

Our People Commitments



We are guided at all times by the Health Canada Values and Ethics Code in all our professional activities. We are committed to upholding the highest standards of integrity in our work. We recognize that stakeholder trust in the scientific information we provide and decisions we make depend upon the integrity of the process we follow.

As we continue to adapt to the reality of remote work in our near and possibly distant future, our People Commitments remain more important than ever. Although the underlying themes continue to resonate, our people management approach will need flexibility and adaptability to changing situations and individual circumstances.

Through the 2019 Public Service Employee Survey (PSES), engagement with employees and the 2020 COVID Pulse Check Survey, we are listening to what employees have to say. You have told us that, as a branch, we are doing well in areas such as engagement with employees, job satisfaction, clear work expectations and

objectives, and empowerment. We also recognize that we can improve in areas such as work-place well-being, career development, effectiveness of communications, as well as harassment and discrimination.

As managers, we have an additional responsibility to enable and empower employees to perform to their full potential and to create a shared vision of a high performing workforce that is engaged, recognized, diverse, inclusive, accessible and supported in both official languages. We recognize the impact that pay and compensation issues can have on employees and we will support employees to help resolve these issues in a timely way.

We encourage managers and employees to leverage corporate resources such as the Centre for Ombuds, Resolution and Ethics, Employee Assistance Program and Respect in the Workplace Office.

We will monitor our progress in meeting these commitments and report back to employees.

“As a trusted food and health products regulator, HPFB’s people are the branch’s greatest resource. At the heart of HPFB’s success are the people who work in the branch and the skills, talents, and passion they bring to their jobs.”

OUR CHAMPIONS

Our branch Champions are continuing to help us deliver on our commitments. We encourage you to reach out to the Champions for support and/or guidance.

MENTAL HEALTH

Marilena Bassi

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Working with employees to help better understand the challenges they face with mental health in the workplace and develop solutions for the branch.

WORKPLACE ENGAGEMENT

Kelly Robinson

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Engaging employees through their communities of practice to find practical solutions to issues of concern expressed in the Public Service Employee Survey (PSES) to improve our leadership capabilities, our workplace, and find better strategies to engage and support our people.

OFFICIAL LANGUAGES

Ed Morgan

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Working to increase bilingual capacity within the branch, promoting and highlighting the benefits of using both official languages both internally and externally with the Canadian public and our stakeholders, and developing tools for employees and managers.

SCIENCE

Manisha Mehrotra & Stephen Norman

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Engaging the science community to understand their needs and working together with the other branch Champions, Executives and BEC governance tables to ensure that these needs are addressed in our strategic and operational commitments.

DIVERSITY, INCLUSION, AND ACCESSIBILITY

Alfred Aziz

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Moving forward to ensure that HPFB employees will increasingly reflect Canada’s diversity and that they will thrive in a workplace and culture that is respectful, inclusive, and free of harassment and discrimination and racism.

IN 2021-2022, WE COMMIT TO:

PROMOTE ENGAGEMENT AND WELL-BEING IN THE WORK ENVIRONMENT

A healthy and safe workplace with committed and engaged employees promotes the well-being of all HPFB staff.

EMPLOYEE ENGAGEMENT

- Supporting employee participation in departmental networks including visible minorities, persons with disabilities, as well as branch networks for the policy, scientific, manager, and administrative communities, workplace wellness and in other HPFB engagement activities/events, planned in accordance at all levels with core responsibilities.
- Ensuring community and network voices are represented and heard in Branch executive committees.
- Promoting ongoing dialogue between managers and employees and encouraging the use of a variety of tools and resources to accomplish this.

WELL-BEING IN THE WORK ENVIRONMENT

- Listening and discussing well-being in the work environment with employees and teams on a regular basis to develop and implement solutions for addressing areas of concern such as workload management and physically and emotionally safe surroundings for all employees.
- Supporting flexible work arrangements to protect a work-life balance that benefits employees while creating a workplace that is productive, innovative, and effective.
- Ensuring employees are provided with the time and means to complete mandatory wellness training courses and best practices are communicated and implemented in divisions and directorates.

IN 2021-2022, WE COMMIT TO:

ENABLE PERFORMANCE AND ONGOING DIALOGUE

Meaningful and timely performance feedback needs to be provided for employees to be fully aware of their contributions and areas for improvement.

- Conducting ongoing performance management discussions between managers and employees throughout the year.
- Having meaningful two-way dialogues on a regular basis with employees even in a virtual environment around clearly established and evolving work objectives, talent, and learning plans.
- Acknowledging merited employee contributions with versatility at all levels through awards, recognition, and ongoing feedback.
- Actively address performance issues throughout the year to support employee development and limit any negative impact on well-being in the work environment.
- Providing training and support to managers to enable performance discussions.

IN 2021-2022, WE COMMIT TO:

GROW AND SUPPORT DIVERSITY, INCLUSIVENESS AND ACCESSIBILITY

We believe in a diverse, inclusive and equitable workplace where employees are respected and supported to reach their full potential.

- Engaging employees to advance our collective understanding of racism, discrimination, and systemic barriers in order to establish a culture of inclusiveness that values and promotes diversity in the Branch. This includes but is not limited to training and awareness-raising activities, as well as the recruitment and career development of members of under-represented groups.

IN 2021-2022, WE COMMIT TO:

INCREASE LINGUISTIC DUALITY

We believe in a workplace where employees feel comfortable communicating their varying points of view in the official language of their choice.

- Continuing to implement the HPFB Official Languages Action Plan by developing an inclusive and equitable approach for employees to access second language training.
- Acknowledging the barriers faced by various employment equity groups in embodying linguistic duality through the implementation of the HPFB Official Languages Plan.
- Encouraging second language training in a remote work environment, while continuing to address testing challenges by working with corporate partners.
- Promoting the recruitment of more bilingual candidates from across Canada and creating an accessible environment where people feel comfortable expressing themselves in the official language of their choice.

IN 2021-2022, WE COMMIT TO:

SUPPORT LEARNING AND CAREER GROWTH

Our ability to attract and retain exceptional talent is heavily influenced by the importance we place on the career development, skills enhancement, and competency building of our employees.

- Discussing learning and development needs with all employees as part of the ongoing performance management process.
- Ensuring each employee has a learning plan specific to their learning and development needs.
- Recognizing the obstacles faced by employment equity groups in accessing learning and development opportunities by providing equitable opportunities to all employees.
- Supporting development opportunities such as orientation and integration of new employees, mentoring, micro-assignments, and job shadowing.
- Adapting learning and development opportunities to a remote work environment as needed and as possible.