# **Employment Opportunity for Students with Disabilities (EOSD)**

# **Manager Information Session – June 7, 2023**

# **Key Messages and Resources**

## Duty to Accommodate Key Messages and Responsibilities

The [Policy on People Management](https://www.tbs-sct.canada.ca/pol/(S(e021jvamqbhco5551teiyz55))/doc-eng.aspx?id=32621) enables a high-performing, diverse, inclusive, and representative workforce. The goal is to ensure that employees have the support and tools they need to perform their duties, no matter where they are performing them.

The duty to accommodate extends beyond the traditional workplace and applies wherever the employee is required to perform work either temporarily or permanently (such as telework or while on travel status).

### Deputy Head Responsibilities

Ensure positive measures are in place to prevent discrimination under the prohibited grounds set out in the Canadian Human Rights Act.

For example:

* Create a barrier-free accessible workplace that is respectful and fair.
* Processes are in place and made known so that in instances where barriers cannot be removed, individuals may request and be reasonably accommodated up to the point of undue hardship.

### Departmental Responsibilities

Ensure all employees have barrier-free access to equipment needed to perform their duties.

## Definitions

### Barrier

Means anything—including anything physical, architectural, technological or attitudinal, anything that is based on information or communications or anything that is the result of a policy or a practice—that hinders the full and equal participation in society of persons with an impairment, including a physical, mental, intellectual, cognitive, learning, communication or sensory impairment or a functional limitation.

### Disability

Means any impairment, including a physical, mental, intellectual, cognitive, learning, communication or sensory impairment—or a functional limitation—whether permanent, temporary or episodic in nature, or evident or not, that, in interaction with a barrier, hinders a person’s full and equal participation in society.

## Duty to Accommodate Links and Information

* [Canadian Human Rights Act](https://laws-lois.justice.gc.ca/eng/acts/h-6/)
* [Employment Equity Act](https://laws-lois.justice.gc.ca/eng/acts/E-5.401/)
* [Privacy Act](https://laws-lois.justice.gc.ca/eng/acts/P-21/)
* [The Canadian Charter of Rights and Freedoms](https://www.justice.gc.ca/eng/csj-sjc/rfc-dlc/ccrf-ccdl/)
* [Policy on People Management](https://www.tbs-sct.canada.ca/pol/doc-eng.aspx?id=32621)
* [Directive on the Duty to Accommodate](https://www.tbs-sct.canada.ca/pol/doc-eng.aspx?id=32634)
* [Duty to Accommodate: A General Process for Managers](https://www.canada.ca/en/government/publicservice/wellness-inclusion-diversity-public-service/diversity-inclusion-public-service/working-government-canada-duty-accommodate-right-non-discrimination/duty-accommodate-general-process-managers.html)
* [Employer Representation in Recourse/Labour Relations — GCpedia](https://www.gcpedia.gc.ca/wiki/Employer_Representation_in_Recourse/Labour_Relations) (Significant Jurisprudence)
* [Canlii.com](https://www.canlii.org/en/) (Free access to court judgments from all Canadian courts and contains decisions from many tribunals nationally including the Federal Public Sector Labour Relations and Employment Board)

## Accessibility Information and Programs

### Links

* [Accessible Canada Act](https://www.laws-lois.justice.gc.ca/eng/acts/A-0.6/)
* [Accessibility in the public service](https://www.canada.ca/en/government/publicservice/wellness-inclusion-diversity-public-service/diversity-inclusion-public-service/accessibility-public-service.html)
* [Government of Canada Workplace Accessibility Passport (Canada.ca)](https://www.canada.ca/en/government/publicservice/wellness-inclusion-diversity-public-service/diversity-inclusion-public-service/accessibility-public-service/government-canada-workplace-accessibility-passport.html)
* [Government of Canada Workplace Accessibility Passport (GCPedia)](https://www.gcpedia.gc.ca/wiki/GC_Workplace_Accessibility_Passport/_Passeport_d%E2%80%99accessibilit%C3%A9_au_lieu_de_travail_du_GC?setlang=en&uselang=en)
* [Workplace Accommodations](https://www.gcpedia.gc.ca/wiki/Accommodations/_Mesures_d%E2%80%99adaptation)
* [GC Workplace Accessibility Passport Guidance for Managers](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.canada.ca%2Fen%2Fgovernment%2Fpublicservice%2Fwellness-inclusion-diversity-public-service%2Fdiversity-inclusion-public-service%2Faccessibility-public-service%2Fgovernment-canada-workplace-accessibility-passport%2Fgc-workplace-accessibility-passport-guidance-managers.html&data=05%7C01%7CClara.Morgan%40tbs-sct.gc.ca%7C5743357eaa8947b2715d08daf8d6d319%7C6397df10459540479c4f03311282152b%7C0%7C0%7C638095898789758226%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ANmI2g5Pc2swp1WEhjpdtiftmZ%2FZYNk0bKgiIDvOdoU%3D&reserved=0)
* [How can AAACT help you?](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.canada.ca%2Fen%2Fshared-services%2Fcorporate%2Faaact-program%2Fhow-aaact-help-you.html&data=05%7C01%7Ccamila.dasgupta%40cfp-psc.gc.ca%7Cd2d44fc99809483bc1b008db531b5064%7C961b30aad4394bc7b6749c4a389b0be3%7C0%7C0%7C638195149042480937%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=rDudEtJlpYcbSmjg74Idc7071tOw%2BN%2FFNoY3LOdJg%2B0%3D&reserved=0)
* [Lending Library Service Pilot Project](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.canada.ca%2Fen%2Fshared-services%2Fcorporate%2Faaact-program%2Flending-library-service-pilot-project.html&data=05%7C01%7Ccamila.dasgupta%40cfp-psc.gc.ca%7Cd2d44fc99809483bc1b008db531b5064%7C961b30aad4394bc7b6749c4a389b0be3%7C0%7C0%7C638195149042480937%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=IMzydVuJd9XCzgz4G2gdfPV7A2IlHD%2BwvUzf6fQrNYY%3D&reserved=0)

### Canada School of Public Service Videos

* [Video:](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcsps-efpc.gc.ca%2Fvideo%2Fworkplace-accessibility%2Fneed-passport-eng.aspx&data=05%7C01%7CClara.Morgan%40tbs-sct.gc.ca%7C5743357eaa8947b2715d08daf8d6d319%7C6397df10459540479c4f03311282152b%7C0%7C0%7C638095898789602014%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=P2gwy3hj9ybINA6Qni3L5lYdysDeKKUvyAKe0C5SMBo%3D&reserved=0) [GC Workplace Accessibility Passport: The Need for the Passport](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcsps-efpc.gc.ca%2Fvideo%2Fworkplace-accessibility%2Fneed-passport-eng.aspx&data=05%7C01%7CClara.Morgan%40tbs-sct.gc.ca%7C5743357eaa8947b2715d08daf8d6d319%7C6397df10459540479c4f03311282152b%7C0%7C0%7C638095898789602014%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=P2gwy3hj9ybINA6Qni3L5lYdysDeKKUvyAKe0C5SMBo%3D&reserved=0)
* [Video: GC Workplace Accessibility Passport: Facilitating Conversations Between Employees and Managers](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcsps-efpc.gc.ca%2Fvideo%2Fworkplace-accessibility%2Ffacilitating-conversations-eng.aspx&data=05%7C01%7CClara.Morgan%40tbs-sct.gc.ca%7C5743357eaa8947b2715d08daf8d6d319%7C6397df10459540479c4f03311282152b%7C0%7C0%7C638095898789758226%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=2rsPmZDNjr2icoPosT4UuG%2F2V3RvaSImf0p%2FhHObd34%3D&reserved=0)
* [Video: GC Workplace Accessibility Passport: Protecting Your Personal Information](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcsps-efpc.gc.ca%2Fvideo%2Fworkplace-accessibility%2Fpersonal-information-eng.aspx&data=05%7C01%7CClara.Morgan%40tbs-sct.gc.ca%7C5743357eaa8947b2715d08daf8d6d319%7C6397df10459540479c4f03311282152b%7C0%7C0%7C638095898789758226%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ZG8GA%2F4ZyHKNb0oO2sqRcuX5ha84vUt%2B8bats45aDzI%3D&reserved=0)
* [Video: Making Documents Accessible](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.canadaschool.gc.ca%2Fvideo%2Fmaking-documents-accessible-eng.aspx&data=05%7C01%7Ccamila.dasgupta%40cfp-psc.gc.ca%7Cd2d44fc99809483bc1b008db531b5064%7C961b30aad4394bc7b6749c4a389b0be3%7C0%7C0%7C638195149042480937%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=cIxbisep%2Fgk%2BC6wMStdg4%2B173i%2FNRRPjSjOniIzrFAM%3D&reserved=0)

### Workshops, Events, and Toolkits

* [How to Use the GC Workplace Accessibility Passport Workshop](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.youtube.com%2Fwatch%3Fv%3DLdq99zl6vDs&data=05%7C01%7CClara.Morgan%40tbs-sct.gc.ca%7Cc8d937f851df4dc82b4308dafa46346a%7C6397df10459540479c4f03311282152b%7C0%7C0%7C638097476672451590%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=C9AIglwVNp%2FviXTEWwt2noJYOt%2Bt53ChLu5cvRxpO0w%3D&reserved=0)
* [GC Workplace Accessibility Passport - A Workshop for Managers](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.youtube.com%2Fwatch%3Fv%3D1KxqkWiR7mI&data=05%7C01%7CClara.Morgan%40tbs-sct.gc.ca%7Cc8d937f851df4dc82b4308dafa46346a%7C6397df10459540479c4f03311282152b%7C0%7C0%7C638097476672451590%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=9K17XsZb54Bw4YQwth1YtHbgyGJ0CnOsHde5uoQ94EI%3D&reserved=0)
* [GC Accessibility Training and Events](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gcpedia.gc.ca%2Fwiki%2FGC_Accessibility_Training_and_Events_%2F_Formation_et_%25C3%25A9v%25C3%25A9nements_du_GC_sur_l%27accessibilit%25C3%25A9%3Fsetlang%3Den%26uselang%3Den%23Procuring_Accessible_Information_Communication_Technologies_.28ICTs.29_.28English.29&data=05%7C01%7Ccamila.dasgupta%40cfp-psc.gc.ca%7Cd2d44fc99809483bc1b008db531b5064%7C961b30aad4394bc7b6749c4a389b0be3%7C0%7C0%7C638195149042480937%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=QRbOICdpN%2FM9qOACtWT6cD3Wld5F3aXtAF1pEz%2BFxOY%3D&reserved=0)
* [Digital Accessibility Toolkit - Digital Accessibility Toolkit / Sharing Space](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fa11y.canada.ca%2Fen%2F&data=05%7C01%7Ccamila.dasgupta%40cfp-psc.gc.ca%7Cd2d44fc99809483bc1b008db531b5064%7C961b30aad4394bc7b6749c4a389b0be3%7C0%7C0%7C638195149042480937%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=oh1hqHstdPAuiLmmTQk9gmMY3m80ABxbKN2xnwpU6N4%3D&reserved=0)

## Contact Information

Managers should contact their departmental HR Functional Specialist for any questions or comments.