

## Equity and Inclusion Environmental Scan

This scan is to create a quick snapshot of your organization’s current approaches to equity and inclusion. You are welcome to use and adapt to suit the needs of your organization

In the STATUS column:

Y – it’s happening, P- partially underway; N – not yet begun

In the SPECIFY column, note specific examples, and specific equity seeking group reached

Inclusive Governance	Status	Specify	Who is included?
Board composition is representative of the community served			<ul style="list-style-type: none"> <li>• Indigenous, Metis and Inuit people</li> <li>• Black people</li> <li>• Francophones</li> <li>• 2SILGBTQA+</li> <li>• Immigrants</li> <li>• Older Adults</li> <li>• Persons with Disabilities</li> <li>• Persons living in poverty</li> <li>• Racialized people</li> <li>• Refugees</li> <li>• Rural residents</li> <li>• Women</li> <li>• Youth</li> </ul>
Board training in equity and inclusion			
Mandate and values reflect a commitment to equity			
Strategic plan reflects commitment to equity			
Equity and inclusion committee			
Outreach committee considers diversity of population served			
<b>Administration</b>			Who else?
AODA is being put into practice (Accessibility for Ontarians with Disabilities Act)			
Employee Resource group(s) and/or Employee feedback activities about DEI			

Welcoming Workplace	Status	Specify	
Self-identification survey conducted on composition of staff at all levels of the organization			<p>Who is included?</p> <ul style="list-style-type: none"> <li>• Indigenous, Metis and Inuit people</li> <li>• Black people</li> <li>• Francophones</li> <li>• 2SILGBTQA+</li> <li>• Immigrants</li> <li>• Older Adults</li> <li>• Persons with Disabilities</li> <li>• Persons living in poverty</li> <li>• Racialized people</li> <li>• Refugees</li> <li>• Rural residents</li> <li>• Women</li> <li>• Youth</li> </ul> <p>Who else?</p>
Training in equity and inclusion for staff			
Training in anti-black racism			
Information is regularly shared organization-wide to promote equity and inclusion			
Mentoring for members of staff from under-represented equity groups to advance			
Policies are in place to promote hiring of a diverse workforce			
Recruitment and hiring procedures are in place that safeguard against and address bias			
Processes are in place to encourage a safe culture for raising equity issues			
Internal signage and communications address discrimination and promote equity			
There is recognition for effective work being done in equity and inclusion.			

Services advance equity	Status	Specify	Who is included?
Policies and procedures are in place to consider equity and inclusion in the development and delivery of service			<ul style="list-style-type: none"> <li>• Indigenous, Metis and Inuit people</li> <li>• Black people</li> <li>• Francophones</li> <li>• 2SILGBTQA+</li> <li>• Immigrants</li> <li>• Older Adults</li> <li>• Persons with Disabilities</li> <li>• Persons living in poverty</li> <li>• Racialized people</li> <li>• Refugees</li> <li>• Rural residents</li> <li>• Women</li> <li>• Youth</li> </ul>
Services consider the aspirations and contributions of specific populations			
Client satisfaction survey takes into account the diversity of respondents and barriers they face			
Communications and outreach consider who may be excluded			
Engage with community partners who engage equity-seeking populations			
Signage and promotion materials enable diversity of clients to feel included			
Data collected on number of contractors, consultants, service providers etc. hired from underrepresented groups			
			Who else?

Source: City for All Women Initiative (CAWI), [www.equityandinclusion.ca](http://www.equityandinclusion.ca).