

## **Diversity**

### **Guideline**

The Workers' Compensation Board is committed to providing equal opportunity to all qualified persons without regard to race, color, religion or national origin, gender, age, sexual orientation, physical or mental disability. Equal opportunity is provided in employment, promotions and wages.

The Workers' Compensation Board will actively pursue the removal of barriers that inhibit or prevent the equal opportunity of all employees.

Human Resources will continually review its employment practices in an effort to ensure that employment equity principles are adhered to.

### **Systemic Barriers**

Systemic barriers are those aspects of employment practices that result in subtle discrimination by encouraging or discouraging individuals because they are members of certain groups, rather than because of their ability to do the job. Examples of systemic barriers may include:

- recruitment practices that restrict applicants from certain groups,
- physical access which restricts those whose mobility is impaired (e.g. no wheelchair ramps, heavy doors, narrow passageways), or
- job profiles and a job evaluation system which undervalues the work of positions traditionally held by women.

### **Bona Fide Occupational Requirements**

Human Resources will ensure that job profiles include bona fide occupational requirements. Bona fide occupational requirements are employment requirements that are necessary for the safe, efficient and reliable performance of the essential components of a job.

### **Reasonable Accommodation**

Reasonable accommodation refers to practices, systems, and support mechanisms designed to accommodate differences so that no individual experiences reduced access to employment opportunities or benefits because of their race, color, religion, national origin, gender, age, or physical or mental disability.

### **Requests for Reasonable Accommodation**

Requests for reasonable accommodation and related funding must be made in writing to Human Resources and the immediate supervisor. Each case will be evaluated on its own merits.

### **Types of Reasonable Accommodation**

Reasonable accommodation requests may include:

- redesign of job duties,
- special counseling,
- flexible work arrangements,
- accommodation of non-majority religious holidays,
- modification of premises to accommodate wheelchairs,
- provision of interpreting services for the deaf,
- communication devices for employees who are hearing impaired, and
- specialized training.

Reasonable accommodation should be granted up to the point of undue hardship for the Workers' Compensation Board.