people, people with disabilities, visible minorities, and women.

The Talent Acquisition goal and action plan defined in the IDEA strategy are designed to increase representation of under-represented groups, remove barriers and focus efforts to attract candidates in diversity groups with representation gaps.

- The IDEA strategy for Talent Acquisition applies to under-represented groups, including identified diversity dimensions.

Data collection

The data collected in *Voluntary Self-Identification Survey (the “Survey”)* is voluntary and anonymous, used solely for the purposes of identifying opportunities in attracting talent that better represents the diversity within Canada. **Voluntary self-identification data is not used to influence hiring decisions and is not linked to the candidate at any time within the recruitment process, hiring process, or anytime thereafter.**

The data collected through the Survey is limited to the diversity dimensions listed in table 3 and is benchmarked with Statistics Canada, **enabling us to conduct regular evaluations of recruiting practices aimed towards ensuring that candidates from different groups and identities are given**

equitable opportunities, and that we are actively identifying and mitigating any biases evident in the recruitment processes.

- The data submitted within the Survey will not be used in individual candidate hiring decisions nor for any other purpose not articulated herein.
- Candidates provide consent prior to submitting the Survey. A consent statement is presented to candidates in the application prior to entering voluntary self-identification data. Should candidates elect to exit the Survey prior to clicking submit, their answers will not be collected.
- Participation in the Survey is completely voluntary. Should candidates elect to participate, they may choose not to respond to any of the questions by selecting, “I decline to say”.
- If candidates have any questions about how their self-identification data is used, or what decisions are made from the data, they can contact the IDEA team at idea@cooperators.ca

Restricted Access

- None of the data provided in the Survey will be disclosed or accessible to hiring managers and/or other decision-makers involved in the individual hiring process.
- Access to the data is highly restricted to specific permission groups within HR Operations.

Strict reporting thresholds

- All requests to use and disclose anonymized candidate self-identification data for reporting and analysis purposes will be reviewed and approved through a data governance practice.
- Restrict the reporting of any candidate self-identification that would identify an individual by a single attribute or a combination of attributes (including job title, application date, application workflow).
- Data will only be presented at an aggregate level when the threshold of eight or more is met in a specific diversity dimension.

Technical solution

- Near the end of the application questions, candidates will have the opportunity to participate in the Survey or select to opt out of each question.
- The Survey inputs are captured anonymously. It is not possible to tie the candidate's voluntary self-identification data to the job application and/or the candidate.
- All responses are stored via our applicant tracking system. All data collected through the Survey will be retained and destroyed in conjunction with Co-operators' record retention schedules.

Eligibility requirements

The IDEA strategy is designed for everyone, including those who are not members of an under-represented group.

Collecting voluntary candidate self-identification data is an important contribution to employment equity. We’re encouraging participation because diversity data helps foster and encourage programs and policies that promote greater equity and inclusion for all diverse groups in Canada.

Information about the IDEA strategy is published on the external website and in the [Integrated Annual Report](#).

Evaluating the program

Measures of progress are embedded within the IDEA strategy.

Voluntary candidate self-identification data is one of the inputs needed to achieve IDEA strategic goals and ongoing monitoring and evaluation of the strategy. We're conducting the Survey to see if candidates reflect the communities we serve. We perform regular evaluations of recruiting practices leveraging candidate self-identification data to ensure that candidates from different groups and identities are given equitable opportunities.

We have established regular IDEA strategy progress reporting, which includes, but is not limited to, quarterly executive and board reports, semi-annual benchmarking, and the integrated annual report.

References

1. [Co-operators purpose, vision, values](#)
2. [IDEA Strategy 2024-2026](#)
3. [Truth and Reconciliation Strategy](#)
4. [Well-being Strategy](#)